



AGENDA
CHARTER TOWNSHIP OF MERIDIAN
PLANNING COMMISSION – REGULAR MEETING
August 12, 2024 6:30 PM

1. CALL MEETING TO ORDER
2. ROLL CALL
3. PUBLIC REMARKS
4. APPROVAL OF AGENDA
5. APPROVAL OF MINUTES
 - A. July 8, 2024
6. COMMUNICATIONS
 - A. Ingham County Controller's Office Letter
 - B. EGLE Materials Management Plan
7. PUBLIC HEARINGS
 - A. SUP #24020 – Okemos Local Investment
8. UNFINISHED BUSINESS
 - A. None
9. OTHER BUSINESS
 - A. Planning Commission Discussion
 - i. Off-Street Parking Ordinance Update
10. REPORTS AND ANNOUNCEMENTS
 - A. Township Board update.
 - B. Liaison reports.
11. PROJECT UPDATES
 - A. Project Report
12. PUBLIC REMARKS
13. COMMISSIONER COMMENTS
14. ADJOURNMENT

Individuals with disabilities requiring auxiliary aids or services should contact: Director of Community Planning and Development
Timothy R. Schmitt, 5151 Marsh Road, Okemos, MI 48864 or 517.853.4506 - Ten Day Notice is Required.
Meeting Location: 5151 Marsh Road, Okemos, MI 48864



TENTATIVE PLANNING COMMISSION AGENDA
August 26, 2024

1. PUBLIC HEARINGS
 - A. None

2. UNFINISHED BUSINESS
 - A. SUP #24020 – Okemos Local Investment

3. OTHER BUSINESS
 - A. Planning Commission Discussion
 - i. Current Land Use Analysis

Individuals with disabilities requiring auxiliary aids or services should contact: Director of Community Planning and Development
Timothy R. Schmitt, 5151 Marsh Road, Okemos, MI 48864 or 517.853.4506 - Ten Day Notice is Required.
Meeting Location: 5151 Marsh Road, Okemos, MI 48864

Providing a safe and welcoming, sustainable, prime community.



CHARTER TOWNSHIP OF MERIDIAN
REGULAR MEETING PLANNING COMMISSION **-DRAFT-**
5151 Marsh Road, Okemos MI 48864-1198
517.853.4000, Township Hall Room
Monday, July 8, 2024, 6:30 pm

PRESENT: Chair Shrewsbury, Commissioners Blumer, Brooks, McConnell, Romback, and Scales

ABSENT: Vice-Chair Snyder,

STAFF: Principal Planner Brian Shorkey

1. CALL MEETING TO ORDER

Chair Shrewsbury called the July 8, 2024, regular meeting for the Meridian Township Planning Commission to order at 6:31 pm.

2. ROLL CALL

Chair Shrewsbury called the roll of the Board. All board members were present except Vice-Chair Snyder.

3. PUBLIC REMARKS

Chair Shrewsbury opened public remarks at 6:32 pm

Greg Fedewa, representative for Fedewa Holdings, spoke in support of REZ #24013.

John Leone, Township resident, spoke in opposition to REZ #24013.

David Fedewa, representative for Fedewa Holdings, spoke in support of REZ #24013.

Wayne Popard, Township resident, spoke in opposition to REZ #24013.

Joel Major, Township resident, spoke in opposition to REZ #24013.

Cecelia Kramer, representative for Faith Lutheran Church, spoke in support of REZ #24013.

Chris Kloc, Township resident, spoke in opposition to REZ #24013.

Debra Major, Township resident, spoke in opposition to REZ #24013.

David Kloc, Township resident, spoke in opposition to REZ #24013.

Peggy Anderson, Township resident, spoke in opposition to REZ #24013.

Jerry Fedewa, representative for Fedewa Holdings, spoke in support of REZ #24013.

Michael McIntosh, Township resident, spoke in opposition to REZ #24013.

Chair Shrewsbury closed public remarks at 7:07

4. APPROVAL OF AGENDA

Commissioner Scales moved to approve the July 8, 2024, regular Planning Commission meeting agenda. Seconded by Commissioner Blumer. Motion passed unanimously.

Commissioner McConnell asked that discussion regarding sidewalk master plan and ratio of rental to owner occupied be added to item 8.A. Chair Shrewsbury determined that such discussion can be included with 8.A and does not need to be a separate agenda item

5. APPROVAL OF MINUTES

Commissioner Scales moved to approve the Minutes of the June 24, 2024, Planning Commission Regular Meeting as amended. Seconded by Commissioner McConnell. Motion passed, Commissioner Blumer abstaining.

Chair Shrewsbury asked that the spelling of a name on the communications section be verified and that the amendment to the minutes be clarified.

6. COMMUNICATIONS

- A. David Kloc re: REZ #24013
- B. Debra Major re: REZ #24013
- C. Ray and Trish Ugorowski re: REZ #24013
- D. Michael McIntosh re: REZ #24013 (email)
- E. Brad Shaw re: REZ #24013 (email)
- F. Cecelia Kramer re: REZ #24013 (handout)
- G. Bob Westrate re: REZ #24013 (email)
- H. Kristina Kloc re: REZ #24013 (email)

7. PUBLIC HEARINGS

NONE

8. UNFINISHED BUSINESS

- A. REZ #24013 – Fedewa Holdings (Dobie Road)

Principal Planner Shorkey reviewed the discussion that has occurred to date regarding this agenda item and highlighted the information included in this packet that the Commissioners requested at the previous meeting. Principal Planner Shorkey pointed out that the Planning Commission’s decision was a recommendation and that the final decision of the application would come from the Board. Principal Planner Shorkey pointed out the options that the Planning Commission had and that there were resolutions to recommend approval and denial in the packet.

Commissioner Rombeck disclosed a concern about potential conflict of interest and asked the Commission for their opinion. Commissioners thanked Commissioner Rombeck for his transparency and determined that there is no conflict of interest.

Commissioner Blumer moved to allow Commissioner Rombeck to participate in the decision of this matter. Seconded by Commissioner Scales. Motion passed 4 to 1, Commissioner Brooks voting against and Commissioner Rombeck abstaining.

Commissioner Scales asked staff for detail for how this grew from the Master Plan land use discussion. Commissioner Scales asked the applicant what sort of development changes he would suggest given the opposition from the neighborhood and recommended that the applicant meet with the neighborhood. Jerry Fedewa, applicant, approached the podium to answer that he could downsize to 8 units per acre and add fencing and trees to the property line to diffuse noise and lighting. Commissioner Scales stated that based on the 2019 decision by the Board, he would not recommend this decision because density seems to be an issue.

Commissioner Rombeck asked staff for details about the traffic study and its connection to the current state of the property. Commissioner Rombeck asked the applicant how he proposed speaking with potential tenants as indicated in the letter the applicant sent to the Commission. Mr. Fedewa acknowledged that it would be difficult to speak with potential tenants because tenants typically need a place to live on a shorter timeline than a proposed rental unit could be built, but that this type of development is sought after and the location offers many attractive amenities.

Commissioner McConnell asked for clarity regarding the ratio of owner occupied to rental homes and asked if this portion of Dobie Road is part of the Pathway Master Plan.

Principal Planner Shorkey explained the 2019 rezoning request, the 2022-2023 update of the Master Plan and a subsequent land division application for the 4.3 acres that met the zoning ordinance. Principal Planner Shorkey stated that the traffic study is based on the allowed density and current zoning, not the current state of the property. Principal Planner Shorkey stated that the ratio of owner occupied to rental homes is taken from the latest US Census data and clarified that the applicant would be required to meet the Pathway requirements if the property does not currently meet them.

Commissioner Blumer moved to adopt the resolution to recommend denial of Rezoning #24013 to rezone approximately 4.28 acres located on Dobie Road from RAA (Single Family-Low Density) to RC (Multiple Family, maximum 14 dwelling units per acre), because the proposed rezoning does not match the character of adjacent residential neighborhoods to the west. Supported by Commissioner Scales. Motion passed 4 to 1, Commissioner McConnell voting against and Commissioner Rombeck abstained.

At 8:27, Chair Shrewsbury called for a 10-minute recess.

At 8:40, the Commission reconvened.

B. REZ #24015 – Copper Creek Phase 5

Principal Planner Shorkey reviewed the agenda item.

Commissioner McConnell moved to adopt the resolution to recommend approval of Rezoning #24015 to rezone the Subject Property of Haslett Road from RR (Rural Residential) to RA (Single-family residential). Supported by Commissioner Scales. Motion passed unanimously.

C. SUP #24017 – Herbana Adult Use Marijuana

Principal Planner Shorkey reviewed the agenda item.

Commissioner Brooks moved to adopt the resolution to recommend approval of SUP #24017 to construct an adult use marijuana retailer at 2119A Haslett Rd, Haslett, MI 48840. Supported by Commissioner Scales. Motion passed unanimously.

9. OTHER BUSINESS

A. Corridor Approval Authority Appointment

Principal Planner Shorkey informed the Commission that it is not mandated that a Planning Commissioner sit on the Corridor Approval Authority, it is instead at the discretion of the Planning Commission to seat someone on that Board.

Chair Shrewsbury asked that staff include her on the agenda distribution list so that she can arrange to have a Commissioner attend if there is an agenda item that the Commission feels the need to address.

10. REPORTS AND ANNOUNCEMENTS

A. Township Board Update

Principal Planner Shorkey had nothing to report

B. Liaison Reports

Commissioner Scales asked Principal Planner Shorkey to ensure that the Brownfield Redevelopment Authority include him in communications.

Commissioner Brooks reported that the Zoning Board of Appeals approved the items presented to them at the June 26th meeting.

11. PROJECT UPDATES

A. Project Report

Principal Planner Shorkey highlighted the updates to the report.

Commissioner Scales asked for the status of the Village of Okemos development. Principal Planner Shorkey answered that it is still under site plan review.

12. PUBLIC REMARKS

Chair Shrewsbury opened public remarks at 8:53

Debra Major, Township resident, thanked the Commission for their consideration of public comments regarding REZ #24013.

Chair Shrewsbury closed public remarks at 8:54

13. COMMISSIONER COMMENTS

Commissioner Blumer and Commissioner McConnell thanked the community for their thoughtful input on the issue of REZ #24013. Commissioner McConnell also stated that character attacks aimed at applicants are inappropriate in discussions; Chair Shrewsbury concurred.

Commissioner Scales announced the Meridian Pride event on August 10th. Commissioner Scales also commented that there is a transparency issue surrounding discussions involving all sides of an issue and that the Commission should make efforts to invite all parties.

14. ADJOURNMENT

Chair Shrewsbury called for a motion to adjourn the meeting at 9:02 pm

Commissioner McConnell moved to adjourn the July 8, 2024 regular meeting of the Planning Commission. Seconded by Commissioner Brooks. Motion passed unanimously.



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COUNTY CONTROLLER'S OFFICE

July 30, 2024

Meridian Township
Attn: Frank Walsh, Township Manager
5151 Marsh Road
Okemos, MI 48864

Re: Ingham County Materials Management Plan

Dear Ingham County Municipality,

The Ingham County Controller's Office, under the direction of the Ingham County Board of Commissioners, has officially filed the Notice of Intent to begin the new Materials Management Plan (MMP) process.

The Ingham County Board of Commissioners has decided to create a single county plan in accordance with the State of Michigan's requirements and guidelines [Section 11571(7)] as part of the amendments to Part 115, Solid Waste Management, of the Natural Resources and Environmental Protection Act, 1994 PA 451, as amended, which became effective in March 2023. These amendments mandate replacing existing County Solid Waste Management Plans with new Materials Management Plans (MMP). The new plan will emphasize sustainable materials management approaches, such as recycling and composting, rather than focusing solely on landfilling waste.

We kindly request that you post this information on your municipal website.
Please contact our Designated Planning Agency via email at
Controller@ingham.org with any questions.

Thank you for your time and consideration.

Sincerely,

Morgan Feldpausch
Environmental Sustainability Manager
Ingham County Controller's Office

Ingham County inspires pride among our residents and creates opportunities for every person to realize their potential. We lead by example.

**NOTICE OF INTENT TO PREPARE
MATERIALS MANAGEMENT PLAN
BY THE COUNTY OF INGHAM, MICHIGAN**

On July 2, 2024 the Ingham County Board of Commissioners officially filed the Notice of Intent to begin the new Materials Management Plan (MMP) process as required per Part 115, Solid Waste Management, of the Natural Resources and Environmental Protection Act, 1994 PA 451, as amended. The Ingham County Board of Commissioners voted to become the County Approval Agency and to complete the MMP development as a single county on March 26, 2024.

Please note that all materials management planning committee meetings will be open to the public and notices of these meetings shall be found at co.ingham.org/departments_and_officials/controller/ under the Materials Management Planning page and at 315 S Jefferson St, Mason, MI 48854. In addition, each municipality will receive notice and will have the meeting notices available as well.

Please contact Ingham County's Designated Planning Agency via email at Controller@ingham.org with any questions.

LSJ 10425042

Materials Management Planning

QUICK GUIDE

Materials Management Plans (MMP) are required by amendments to Part 115, Solid Waste Management, of the Natural Resources and Environmental Protection Act, 1994 PA 451, as amended (Part 115), specifically [Subpart 11](#), Materials Management Plans. These changes focus on sustainable materials management approaches, such as recycling and composting, instead of primarily disposal. MMPs, once approved, will replace existing solid waste management plans. This document provides guidance to assist with the development of these new MMPs.

CONTENTS

Glossary of Terms.....	2
Goals and Objectives of Materials Management Planning	3
Materials Management Planning Overview	3
Materials Management Plan Requirements.....	5
Responsible Parties - Roles and Responsibilities	8
Plan Initiation Process.....	10
County Approval Agency.....	12
Designated Planning Agency.....	13
Materials Management Planning Committee	14
Plan Development and Approval Process	17
Materials Management Planning Grants	21
Multicounty Materials Management Planning	22
What resources are available?.....	23

GLOSSARY OF TERMS

Benchmark Recycling Standard (BRS): a recycling curbside and drop-off access standard that each planning area must meet within the timelines identified in statute.

County Board of Commissioners (BOC): the elected governing body authorized to make policy decisions for the county, or the elected county executive, as appropriate.

County Approval Agency (CAA): the entity that assumes responsibility and is authorized to approve the MMP, by submitting a notice of intent for preparing the MMP. The CAA may be a county board of commissioners, all the municipalities in a county acting jointly, or a regional planning agency.

Designated Planning Agency (DPA): the agency and a specific individual of the agency designated by the CAA that shall serve as the primary government resource in the planning area for the administering and developing the MMP. “DPA” does not mean a regional planning agency, unless the CAA identifies the regional planning agency as the DPA.

Disposal Area: a facility that accepts solid waste for disposal, or handling prior to disposal, such as a landfill, incinerator, or solid waste processing and transfer facility.

Diverted Waste: waste generated by households, businesses, or government entities that can lawfully be disposed of at a municipal solid waste landfill or incinerator but is separated from other waste for better management. Examples of diverted waste include batteries, pesticides, pharmaceuticals, light bulbs, sharps, mercury containing devices, hazardous materials, or liquid wastes.

Managed Materials: solid waste, diverted waste, or recyclable material.

Materials Management Facility (MMF): a disposal area, materials utilization facility, or waste diversion center.

Materials Management Goal (MMG): goals identified in an MMP that are measurable, objective, and specific to the planning area identified to divert recyclables and organics from disposal. These goals include the municipal solid waste recycling rate goal, the benchmark recycling standards identified in Part 115, and any additional material utilization and reduction activities identified by the MMP.

Materials Management Planning Committee (MMPC): a permanent body that is appointed by the CAA to direct the Designated Planning Agency in the preparation, coordination and ensures fulfillment of the MMP.

Materials Utilization Facility (MUF): a facility, such as a materials recovery facility, anaerobic digester, compost facility, or innovative technology facility that processes recyclable materials for conversion into raw materials, intermediate, or new products.

Planning Area: the geographic area included within a materials management plan.

Regional Planning Agency: the Governor appointed 14 separate regions within the State for planning purposes. The [Michigan Association of Regions map](#) shows their geographical locations.

Waste Diversion Center: a facility designated for the purpose of receiving or collecting diverted wastes.

GOALS AND OBJECTIVES OF MATERIALS MANAGEMENT PLANNING

WHAT IS A MATERIALS MANAGEMENT PLAN (MMP)?

Each county is required by law, to have an MMP that assures adequate materials management capacity for all non-hazardous solid waste generated in the county. The plan will also assure that managed material is collected, processed, or disposed at facilities that are consistent with the county plan and comply with state laws and rules. This can include organics, recyclables, solid waste, and other materials. MMPs will also identify and regulate local criteria for siting of all [materials management facilities](#), such as landfills, solid waste processing and transfer facilities, materials recovery facilities, composting facilities, and anaerobic digesters.

The materials management plan is not the end-goal. The goal is to create and implement a robust materials management system.

HOW DO PLANS HELP A COUNTY?

- Gives a county a tool in its authority over management of solid waste, recyclables, organics, and other related activities within their county.
- Allows for mechanisms to fund and promote materials management methods like recycling and composting.
- Illustrates the county's materials management infrastructure (existing and new).
- Defines county or regional needs, goals, and identifies possible areas of growth.
- Encourages collaboration through partnerships to manage materials that are generated.
- Funds the effort to inventory current [materials management facilities](#) and available capacity.
- Helps establish current generation of organics, recyclable materials, and solid waste.
- Identifies gaps and local needs for infrastructure and services.

Once developed, the MMP becomes a tool and the authority to implement the vision set by the planning area.

MATERIALS MANAGEMENT PLANNING OVERVIEW

Materials management planning is a program designed to guide the management of counties' materials, with an emphasis on increasing sustainable practices, such as recycling and composting, in addition to ensuring safe disposal options. These materials can include food waste, yard clippings, recyclables, other source separated materials, and solid waste. Part 115 establishes statewide recycling goals and standards, and the MMP will identify an implementation strategy to meet those goals. MMPs will identify existing [materials management facilities](#) and the facilities needed to meet the plan goals, identify capacity required to manage its generated materials, and a siting process to develop new and required facilities.

WHAT DO I NEED TO KNOW ABOUT PLANS?

- MMPs will be required for each county, developed as a single or multicounty MMP.
- MMPs will focus on comprehensive materials management, including recycling, composting, other diversion activities, and disposal.
- MMPs will establish goals with measurable objectives to divert recyclables and organics from disposal, while also increasing recycling access and education.
- EGLE will initiate the planning process in September 2023.
- Counties will have 3 years to complete the planning process, including the MMP development and local approvals.
- Maximum timeframes are established throughout the development and approval process.
- Funding will be available annually for MMP development, implementation, and maintenance.
- Additional funding will be available for counties that participate in multicounty planning.
- MMPs replace existing solid waste management plans, once approved.
- This shift to more sustainable materials management strategies aligns with Michigan's [MI Healthy Climate Plan](#).

WHO IS INVOLVED IN PLANNING ACTIVITIES?

Materials management planning will require coordination and collaboration across county and local governments and the materials management industry. Below are the main entities.

- County Approval Agency (CAA).
- Designated Planning Agency (DPA).
- Materials Management Planning Committee (MMPC).

See the following for more details.

MATERIALS MANAGEMENT PLAN REQUIREMENTS

An MMP shall include the following requirements:

- Measurable, objective, and specific goals of the planning area, for solid waste diversion from disposal areas, including, but not limited to, the municipal solid waste recycling rate, the benchmark recycling standards, and the material utilization and reduction activities identified by the MMP.
- An implementation strategy for the county to demonstrate progress toward or to meet the materials management goals by the time of the 5-year MMP review. The strategy will include:
 - How progress will be made to reduce the amount of organic material being disposed of, through food waste reduction, composting, and anaerobic digestion.
 - How progress will be made to reduce recyclable materials being disposed of through increased recycling, including expanding convenient access and recycling at single and multifamily dwellings, businesses, and institutions.
- A description of the resources needed for meeting the materials management goals and how the development of necessary materials utilization facilities and activities will be promoted.
 - A description of how the benchmark recycling standards will be met.
 - A timetable for implementation.
- All managed material generated in the planning area will be identified by type and tonnage, to determine the planning area's managed material capacity needs and that all managed material is included in the planning area's materials management goals.
- Require that a proposed materials management facility meets the requirements of Part 115 and is consistent with the materials management goals.
- Identify and evaluate current and planned materials management infrastructure and systems that contribute or will contribute to meeting the materials management goals.
- Include an inventory of the names and addresses of the following:
 - Existing disposal areas.
 - Materials utilization facilities.
 - Waste diversion centers.
- Contain a facility inventory that shall, at a minimum, include the following information:
 - A summary of deficiencies, if any, in meeting current materials management needs.
 - The facility latitude and longitude.
 - The estimated facility acreage.
 - A description of the materials managed.
 - The processes for handling materials at the facility.
 - The total authorized capacity of the facility.
 - Include acknowledgement by the facility for capacity purposes, if applicable.

- If the inventoried facilities do not provide sufficient capacity for managed materials, the MMP shall identify specific strategies, including a schedule and approach to develop and fund needed capacity.
- Ensure that the [materials management facilities](#) that are identified as necessary to be sited can be developed.
- An enforceable mechanism to meet the goals of the MMP and implement the MMP.
- Calculate the municipal solid waste recycling rate for the planning area.
- Describe the materials management transportation infrastructure.
- Include current and projected population densities and identify population centers and centers of managed material generation in the planning area, to demonstrate that the capacity required for managed material is met.
- Describe the mechanisms by which municipalities in the planning area will ensure convenient recycling access, such as one or more of the following:
 - Assignment of the responsibility to the county or an authority.
 - A franchise agreement.
 - An intergovernmental agreement.
 - Municipal service.
 - Licensing under an ordinance.
 - A public-private partnership.
- Specify a recommended minimum level of recycling service that incorporates the access requirements of the benchmark recycling standards.

The county or municipality within the planning area may, through an appropriate enforceable mechanism, require haulers operating in its jurisdiction to provide the recommended level or a different minimum level of recycling service.

- Identify the DPA and the entity or entities responsible for each of the MMP's responsibilities.
- With respect to education and outreach for residents and businesses in the planning area, do both of the following:
 - Provide a strategic plan that identifies roles, responsibilities, funding sources, and methods for persons providing the education and outreach services.
 - Describe the county or regional role in providing continuing recycling education. The recycling education shall include, but is not limited to, providing a recycling guide both in hard copy at select public locations and electronically on a cell phone-friendly website. The recycling guide shall do the following:
 - ✓ Identify recycling locations.
 - ✓ Identify recyclable materials.
 - ✓ Explain how to prepare recyclable materials for collection.
 - ✓ Describe other best practices.

- Include a listed telephone number for additional information. Include a siting process and a copy of any ordinance, law, rule, or regulation of a municipality, county, or governmental authority within the planning area that applies to the siting process.
- Take into consideration the MMPs of counties adjacent to the planning area, as they relate to the planning area's needs.
- Document all opportunities for participation and involvement of the public, all affected agencies, parties, and the private sector, in the preparation of the MMP.
- An MMP may include management plans for debris from environmental damage, for debris from disasters, or for other materials, such as construction or demolition waste, not otherwise required to be covered by an MMP.
- If a solid waste landfill is proposed to be developed in the planning area within two (2) miles of a municipality that is located adjacent to the planning area, or if a solid waste processing and transfer facility or materials utilization facility is proposed to be developed in the planning area within one (1) mile of such a municipality, both of the following apply:
 - The CAA shall notify the legislative body of the adjacent municipality, of the proposed development, in writing. The notice shall include a copy of this subsection.
 - The planning committee shall provide the adjacent municipality an opportunity to comment on the proposed development.
- An MMP shall include a siting process with a set of minimum criteria.
 - The siting process shall not include siting criteria that are more restrictive than state law, if a materials utilization facility could not be developed anywhere in the planning area under those criteria.
 - A materials utilization facility need not be sited, if the CAA or DPA demonstrates to the department that the planning area has available capacity sufficient to address the managed materials identified by the MMP as being generated in the planning area.

RESPONSIBLE PARTIES - ROLES AND RESPONSIBILITIES

MATERIALS MANAGEMENT PLAN (MMP) PARTIES AND GENERAL RESPONSIBILITIES:

- The County Board of Commissioners or elected county executive, municipalities within the county, or the regional planning agency may assume responsibility for a planning area. This responsible entity becomes the CAA.
- The CAA will appoint a DPA to develop the MMP.
- The CAA will also appoint an MMPC to identify planning area priorities and direct the DPA for MMP preparation.

COUNTY BOARD OF COMMISSIONERS (BOC) DUTIES:

- Receives the request from EGLE to prepare an MMP.
- May file the Notice of Intent (NOI) to prepare the MMP or decline to prepare the MMP.
- If the BOC declines preparation of the MMP, they shall advise the municipalities and the Regional Planning Agency (RPA) of their decision.
- Receives MMP grant money from EGLE and distributes it to the CAA.
- Automatically responsible for Plan implementation, if EGLE prepares the MMP.

NOTE. If the BOC declines to submit the NOI, the municipalities or RPA can request an extension to allow the parties an opportunity to determine who will file the NOI. If an NOI is not filed, EGLE may prepare the MMP.

COUNTY APPROVAL AGENCY DUTIES:

- Serves as the primary responsible party.
- Responsible for MMP implementation.
- Consults with adjacent counties regarding interest in preparing a multicounty MMP.
- Appoints the DPA.
- Appoints an MMPC.
- Oversees the creation and implementation of the DPA's work program.
- Utilizes the MMP Grant funds for MMP development and implementation.
- Approves the MMP prior to municipal approval.
- Approves MMP modifications, if needed.
- Certifies to the Department the progress toward meeting all components of its materials management goals.

DESIGNATED PLANNING AGENCY DUTIES:

- Serves as the primary government resource in the planning area for information about the MMP and the MMP development process.
- Prepares the MMP work program.
- Prepares the MMP.
- Consults with all affiliated entities.
- Publishes required public notices.
- Obtains written approvals from the Planning Committee, CAA, and municipalities.
- Manages the public comment process.
- Drafts language for review and approval of the Planning Committee.
- Ensures approval process and submittals comply with Part 115.

MATERIALS MANAGEMENT PLANNING COMMITTEE (PLANNING COMMITTEE/MMPC) DUTIES:

- Directs the DPA in the preparation of the MMP.
- Reviews and approves the DPA work program.
- Identifies relevant local policies and priorities.
- Ensures coordination in the preparation of the MMP.
- Advises county (or counties if multi-county) and municipalities.
- Ensures that the DPA is fulfilling all the requirements and rules promulgated under this part, as to both the content of the MMP and the public participation requirement.
- Notifies the applicable parties of any identified deficiencies.
- Approves the MMP prior to public comment.
- Provides the final level of approval of the MMP before it is presented for CAA approval.

EGLE PREPARED MMP

- If EGLE is responsible for preparing the MMP for two or more counties, EGLE may include those counties in the planning area of a single MMP and may exercise its powers and perform its duties for those counties jointly.
- EGLE will develop an MMP using the standard format and having specific requirements, as required by [Section 11580 of Part 115](#).
- MMP Grant funds may be used by the department for MMP preparation.
- The BOC is automatically responsible for the EGLE prepared Plan implementation.

PLAN INITIATION PROCESS

OUTLINE OF STEPS:

- STEP 1:** EGLE Director Initiates the MMP Process (*THE COUNTY HAS 180 DAYS TO FILE THE NOI*).
- STEP 2:** CAA Responsibility Determined.
- STEP 3:** Multicounty Planning Consideration.
- STEP 4:** Develop Interlocal Agreement for a Multicounty MMP (if applicable).
- STEP 5:** Submit Notice of Intent (NOI) to EGLE and CAA Confirmed.

DETAILS OF STEPS:

STEP 1: EGLE Director Initiates MMP process.

EGLE will request each county BOC or County Executive, as appropriate, to submit an NOI to prepare an MMP. The NOI shall be submitted within 180 days of this request.

STEP 2: CAA Responsibility Determined.

Each county BOC will have the first opportunity to assume responsibility for the MMP and complete the initial tasks required of the CAA. If the BOC declines this responsibilities, then all municipalities in the county jointly or the RPA may elect to take the CAA responsibilities. If the municipalities and the RPA declines the CAA responsibilities, EGLE shall write the MMP on behalf of the County.

NOTE: A formal decision by resolution or similar mechanism will be required to document either a confirmation or a rejection of each county or RPA, as appropriate, regarding the CAA entity decision.

If the BOC declines to become the CAA, they will give up their authority for ALL responsibilities for the MMP and the entity that becomes the CAA will be granted those responsibilities in lieu of the BOC.

Multicounty plans will follow the same procedure for approval of a single county plan. Each county represented in multicounty plan will confirm its own CAA, then jointly designate a single DPA, and enter an interlocal agreement for preparation of the multicounty plan.

STEP 3: Multicounty Planning Consideration

Before submitting the NOI, each CAA shall consult with each adjacent county regarding the option of preparing a multicounty MMP. Documentation of these consultations is required to be submitted with each NOI. Please see Section 11571(7) for additional information.

STEP 4: Develop Interlocal Agreement for a Multicounty MMP (if applicable).

For those counties that intend to develop a multicounty MMP, an interlocal agreement must be developed between all counties preparing its MMP. Documentation of an executed interlocal agreement is required to be submitted with each NOI, if applicable.

STEP 5: Submit Notice of Intent to EGLE and CAA Confirmed.

Once the NOI is submitted the entity is then confirmed as the CAA. Each CAA shall submit the following items as part of their NOI submittal:

- NOI indicating which entity will become the CAA, accepting responsibility for the preparation and responsibilities of the MMP development, implementation, and authorities.
- Documentation indicating the CAA consulted with each adjacent county regarding the option of preparing a multicounty MMP.
- Documentation of the outcome of the above adjacent county consultation, including a copy of any interlocal agreement identifying the process for creating a multicounty MMP.

NEXT STEPS: For next steps, see the [Plan Development and Approval](#) section of this Guide.

COUNTY APPROVAL AGENCY

The **CAA** is the entity that assumes responsibility and authority over the MMP. The CAA will be responsible for approving and implementing the MMP, determining whether to pursue multicounty planning with adjacent counties, and filing an NOI. This section contains the steps and guidance for determining the CAA, as well as its roles and responsibilities.

DETERMINATION OF THE CAA:

- The BOC will receive the initial request from EGLE to prepare an MMP.
- The BOC may accept or decline responsibilities to prepare the MMP
- If the BOC files the NOI with a response of "accept," they are assuming responsibility of the MMP, and are declaring themselves the CAA.
- If the BOC declines preparation of the MMP, they shall advise the municipalities and the RPA of their decision.
- The municipalities, acting jointly, or the RPA, then have the option to file the NOI and become the CAA.
- If the BOC declines, if needed, the municipalities or the RPA can request an extension of the deadline to file the NOI to make their determination. If no NOI is filed or all entities decline, EGLE will prepare the MMP, and it will be final.

NOTE. Before filing the NOI, the entity who chooses to do so must also complete various pre-planning activities, including consulting with adjacent counties to gauge interest in a multicounty MMP and completing an interlocal agreement if pursuing a multicounty MMP.

Once the CAA files the NOI and all supporting documentation, it is recommended that the CAA immediately start the next steps in the MMP development process because the filing of the NOI triggers a 180-day time limit to complete all the following tasks:

- Appoint the DPA.
- Appoint the MMPC.
- The DPA Prepares the Work Program.
- The MMPC Approves the Work Program.
- EGLE Approves the Work Program.

RESPONSIBILITIES OF THE CAA:

- Primarily responsible for all aspects of the MMP.
- Responsible for MMP implementation.
- Consults with adjacent counties regarding preparing a multicounty MMP prior to filing the NOI.
- Appoints the DPA.
- Appoints a Materials Management Planning Committee.
- Oversees the creation and implementation of the DPA's work program.
- Utilizes the MMP Grant funds for MMP development and implementation - this will be distributed initially to the BOC or County Executive, and then must be sent to the CAA.
- Approves the MMP prior to municipal approval.
- Approves MMP modifications, if needed.
- Certifies to EGLE the progress toward meeting all components of its materials management goals.

DESIGNATED PLANNING AGENCY (DPA)

The **DPA** is the agency, and an individual within that agency, identified as the primary contact person for administering and preparing the MMP. [[Section 11574](#)].

DPA RESPONSIBILITIES:

- Serves as the primary government resource in the planning area for information about the MMP and leads the MMP development process.
- Under the direction of the MMPC, prepares the MMP using the EGLE provided format, solicits public comment, and obtains MMP approval.
- During the preparation of the MMP, solicits the advice of and consults with the following organizations:
 - Municipalities, various organizations related to materials management, and the private sector, such as materials management facility operators, in the planning area.
 - The county or regional planning agency.
 - Counties and municipalities in counties that are adjacent to the planning area.

Public Notice and Comments:

At least 10 days before each public meeting where the DPA will discuss the MMP, a notice of the meeting must be given to the elected official of each municipality within the planning area, to adjacent communities, and to anyone else within the planning area that requests notice of these meetings. The notice shall indicate as precisely as possible the subject matter being discussed.

Once the MMP is drafted and approved by the MMP Committee, the DPA is required to:

- Share the MMP draft for public review and comment for a minimum of 60 days.
- Conduct a public hearing on the MMP during the public comment period. A public notice of the hearing must be published at least 30 days prior to the hearing.
- Publish the notice in a newspaper, or by electronic media, with major circulation or viewership in the planning area. The notice must state where to find the draft MMP, the end date of the public comment period, and solicit public comment. Online notices must remain posted until the end of the public comment period. This notice may also serve as the public hearing notice.
- Provide a copy of the MMP along with a notice of the end of the public comment period to:
 - EGLE.
 - Each municipality within the planning area.
 - Counties and municipalities adjacent to the planning area that may be significantly affected by the MMP or that have requested the opportunity to review the MMP.
 - The regional planning agency for each county in the planning area.
- Submit a summary of comments received during the public comment period to the MMPC.
- Revise the MMP based on public comment, as directed by the MMPC. The DPA has 30 days from the end of the public comment period to resubmit the MMP to the planning committee, if applicable.
- The DPA must ensure that the MMP approval process has been followed. See the [Materials Management Planning Committee section](#) of this document more details.



MATERIALS MANAGEMENT PLANNING COMMITTEE

The MMPC/Planning Committee is a permanent body that is appointed to direct the DPA in the preparation of the MMP. [[Section 11572 and 11573](#)]

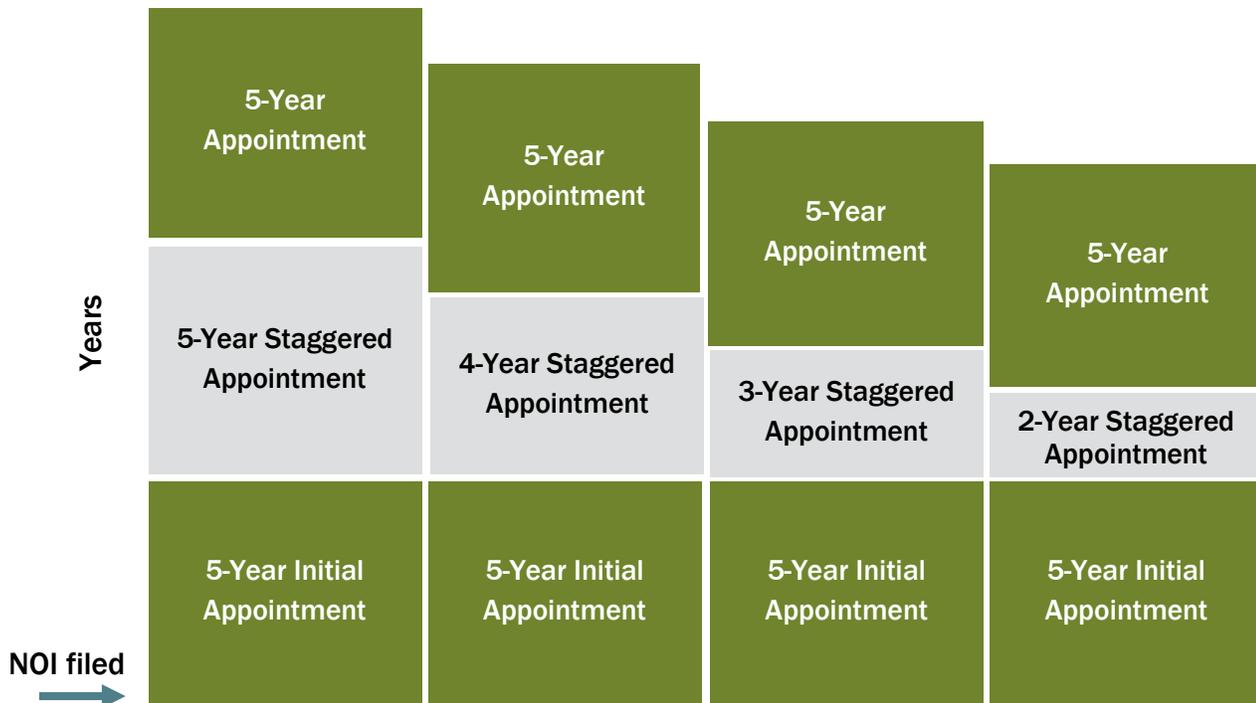
DUTIES AND RESPONSIBILITIES OF THE MMPC

- Directs the DPA in the preparation of the MMP.
- Reviews and approves the DPA work program.
- Identifies relevant local policies and priorities.
- Ensures coordination in the preparation of the MMP.
- Advises counties and municipalities regarding the MMP.
- Ensures the DPA is fulfilling the requirements of Part 115, including the MMP's content and public participation.
- Notifies the DPA and applicable parties of any deficiencies in the MMP or the process.
- Approves the MMP prior to public comment.
- Provides the final level of MMP approval before it is presented for CAA approval.

COMMITTEE APPOINTMENTS

- Initial members are appointed for a 5-year term.
- After initial 5-year term there should be a period of staggered appointments (2, 3, 4, and 5-year terms; the following example of Staggered Appointments).
- After staggered positions are established, their successors should be appointed for 5-year terms.
- Members can be reappointed.
- Vacancies should be filled for the unexpired term in the same manner as the original appointment.
- Members can be removed by CAA due to incompetence, dereliction of duty, or malfeasance, misfeasance, or nonfeasance in office.

Exemplified of Staggered Appointments



VOTING

- A majority of members present at a meeting constitutes a quorum for the transaction of business.
- An affirmative vote from the majority of the members appointed is required for official action to be taken.
- The approval of a County and/or Regional MMP requires the affirmative vote of a majority of the full planning committee. For example, if:
 - There are 13 total member positions (12 active members and 1 vacant position).
 - When a vote is taken, a minimum of 7 affirmative votes are required for that action to pass.
 - Votes needed are based on the total number of available positions, not how many are currently filled and/or present at the meeting.

PLANNING COMMITTEE MEMBER REQUIREMENTS

All members must either provide services to or reside within the planning area and be defensible if challenged.

Member Requirements

- A solid waste disposal facility operator.
- A representative of a hauler of managed material.
- A materials recovery facility operator.
- A composting facility or anaerobic digester operator.
- A waste diversion, reuse, or reduction facility operator.
- A representative of an environmental interest group that has members residing in the planning area.
- An elected official of the county.
- An elected official of a township.
- An elected official of a city or village.
- A representative of a business that generates a managed material.
- A representative of the [regional planning agency](#) whose territory includes the planning area.

Optional Members/Scenarios

- The CAA may appoint one additional representative that does business in or resides in an adjacent community outside the planning area.
- If during the MMP development or amendment process, a solid waste landfill is proposed in the planning area within 2 miles of a municipality that is located adjacent to the planning area, or if a solid waste processing and transfer facility or materials utilization facility is proposed in the planning area within 1 mile of such a municipality, the CAA shall notify the adjacent municipality in writing. This municipality may provide comment on the proposed development.

Optional Multicounty Planning Members

In addition to the above committee members, each county in a multicounty plan may appoint the following additional members:

- An elected official of the county or a municipality.
- A representative from a business that generates managed materials.

Minimum Planning Committee Members

If the CCA has difficulty finding qualified individuals to serve on the planning committee, EGLE may approve a reduction in the number of members. Contact EGLE for more details.



PLAN DEVELOPMENT AND APPROVAL PROCESS

This section details the steps to develop and approve the MMP and grant eligibility, after the EGLE Director initiates the MMP development process ([Part 115](#), Sections 11571–11576, 11580, 11587).

- STEP 1.** NOI is filed and the responsible entity becomes the CAA within 180 days of EGLE’s request. If an NOI was not filed by the BOC, the municipalities or RPA can request an extension from EGLE to allow the parties an opportunity to determine who will file the NOI with an EGLE approved extension.
- If an NOI was filed, continue to Step 2.
 - If an extension was requested by the municipalities or RPA from EGLE and approved by EGLE, continue to Step 2.
 - If an extension was not requested or an NOI was not filed, EGLE shall prepare the MMP. The EGLE prepared MMP is final, and the process ends.

The CAA has a total of 36 months from the date an NOI is filed to complete its portions of the process.

- STEP 2.** After the NOI is submitted, the following must be completed:
- The CAA establishes the DPA. The CAA will have the option to identify a DPA while filing its NOI. This is highly recommended to give the DPA ample time to complete the remaining tasks. However, the CAA has up to 120 days to officially appoint their DPA.
 - Within 180 days: The CAA appoints the MMPC; the DPA will draft the Work Program; the MMPC approves Work Program and submits the Work Program to EGLE; EGLE approves the Work Program. All tasks must be completed within this 180-day given timeframe.

The CAA is grant eligible once an NOI is filed, a DPA and MMPC have been appointed, and a Work Program has been approved by the MMPC and EGLE. *It is recommended to begin MMP drafting and development while waiting for MMP grant distribution, to ensure the 36-month total timeframe is met.*

STEP 3. The MMP is drafted.

STEP 4. The MMPC approves the draft MMP.

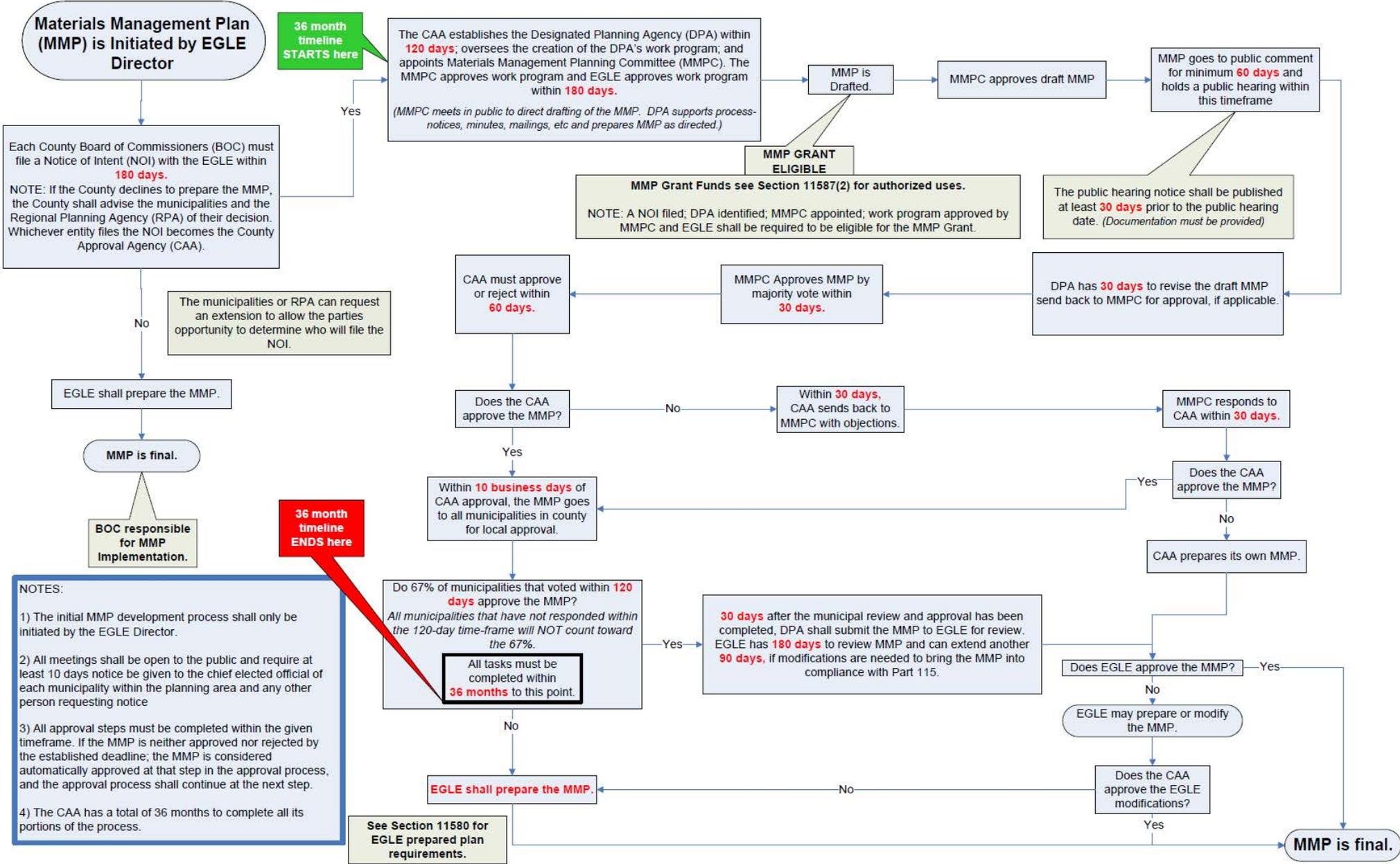
STEP 5. The MMP goes to public comment for a minimum of 60 days. During this time, a public hearing is conducted by the DPA.

- The public hearing notice shall be published at least 30 days prior to the public hearing date. Documentation must be provided to EGLE.

STEP 6. Once the public comment period and hearing are completed, the DPA has 30 days to revise the draft MMP based on comments received and send the draft MMP back to the MMPC for approval, if applicable.

- STEP 7.** The MMPC approves the MMP by majority vote within 30 days after the DPA has sent the revised draft MMP back for final approval.
- STEP 8.** The CAA must approve or reject the MMP within **60 days** after the MMPC has approved the MMP.
- If the CAA approves the MMP, continue to Step 9.
 - If the CAA does not approve the MMP within **30 days**, the CAA sends the MMP back to the MMPC with objections.
 - The MMPC then responds to the CAA within **30 days**.
 - The CAA acts on the MMP.
 - ✓ If the CAA approves the MMP, continue to Step 9.
 - ✓ If the CAA does not approve the MMP, the CAA prepares its own MMP, then continues to Step 10.
- STEP 9.** Within **10 business days** of CAA approval, the DPA sends the MMP to all municipalities in the County.
- STEP 10.** Municipalities are given **120 days** to approve or reject the MMP.
- Only those municipalities that voted within the 120 days will count toward approval or rejection of the MMP. *All municipalities that have not responded within the 120-day timeframe will NOT count toward the 67 percent.*
 - If 67 percent of the municipalities that acted on the MMP within 120 days approve of the plan, continue to Step 11.
 - *NOTE: 67 percent of the municipalities that respond to the vote must approve the MMP.*
 - If 67 percent of municipalities that voted within 120 days do not approve the MMP, **then EGLE will prepare the MMP, it will be final, and the process ends.**
 - *NOTE: ALL tasks to this point must be completed within 36 months.*
- STEP 11.** 30 days after the municipalities review and approve the MMP, the DPA shall submit the MMP to EGLE for final review, continue to Step 12.
- After the MMP is submitted by the DPA, EGLE has 180 days to review. The review can be extended by another 90 days if modifications are needed to bring the MMP into compliance with Part 115.
- STEP 12.** If EGLE approves the MMP, the MMP is final, and the process is complete. If EGLE does not approve the MMP, EGLE may prepare or modify the MMP, and the process continues to Step 13.
- STEP 13.** EGLE submits the MMP to the CAA. If the CAA approves the EGLE modifications of the MMP, the MMP is final, and the process is complete. If the CAA does not approve the EGLE modifications to the MMP, EGLE prepares the final MMP, and the process is complete.

MATERIALS MANAGEMENT PLAN APPROVAL PROCESS



NOTES

- All meetings shall be open to the public and require at least **10-day** notice be given to the chief elected official of each municipality within the planning area and any other person requesting notice.
- All approval steps must be completed within the given timeframe. If the MMP is neither approved nor rejected by the established deadline, the MMP is considered automatically approved at that step in the approval process, and the approval process shall continue at the next step.
- The CAA has a total of 36 months to complete all its portions of the process.

EGLE PREPARED MATERIALS MANAGEMENT PLAN REQUIREMENTS

- Materials utilization facilities or solid waste processing and transfer facilities are automatically found to be consistent with the MMP if they: (1) are exempt from permit and license requirements; (2) comply with local zoning requirements; and (3) that are identified in the MMP.
- The MMP cannot approve any non-contiguous additional solid waste landfill disposal capacity unless the BOC has shown a demonstrated need ([Section 11509\(9\)](#)).
- The MMP shall require all haulers servicing the planning area, per Part 115, to provide recycling access per the Benchmark Recycling Standard.

Further, an EGLE prepared MMP will not contain a requirement for additional siting criteria or the criterion that the Host Community provides an approval for the development of any facility.



MATERIALS MANAGEMENT PLANNING GRANTS

WHO IS ELIGIBLE TO RECEIVE FUNDING?

Each county that applies and meets the eligibility requirements will receive funding. Funds will be granted to the BOC once the grant application and agreement are approved. If the BOC is not identified as the CAA, then it is the responsibility of the BOC to distribute the funds to the appropriate CAA within 60 days after receipt of the funds. *If EGLE is preparing the MMP for the County, the funds may be utilized by EGLE.*

HOW CAN FUNDING BE USED?

Funds can be used for preparing, implementing, and maintaining an MMP. Including:

- Development of a work program as described in [Section 11587 of Part 115](#).
- Developing and amending an MMP.
- Ensuring public participation.
- Resources used to determine whether new facilities are consistent with the MMP.
- Collecting, submitting, and evaluating data for the database for facility reporting purposes.
- Recycling education and outreach.
- Establishing and continuing recycling and materials utilization programs consistent with the goals.
- Preparation of required reports to EGLE.
- Efforts to obtain support for the MMP and planning process.
- Other efforts related to MMP implementation.

Funds can be used for implementation, however, the MMP development costs take precedence, and an Implementation Work Program has been approved as part of the MMP Grant Agreement.

WHEN IS FUNDING AVAILABLE?

These grants will be awarded annually. To receive funds in the first 3 years, the CAA must have:

- Appointed the DPA.
- Appointed the MMPC.
- A Work Program Prepared by the DPA.
- A Work Program Approved by the MMPC.
- A Work Program approved by EGLE.

The Work Program must contain activities for developing and implementing the MMP and must show associated costs to be covered by the County and the grant. Grantees must keep records documenting use of grant monies.

HOW LONG IS FUNDING AVAILABLE?

Funding is established by the [Income Tax Act Of 1967 Act 281 Of 1967](#), specifically Section 206.51g, Renew Michigan Fund, and is subject to appropriation.

HOW MUCH FUNDING IS AVAILABLE?

Grants will be calculated using the following:

- \$60,000 for each county in the planning area.
- \$10,000 additional for each county in a multicounty planning area.
- For the first 3 years, an additional 50 cents per capita of each county*, up to \$300,000.

**Based on the 2020 Census Data*

Per capita money will not be available for future MMP development.

MULTICOUNTY MATERIALS MANAGEMENT PLANNING

In many cases, MMPs for a multicounty area may be more effective and efficient than plans developed for single counties. Multicounty MMPs may improve operations, costs, environmental outcomes, education and outreach efforts, and market development. Each county is required to consult with adjacent counties to consider multicounty planning and additional grant funds are available for counties participating in a multicounty MMP.

REQUIREMENTS FOR THE DEVELOPMENT OF A MULTICOUNTY MMP

- An MMP may include two or more counties if each of those counties agree to the joint exercise of powers and performance of the duties under Subpart 11 for the BOC and of the CAAs.
- Multicounty MMPs are subject to the same procedure for approval as single-county MMPs. A multicounty MMP shall include a process to ensure that the MMP requirements are met.
- CAAs preparing a multicounty MMP, shall appoint a single planning committee. For each county, additional planning committee members may be appointed:
 - An elected official of the county or a municipality in the planning area.
 - A representative from a business that generates managed materials within the planning area.

MULTICOUNTY COLLABORATION

Counties will be required to document that they contacted, at a minimum, their adjacent counties, regarding the option and interest in preparing a multicounty MMP. Documentation memorializing the outcome and any interlocal agreements identifying the process for creating a multicounty MMP will be submitted to EGLE with each county's NOI.

NOTE: Counties consulted may reside outside the state-designed planning region.

THE BENEFITS OF MULTICOUNTY PLANNING

There are several benefits of creating and implementing a multicounty MMP, including additional grant funding. Each eligible county will receive \$60,000 plus, for the first three years, \$0.50 per capita, not to exceed \$300,000. Counties collaborating in a multicounty plan will **each** receive an additional \$10,000 per year. In addition, collaborating counties can:

- Improve efficiencies, reduces costs and allows for shared implementation costs.
- Streamline access to regional facilities and haulers.
- Identify solutions with counties facing similar challenges and opportunities.
- Use a standardized educational campaign for the planning area.
- Reduce contamination and increase marketability and value of materials.
- Reduce the need to have or create program expertise in each county.
- Increase service options for the region, making it easier to meet capacity and access requirements.
- Provide a larger pool of potential MMPC representatives.

WHAT RESOURCES ARE AVAILABLE?

- [MMP Toolbox](#)
- Email: [EGLE Planning Staff](#)
- [Materials Management Planning Program Staff Map](#)
- [Recycling Program Staff Map](#)
- [Regional Planning Agencies](#)
- [County DPA Contacts](#)
- [Materials Management Facilities ArcGIS Map](#)
- Funding Opportunities (see [Planning Website](#))
- [Mega Data Collection Project](#)

Visit Michigan.gov/EGLEMMP or contact EGLE-MMP@Michigan.gov for more information.

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To request this material in an alternate format, contact EGLE-Accessibility@Michigan.gov or 800-662-9278.



To: Planning Commission

From: Brian Shorkey, Principal Planner

Date: August 12, 2024

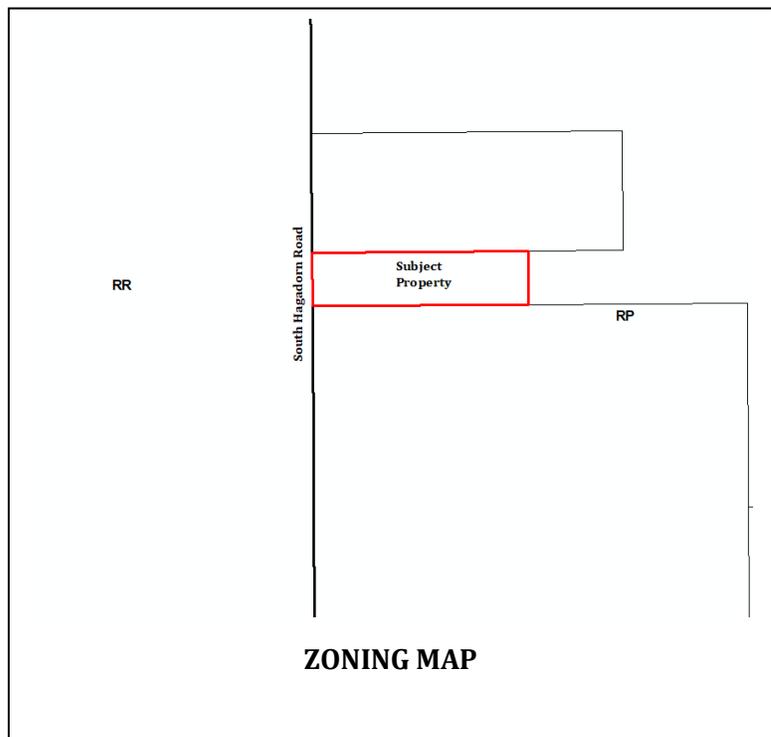
Re: Special Use Permit #24020 (Okemos Local Investments), to construct an adult use marijuana provisioning center at 4360 South Hagadorn Road, Okemos, MI 48864.

Okemos Local Investments (Applicant) has submitted a Special Use Permit (SUP) application for the construction of a 2,587 square foot adult use marijuana retailer at 4360 South Hagadorn Road, Okemos, MI 48864 (Subject Property). The Subject Property is approximately 0.62 acre in size and is zoned RP – Research and Office Park. This SUP application follows the Board of Trustees’ approval of the adult use marijuana conditional license on May 9, 2024.

Zoning and Future Land Use

The Subject Property is located in the RP – Research and Office Park zoning district. The same zoning designation applies to the adjacent properties to the north, east, and south. The property to the west is zoned RR – Rural Residential and is Michigan State University property.

The RP district requires a minimum of 200 feet of lot frontage and 2 acres of lot area for new lots. The Subject Property is an existing parcel and is approximately 0.62 acres in size (approximately 27,000 square feet) and has approximately 82 feet of frontage along South Hagadorn Road.

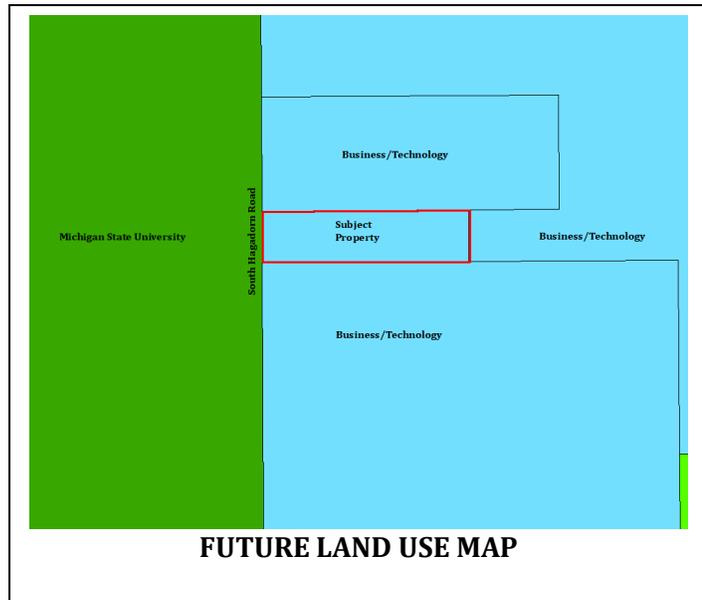


The Future Land Use Map from the 2023 Master Plan designates the subject site in the Business/Technology category. This is likewise true for the properties to the north, east, and south. The property to the west is shown as Michigan State University property.

Staff Analysis

Applications for special land use permits are reviewed under Sec. 86-126 in the Zoning Ordinance. Based on that review, Staff has the following comments:

1. The Subject Property lies within Adult Use Marijuana Overlay Area 4. This has been approved of one of the only five areas in the Township where adult use marijuana retailers are allowed. An adult use retail permit has been approved for the site.
2. The project is consistent with the intent and purposes of this chapter and the proposed adult use marijuana retailer conforms with the Subject Property's zoning and Future Land Use designations.
3. The project is consistent with applicable land use policies contained in the Township's comprehensive development plan of current adoption.
4. The project is designed, constructed, operated, and maintained so as to be harmonious and appropriate in appearance with the existing or intended character of the general vicinity and that such a use will not change the essential character of the same area.
5. The project is not expected to adversely affect or be hazardous to existing neighboring uses.
6. The project is not expected to be detrimental to the economic welfare of the surrounding properties or the community.
7. The project is adequately served by public facilities, such as existing roads, schools, stormwater drainage, public safety, public transportation, and public recreation, or that the persons or agencies responsible for the establishment of the proposed use shall be able to provide any such service.
8. The project is adequately served by public sanitation facilities if so designed. If on-site sanitation facilities for sewage disposal, potable water supply, and stormwater are proposed, they shall be properly designed and capable of handling the long term needs of the proposed project.
9. The project will not involve uses, activities, processes, materials, and equipment and conditions of operation that will be detrimental to any persons, property, or the general welfare by reason of excessive production of traffic, noise, smoke, fumes, glare, or odors.



Special Use Permit #24020 (Okemos Local Investments)

Planning Commission (August 12, 2024)

Page 3

10. The project is not expected to directly or indirectly have a substantial adverse impact on the natural resources of the Township, including, but not limited to, prime agricultural soils, water recharge areas, lakes, rivers, streams, major forests, wetlands, or wildlife areas.
11. Attachment #7 details the safety and odor control that is being proposed by the Applicant. The safety and odor control systems meet the Township's requirements.
12. The Subject Property is adequately served by water and sewer. An attached traffic assessment (Attachment #6) verifies that the existing roads are capable of handling the traffic and no traffic study is required.
13. A sign plan was submitted (Attachment #5) as required by Sec. 40-30. The site plan shows a proposed freestanding sign. The proposed freestanding sign meets the requirements of the Township sign ordinance. Any future signage will require separate approvals.

Based on the information provided by the Applicant, Staff has identified no major concerns that would negatively impact surrounding properties or the Township at large while reviewing the proposed Special Use Permit. If the project is approved by the Planning Commission and the Township Board, the applicant will be required to submit for Site Plan Review and/or any required building permits prior to beginning operations.

Recreational Marihuana Approval Process

Applicants for a Recreational Marihuana Facility must go through various steps in order to establish a facility within Meridian Township, including securing local and state approval. Applications are submitted to the Director of Community Planning and Development for review. All inspections, review, processing, and competitive review, if necessary, shall be completed within 90 days of a complete application. A completed application is forwarded to the Township Board, who must approve or deny the application within 120 days of a completed application and fees. If the application is approved, then the Applicant shall receive a conditional approval, the conditions of which must be met for the Applicant to receive a Permit as the Permit Holder. If the Township Board issues conditional approval, then the Applicant must submit their SUP application to the Planning Commission within 60 days. Recreational Marihuana permits are reviewed for renewal or amendment, but the SUP does not require annual renewal. If the applicant maintains a valid State license and remains in good standing with both the State and Township a renewal will be granted for another one year period.

Planning Commission Options

The Planning Commission may recommend approval, approval with conditions, or denial of the proposed special use permit. A resolution will be provided at a future meeting.

Attachments

1. Special use permit application
2. Attachment 1: List of Persons Possessing Property Interest and Description of Property Interest
3. Attachment 2: Legal Description for 4360 South Hagadorn Road, Okemos, MI 48864
4. Attachment 3: Description of Project and Development Phases
5. Attachment 4: Nonrefundable Application Fee
6. Attachment 5: Site Plan, dated January 12, 2024

Special Use Permit #24020 (Okemos Local Investments)
Planning Commission (August 12, 2024)
Page 4

7. Attachment 6: Traffic Impact Analysis, dated August 19, 2021
8. Attachment 7: Business Operation Plan

**CHARTER TOWNSHIP OF MERIDIAN
DEPARTMENT OF COMMUNITY PLANNING AND DEVELOPMENT
5151 MARSH ROAD, OKEMOS, MI 48864
PLANNING DIVISION PHONE: (517) 853-4560, FAX: (517) 853-4095**

SPECIAL USE PERMIT APPLICATION

Before submitting this application for review, an applicant may meet with the Director of Community Planning and Development to discuss the requirements for a special use permit and/or submit a conceptual plan for review to have preliminary technical deficiencies addressed prior to submittal of the application. If the property or land use is located in the following zoning districts RD, RC, RCC, RN then the applicant must meet with the Planning Director to discuss technical difficulties before filing a formal application.

Part I

- A. Applicant Okemos Local Investments LLC
 Address of Applicant 4360 S Hagadorn Road, Okemos MI 48864
 Telephone - Work (248) 914-0631 Home _____ Fax _____ Email pernickprogressive@gmail.com
 Interest in property (circle one): Owner Tenant Option Other gmail.com
 (Please attach a list of all persons with an ownership interest in the property.) See Attachment 1.
- B. Site address / location / parcel number 4360 S Hagadorn Road, Okemos MI 48864, Parcel No. 33-02-02-29-151-003
 Legal description (please attach if necessary) See Attachment 2.
 Current zoning Research and Office Park (RP)
 Use for which permit is requested / project name Marihuana Retailer
 Corresponding ordinance number Ord. No. 2022-19
- C. Developer (if different than applicant) N/A.
 Address _____
 Telephone – Work _____ Home _____ Fax _____
- D. Architect, Engineer Planner or Surveyor responsible for design of project if different from applicant:
 Name T.A.O. Design Services, LLC
 Address 5494 McNamara Lane, Flint, MI 48506
 Telephone – Work (810) 820-1436 Home _____ Fax _____
- E. Acreage of all parcels in the project: Gross 0.621 Net _____
- F. Explain the project and development phases: See Attachment 3.
- G. Total number of:
 Existing: structures 1 bedrooms _____ offices _____ parking spaces 12 carports _____ garages _____
 Proposed: structures _____ bedrooms _____ offices _____ parking spaces _____ carports _____ garages _____
- H. Square footage: existing buildings 2587 proposed buildings _____
 Usable Floor area: existing buildings _____ proposed buildings _____
- I. If employees will work on the site, state the number of full time and part time employees working per shift and hours of operation: Applicant anticipates that approximately 10 employees will be working on site. The business's hours of operation will be from 9 am to 9 pm. 7 days per week. Employees are expected to work on site from 8 am to 10 pm.
- J. Existing Recreation: Type _____ Acreage _____
 Proposed Recreation: Type _____ Acreage _____
 Existing Open Space: Type _____ Acreage _____
 Proposed Open Space: Type _____ Acreage _____

- K. If Multiple Housing:
- Total acres of property _____
- Acres in floodplain _____ Percent of total _____
- Acres in wetland (not in floodplain) _____ Percent of total _____
- Total dwelling units _____
- Dwelling unit mix:
- | | | |
|------------------------------------|----------------|-------------|
| Number of single family detached: | for Rent _____ | Condo _____ |
| Number of duplexes: | for Rent _____ | Condo _____ |
| Number of townhouses: | for Rent _____ | Condo _____ |
| Number of garden style apartments: | for Rent _____ | Condo _____ |
| Number of other dwellings: | for Rent _____ | Condo _____ |

L. The following support materials must be submitted with the application:

1. Nonrefundable Fee. See Attachment 4.
2. Legal Description of the property. See Attachment 2.
3. Evidence of fee or other ownership of the property. See Attachment 1.
4. Site Plan containing the information listed in the attachment to this application. See Attachment 5.
5. Architectural sketches showing all sides and elevations of the proposed buildings or structures, including the project entrance, as they will appear upon completion. The sketches should be accompanied by material samples or a display board of the proposed exterior materials and colors. See Attachment 5. Applicant intends to use the stone affixed to the existing building.
6. A Traffic Study, prepared by a qualified traffic engineer, based on the most current edition of *Evaluating Traffic Impact Studies: A Recommended Practice for Michigan Communities*, published by the State Department of Transportation. See Attachment 6.
 - a. A traffic assessment will be required for the following:
 - 1) New special uses which could, or expansion or change of an existing special use where increase in intensity would, generate between 50 to 99 directional trips during a peak hour of traffic.
 - 2) All other special uses requiring a traffic assessment as specified in the Township Code of Ordinances, Chapter 86, Article IV, Division 2.
 - b. A traffic impact study will be required for the following:
 - 1) New special uses which would, or expansion or change of an existing special use where increase in intensity would, generate over 100 directional trips or more during a peak hour of traffic, or over 750 trips on an average day.
 - 2) All other special uses requiring a traffic assessment as specified in the Township Code of Ordinances, Chapter 86, Article IV, Division 2.
7. Natural features assessment which includes a written description of the anticipated impacts on the natural features at each phase and at project completion that contains the following:
 - a. An inventory of natural features proposed to be retained, removed, or modified. Natural features shall include, but are not limited to, wetlands, significant stands of trees or individual trees greater than 12 inches dbh, floodways, floodplains, waterbodies, identified groundwater vulnerable areas, slopes greater than 20 percent, ravines, and vegetative cover types with potential to sustain significant or endangered wildlife.
 - b. Description of the impacts on natural features.
 - c. Description of any proposed efforts to mitigate any negative impacts.

The natural features assessment may be waived by the Director of Community Planning and Development in certain circumstances.

Aside from the removal of five (5) trees from the front of the property (see Attachment 5), it is anticipated that there will be no significant changes to the natural features, as this is a re-model. An asphalt parking lot will be installed on the property to mitigate potential negative impacts.

- M. Any other information specified by the Director of Community Planning and Development which is deemed necessary to evaluate the application. Upon information and belief, no such information has been requested. Applicant will supplement this application if such supplementation is deemed necessary.
- N. In addition to the above requirements, for zoning districts, **RD, RC, RCC, RN, and CV** and **Group Housing Residential Developments** the following is required: N/A. The property is zoned as Research and Office Park (RP).
1. Existing and proposed contours of the property at two foot intervals based on United States Geological Survey (USGS) data.
 2. Preliminary engineering reports in accordance with the adopted Township water and sewer standards, together with a letter of review from the Township Engineer.
 3. Ten copies of a report on the intent and scope of the project including, but not limited to: Number, size, volume, and dimensions of buildings; number and size of living units; basis of calculations of floor area and density and required parking; number, size, and type of parking spaces; architectural sketches of proposed buildings.
 4. Seven copies of the project plans which the Township shall submit to local agencies for review and comments.
- O. In addition to the above requirements, a special use application in zoning district **RP** requires the following material as part of the site plan: See Attachments 6 and 7. Among other things, Attachment 7 includes a description of applicant's proposed cannabis waste disposal procedures and proposed odor mitigation procedures.
1. A description of the operations proposed in sufficient detail to indicate the effects of those operations in producing traffic congestion, noise, glare, air pollution, water pollution, fire hazards or safety hazards or the emission of any potentially harmful or obnoxious matter or radiation.
 2. Engineering and architectural plans for the treatment and disposal of sewerage and industrial waste tailings, or unusable by-products.
 3. Engineering and architectural plans for the handling of any excessive traffic congestion, noise, glare, air pollution, or the emission of any potentially harmful or obnoxious matter or radiation.
- P. In addition to the above requirements, a special use application for a use in the Floodway Fringe of zoning district **CV** requires the following: N/A. The property is zoned as Research and Office Park (RP).
1. A letter of approval from the State Department of Environmental Quality.
 2. A location map including existing topographic data at two-foot interval contours at a scale of one inch representing 100 feet.
 3. A map showing proposed grading and drainage plans including the location of all public drainage easements, the limits, extent, and elevations of the proposed fill, excavation, and occupation.
 4. A statement from the County Drain Commissioner, County Health Department, and Director of Public Works and Engineering indicating that they have reviewed and approved the proposal.
- Q. In addition to the above requirements, a special use application for a use in the Groundwater Recharge area or zoning district **CV** requires the following: N/A. The property is zoned as Research and Office Park (RP).
1. A location map including existing topographic data at two-foot interval contours.
 2. A map showing proposed grading and drainage plans including the location of all public drainage easements, the limits and extent of the proposed fill, excavation, and occupation.
 3. A statement from the County Drain Commissioner, County Health Department, and Director of Public Works and Engineering indicating that they have reviewed and approved the proposal.
- R. In addition to the above requirements, the Township Code of Ordinances, Article VI, should be reviewed for the following special uses: group housing residential developments, mobile home parks, nonresidential structures and uses in residential districts, planned community and regional shopping center developments, sand or gravel pits and quarries, sod farms, junk yards, sewage treatment and disposal installations, camps and clubs for outdoor sports and buildings greater than 25,000 square feet in gross floor area. N/A. The intended use for the property does not meet any of the foregoing descriptions.

Part II

SUP REQUEST STANDARDS
Township Code of Ordinances, Section 86-126

Applications for Special Land Uses will be reviewed with the standards stated below. An application that complies with the standards stated in the Township Ordinance, conditions imposed pursuant to the Ordinance, other applicable Ordinances, and State and Federal statutes will be approved. Your responses to the questions below will assist the Planning Commission in its review of your application.

- (1) The project is consistent with the intent and purposes of this chapter.
(2) The project is consistent with applicable land use policies contained in the Township's Master Plan of current adoption.
(3) The project is designed, constructed, operated, and maintained so as to be harmonious and appropriate in appearance with the existing or intended character of the general vicinity and that such a use will not change the essential character of the same area.
(4) The project will not adversely affect or be hazardous to existing neighboring uses.
(5) The project will not be detrimental to the economic welfare of surrounding properties or the community.
(6) The project is adequately served by public facilities, such as existing roads, schools, stormwater drainage, public safety, public transportation, and public recreation, or that the persons or agencies responsible for the establishment of the proposed use shall be able to provide any such service.
(7) The project is adequately served by public sanitation facilities if so designed. If on-site sanitation facilities for sewage disposal, potable water supply, and storm water are proposed, they shall be properly designed and capable of handling the longterm needs of the proposed project.
(8) The project will not involve uses, activities, processes, materials, and equipment and conditions of operation that will be detrimental to any persons, property, or the general welfare by reason of excessive production of traffic, noise, smoke, fumes, glare, or odors.
(9) The project will not directly or indirectly have a substantial adverse impact on the natural resources of the Township, including, but not limited to, prime agricultural soils, water recharge areas, lakes, rivers, streams, major forests, wetlands, and wildlife areas.

Part III

I (we) hereby grant permission for members of the Charter Township of Meridian's Boards and/or Commissions, Township staff member(s) and the Township's representatives or experts the right to enter onto the above described property (or as described in the attached information) in my (our) absence for the purpose of gathering information including but not limited to the taking and the use of photographs.

[X] Yes [] No (Please check one)

By the signature(s) attached hereto, I (we) certify that the information provided within this application and accompanying documentation is, to the best of my (our) knowledge, true and accurate

Signature of Applicant

7-8-24
Date

Samuel Pernoch
Type/Print Name

Fee: 1000.00.

Received by/Date:

Special Use Permit Application Attachment
Site Plan Requirements Per Section 86-124(c)(4)

A site plan, drawn to a legible scale, containing the following information where applicable:

- a. Boundaries of the subject property.
- b. Total area of the subject property.
- c. Location of all existing and proposed structures.
- d. Approximate location and distance of all structures within 100 feet of the subject property.
- e. Uses of existing and proposed buildings, on the subject site.
- f. Proposed means of vehicular and pedestrian ingress and egress to the subject property.
- g. Public and private roads and streets, rights-of-way, and easements, indicating names and widths, which abut or cross the site.
- h. Existing and proposed parking spaces, and vehicular and pedestrian circulation patterns.
- i. The buildable area of the subject property indicating all required setbacks, yards and open space.
- j. Zoning classification of the subject and adjacent properties.
- k. Existing and proposed fencing, screening, landscaping, and buffers.
- l. Location and sizes of existing utilities including power lines and towers, both above and below the ground.
- m. Amount and location of all impervious surfaces.
- n. The verified boundaries of all natural water features and required setback lines.

Attachment 1

List of Persons Possessing Property Interest and Description of Property Interest

Re: 4360 S Hagadorn Road, Okemos, MI 48864

Parcel Number: 33-02-02-29-151-003

The subject property described above is owned by Marc and Deborah Santucci of 5909 Blythfield Drive, East Lansing, MI 48823. A copy of the Ingham County GIS data search results for the subject property has also been enclosed, and it confirms Mr. and Mrs. Santucci's ownership of that property.

The applicant, Okemos Local Investments LLC, has received permission from the property owners to operate a marijuana retailer at the property. Please find enclosed copies of: (1) an authorization by Marc Santucci and (2) a Commitment for Commercial Lease/Purchase.

AccessMyGov.com is now bsaonline.com. Please change your bookmarks and website links.

4360 HAGADORN RD OKEMOS, MI 48864 (Property Address)

Parcel Number: 33-02-02-29-151-003



Item 1 of 7 5 Images / 2 Sketches

Property Owner: SANTUCCI, MARC & DEBORAH

Summary Information

- > Residential Building Summary
 - Year Built: 1935
 - Full Baths: 1
 - Sq. Feet: 1,475
 - Bedrooms: 2
 - Half Baths: 0
 - Acres: 0.621
- > Assessed Value: \$109,400 | Taxable Value: \$77,481
- > Property Tax information found

Access additional record information for a small convenience fee. *

> Additional areas of information include: *Delinquent Tax Information*

Show Purchase Options

* Additional record information is free for all homeowners, click the 'Show Purchase Options' button for more information.

Important Message

The information presented on this site is as of the close of the 2022 March Board of Review and the 2022 Assessment and Specific Tax Rolls.

If you require current ownership and mailing address information click on the Municipalities drop-down box above. You may enter the local Township or City name in the search box and click on the Search tab. This will redirect you to the local unit. Once the local unit window opens you can search by name, address, or parcel code number. If you require additional services, it is recommended that you contact the local unit Assessor's Office.

Local unit email and telephone numbers are available at: <https://docs.ingham.org/Department/Equalization/Twp-City%20Directory%20List22.pdf>

Owner and Taxpayer Information

Owner SANTUCCI, MARC & DEBORAH **Taxpayer** SEE OWNER INFORMATION
 5909 BLYTHFIELD DR
 EAST LANSING, MI 48823

General Information for Tax Year 2024

Property Class	201 COMMERCIAL-IMPROVED	Unit	02 MERIDIAN CHARTER TWP
School District	OKEMOS PUBLIC SCHOOLS	Assessed Value	\$109,400
MG	No Data to Display	Taxable Value	\$77,481
APPRAISAL	0	State Equalized Value	\$109,400
C. AREA	Not Available	Date of Last Name Change	09/13/2023
INFLUENCE	Not Available	Notes	Not Available
Historical District	Not Available	Census Block Group	Not Available
SOLAR/EV	Not Available	Exemption	No Data to Display

Principal Residence Exemption Information

Homestead Date No Data to Display

Principal Residence Exemption	June 1st	Final
2023	0.0000 %	0.0000 %

Previous Year Information

Year	MBOR Assessed	Final SEV	Final Taxable
2023	\$91,900	\$91,900	\$73,792
2022	\$81,800	\$81,800	\$70,279
2021	\$79,700	\$79,700	\$68,034

Lead Information

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Privacy - Terms

Zoning Code	RP	Total Acres	0.621
Land Value	\$133,947	Land Improvements	\$3,347
Renaissance Zone	No	Renaissance Zone Expiration Date	No Data to Display
ECF Neighborhood	2035 OKEMOS DOWNTOWN/HAGADORN/OUT LYING OFFICE	Mortgage Code	999
Lot Dimensions/Comments	No Data to Display	Neighborhood Enterprise Zone	No

Lot(s)	Frontage	Depth
No lots found.		
Total Frontage: 0.00 ft		Average Depth: 0.00 ft

Legal Description

M 29-13 COM. AT PT. 64 RDS. N OF W 1/4 POST-N 82 FT-E 20 RDS-S 82 FT-W 20 RDS TO BEG., SEC. 29, T4N R1W.

Land Division Act Information

Date of Last Split/Combine	No Data to Display	Number of Splits Left	0
Date Form Filed	No Data to Display	Unallocated Div.s of Parent	0
Date Created	01/01/0001	Unallocated Div.s Transferred	0
Acreege of Parent	0.00	Rights Were Transferred	Not Available
Split Number	0	Courtesy Split	Not Available
Parent Parcel	No Data to Display		

Sale History

Sale Date	Sale Price	Instrument	Grantor	Grantee	Terms of Sale	Liber/Page
06/01/1990	\$78,000.00	WD	CHAPMAN	SANTUCCI	03-ARM'S LENGTH	

Building Information - 0 sq ft User-Defined (Commercial)

Floor Area	0 sq ft	Estimated TCV	\$0
Occupancy	User-Defined	Class	C
Stories Above Ground	0	Average Story Height	0 ft
Basement Wall Height	0 ft	Identical Units	Not Available
Year Built	1935	Year Remodeled	1983
Percent Complete	100%	Heat	No Heating or Cooling
Physical Percent Good	74%	Functional Percent Good	100%
Economic Percent Good	100%	Effective Age	20 yrs

Building Information - 1475 sq ft 1 STORY (Residential)

General

Floor Area	1,475 sq ft	Estimated TCV	\$81,489
Garage Area	630 sq ft	Basement Area	1,215 sq ft
Foundation Size	1,475 sq ft	Year Remodeled	1983
Year Built	1935	Class	CD
Occupancy	Single Family	Tri-Level	No
Effective Age	55 yrs	Heat	Forced Air w/ Ducts
Percent Complete	100%	Wood Stove Add-on	No
AC w/Separate Ducts	No	Water	Water Well
Basement Rooms	5	Sewer	Septic
1st Floor Rooms	5	Style	1 STORY
2nd Floor Rooms	0		
Bedrooms	2		

Area Detail - Basic Building Areas

Height	Foundation	Exterior	Area	Heated
1 Story	Crawl Space	Brick	260 sq ft	1 Story
1 Story	Basement	Brick	1,215 sq ft	1 Story

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Recreation	729 sq ft	Recreation % Good	0%
-------------------	-----------	--------------------------	----

Living Area	0 sq ft	Living Area % Good	0%
Walk Out Doors	0	No Concrete Floor Area	0 sq ft

Plumbing Information

3 Fixture Bath	1	Ceramic Tile Floor	1
-----------------------	---	---------------------------	---

Fireplace Information

Interior 1 Story	1
-------------------------	---

Garage Information

Area	630 sq ft	Exterior	Siding
Foundation	42 Inch	Common Wall	1 Wall
Year Built	<i>No Data to Display</i>	Finished	No
Auto Doors	0	Mech Doors	0

Porch Information

WSEP (1 Story)	96 sq ft	Foundation	Standard
WGEP (1 Story)	160 sq ft	Foundation	Standard

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Authorization

I, Marc Santucci, owner of record of the property located at 4366 Hagadorn Rd., Okemos, MI 48864 and 4360 Hagadorn Road, Okemos, MI 48864 hereby acknowledge and authorize the use of 4366 Hagadorn Rd., Okemos, MI 48864 and 4360 Hagadorn Road, Okemos, MI 48864 by Okemos Local Investments, LLC for the legal operation of a marijuana facility that is compliant with state and local laws.

DocuSigned by:
Marc Santucci
431F850E7EB04CA...

Marc Santucci

1/24/2024

Date

Commitment for Commercial Lease/ Purchase
4366 Hagadorn Rd., Okemos, MI 48864 AND 4360 Hagadorn R., Okemos, MI 48864

This Commitment for Commercial Lease/ Purchase (“Agreement”) made this 24th of January 2024, between Okemos Local Investments, a Michigan limited liability company (“Purchaser”), whose address is 4360 S Hagadorn Rd, Okemos MI 48864 and Marc Santucci, an individual (“Seller”) whose address is 4360 S Hagadorn Rd, Okemos MI 48864. Purchaser and Seller are each a “Party” and collectively the “Parties” to this Agreement.

IN CONSIDERATION of the premises and agreements set forth herein, which consideration the parties acknowledge is adequate, the Parties hereby agrees as follows: Marc Santucci, owner of record of the property located at 4366 Hagadorn Rd., Okemos, MI 48864 and 4360 Hagadorn Road, Okemos, MI 48864 hereby acknowledge and authorize the use of 4360 Hagadorn Rd., Okemos, MI 48864 and 4360 Hagadorn Road, Okemos, MI 48864 by Okemos Local Investments for the legal operation of a marijuana facility that is compliant with state and local laws. Okemos Local Investments, LLC (“Purchaser”) shall lease or purchase the property, conditional upon receiving all required state and local licenses, on terms to be negotiated between the parties.

Signed by: DocuSigned by:
Marc Santucci
431E850E7EB04CA...

Marc Santucci

DocuSigned by:
Sam Pernick
7A7EC4110CE4426...

Okemos Local Investments, LLC
Sam Pernick - Authorized Signatory

Attachment 2

Legal Description for 4360 S Hagadorn Road, Okemos, MI 48864

Parcel Number: 33-02-02-29-151-003

The Legal Description for the subject property is as follows:

*M 29-13 COM. AT PT. 64 RDS. N OF W 1/4 POST-N 82 FT-E 20 RDS-S 82 FT-W
20 RDS TO BEG., SEC. 29, T4N R1W.*

Attachment 3

Description of Project and Development Phases

The enclosed document was drafted by the Project Manager, Zack Lask, and explains the Project and Development Phases for the Marihuana Retailer at 4360 S Hagadorn, Okemos, MI 48864.

Overview of Project and Development Phases for Marihuana Retailer at 4360 S Hagadorn Road, Okemos, MI 48864

Stage 1: Preliminary Design and Cost Estimation

- Design Phase
 - During this phase develop conceptual designs of the project
- Define Requirements
- Early Project Schedule
- Compose Budget
- Layout

Stage 2: Site Plan Approval

Stage 3: Construction Phase

- Demolition
- Site Stabilization
- Rough Framing
 - (Install Doors/ Windows, wall frames)
- Exterior Work
 - Siding, Brickwork, or relevant exterior covering and relevant inspections
 - Parking Lot Repairs or new construction and relevant inspections
 - Exterior Concrete Work (repair sidewalks and construct new walkways)
 - Fencing and Dumpster Encloser and relevant inspections
 - Security Bollard installation
- Rough HVAC
- Rough Plumbing
- Rough Electrical
- Rough Inspections
 - (Mechanical, Plumbing, Electric, Frame)
- Insulation
- Insulation Inspection
- Drywall
- Drywall Inspection
- Flooring
- Final HVAC
- Final Plumbing
- Final Electrical
- Interior Painting
- Final MEP inspections
 - (Mechanical, Electric, Plumbing)

- Trim and Finish Carpentry
 - Install Cabinets
 - Install Handrails
 - Door Hardware
 - Door Thresholds
- Exterior Painting
- Final Inspection
- Sign Installation
- Landscaping

Stage 4: Occupancy Phase

- Certificate of Occupancy
- Install of Furniture and Fixtures

Attachment 4

Nonrefundable Application Fee

Enclosed please find a check from the applicant in the amount of One Thousand Dollars (\$1,000.00).

This is the fee listed for an Special Use Permit Review in the 2024 Meridian Township Fee Schedule.

Attachment 5

Site Plan

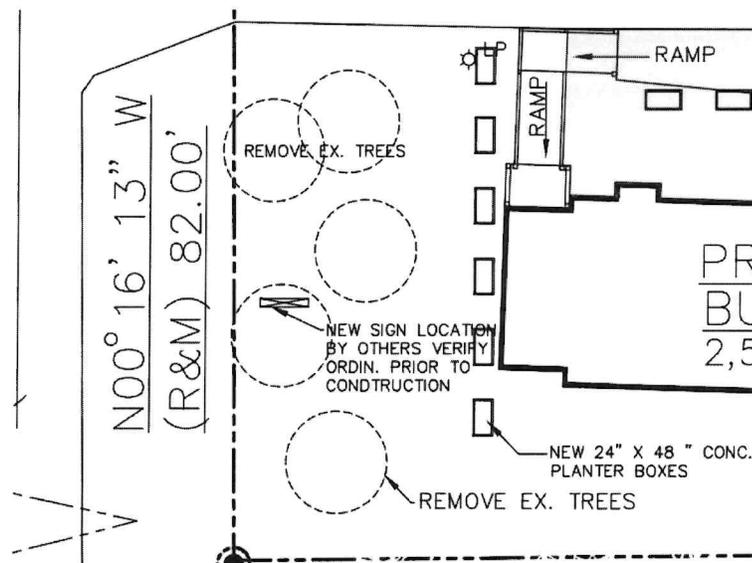
Enclosed please find a copy of the following five (5) documents (the “Items”), which collectively constitute applicant’s site plan for the proposed marijuana retailer at 4360 S Hagadorn Road, Okemos, MI 48864:

- I. Boundary and Topographical Survey for 4360 S Hagadorn Road;
- II. Architectural Site Plan for 4360 S Hagadorn Road;
- III. Enlarged Floor Plan for 4360 S Hagadorn Road;
- IV. North Elevation Diagram for 4360 S Hagadorn Road; and
- V. Meridian Township Zoning Map (annotated).

As noted below, the criteria set forth in the Special Use Permit Application Form are addressed by the five (5) Items listed above:

- a) Boundaries of the subject property.
 - See Items I and II.
- b) Total area of the subject property.
 - See Items I and II.
 - The total acreage of the subject property (parcel 33-02-02-29-151-003) is 0.621 acres.
 - Per Item II, the total building square footage of the project is 2,587 sq. ft.
- c) Location of all existing and proposed structures.
 - See Items I and II.
- d) Approximate location and distance of all structures within 100 feet of the subject property.
 - See Items I and II.
- e) Uses of existing and proposed buildings, on the subject site.
 - See Items I, II, and III.
- f) Proposed means of vehicular and pedestrian ingress and egress to the subject property.
 - See Items I and II. See also Attachment 6 (Traffic Impact Analysis)
 - The existing driveway located at 4360 S Hagadorn Road will be the main point of ingress and egress to and from the subject property.
- g) Public and private roads and streets, rights-of-way, and easements, indicating names and widths, which abut or cross the site.
 - See Items I and II. See also Attachment 6 (Traffic Impact Analysis)
- h) Existing and proposed parking spaces, and vehicular and pedestrian circulation patterns.
 - See Item II.

- i) The buildable area of the subject property indicating all required setbacks, yards and open space.
 - See Items I and II.
- j) Zoning classification of the subject and adjacent properties.
 - See Item V. The subject property is located in the lower left portion of the Zoning Map. Within the Zoning Map, the subject property is outlined in blue, and all adjacent properties are outlined in red. As demonstrated by this Zoning Map, both the subject property and all adjacent properties are zoned as Research and Office Park (RP).
- k) Existing and proposed fencing, screening, landscaping, and buffers.
 - See Items I and II.
 - Applicant does not anticipate installing any fences, screens, or buffers.
 - Existing landscape features, such as the trees presently located on the subject property are included within Items I and II.
 - Applicant intends to remove the five (5) trees that are presently just situated to the west of the main building on the subject property. The trees that will be removed are denoted in the following screenshot, which is taken from Item II.

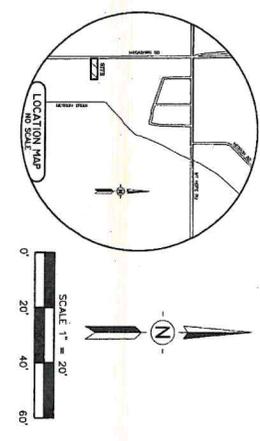
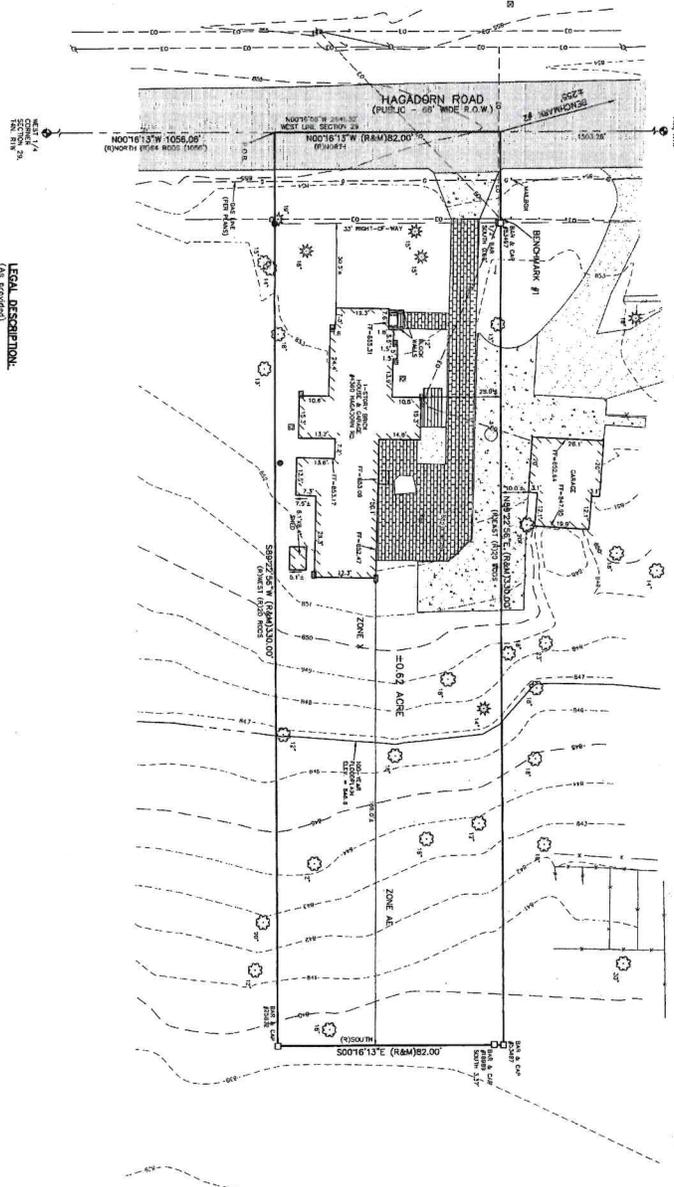


- l) Location and sizes of existing utilities including power lines and towers, both above and below the ground.
 - See Items I and II.
- m) Amount and location of all impervious surfaces.
 - See Item II.
- n) The verified boundaries of all natural water features and required setback lines.
 - Upon information and belief, no natural water features are located on the subject property.

FOR: SPNRS, LLC

BOUNDARY & TOPOGRAPHIC SURVEY

"4360 HAGADORN ROAD, OKEMOS, MI 48864"



- SURVEY NOTES:**
1. This project was performed in the presence of the parties named herein and is hereby certified to be a true and correct survey.
 2. All bearings are Michigan State Plane South Zone grid bearings obtained from the nearest National Geodetic Survey CORS station.
 3. All dimensions shown are as measured unless otherwise noted.
 4. All elevations are North American Vertical Datum of 1988 (NAVD88).
 5. All dimensions are in feet and decimal thereof.
 6. No building tie dimensions are to be used for establishing the property lines.
 7. Easements, if any, not shown herein.
 8. By order map location and graphic plotting only, this property line partly within Flood Zone X-1, areas outside the 1% annual chance floodplain, Map for the Order for Township of Marquette, Ingham County, Michigan State Community Flood No. Z66033 0154 D, dated August 15, 2011. Floodplain.
 9. Utility information of above and adjacent parcels, including utility easements and from neighboring field observations, where possible, and is subject to construction, with the appropriate caution prior to use for any other purpose.
 10. Wetlands, if any, not shown herein.

LEGAL DESCRIPTION:
 (As Provided) TAX ID: 31-02-02-28-19-003
 0.147 ACRES ±, 1/4 SECTION 28, T4N, R14W, S1/4 SEC. 28, T4N, R14W

AS SURVEYED:
 (The following legal description describes the same parcel of land as the provided description)

A parcel of land in the Northwest 1/4 of Section 28, T4N, R14W, Ingham County, Michigan, the surveyed boundary of said parcel described as: Commencing in the center of the intersection of the center line of Hagadorn Road, 28.2 distance of 1065.06 feet to the point of beginning of this description; thence N07°15'30\"/>

WITNESSES TO SECTION CORNERS:
 West 1/4 corner Section 28, T4N, R14W, L&P & Page 448
 Fromy Farmer, Section 28, T4N, R14W, L&P & Page 448
 Found nail & log in East side utility pole, S20W, 68.33'
 Found nail & log in East side utility pole, N20W, 125.61'
 Found nail & log in South side 4\"/>

LEGEND

(N)	MEASURED DIMENSION
(D)	RECORDED DIMENSION
(S)	SECTION CORNER MARKERS AS NOTED
(C)	CELESTIAL
(M)	METAL SCOUT
(P)	POST
(A)	AIR CONDITIONING UNIT
(W)	WELL
(F)	FENCE
(D)	DEED LINE
(L)	LINE
(S)	SEWER
(G)	GAS LINE
(E)	ELECTRIC WIRE
(R)	ROAD
(B)	BUILDING OVERHANG
(O)	OVERHEAD WIRES
(T)	TERRACE
(I)	IRON
(C)	CORNER
(M)	METAL
(P)	POST
(A)	AIR CONDITIONING UNIT
(W)	WELL
(F)	FENCE
(D)	DEED LINE
(L)	LINE
(S)	SEWER
(G)	GAS LINE
(E)	ELECTRIC WIRE
(R)	ROAD
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(C)	CORNER
(M)	METAL
(P)	POST
(A)	AIR CONDITIONING UNIT
(W)	WELL
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(D)	DEED LINE
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(S)	SEWER
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Attachment 6

Traffic Impact Analysis

Enclosed please find a copy of a Traffic Impact Analysis dated August 19, 2021, which pertains to the subject property located at 4360 S Hagadorn Road, Okemos, MI 48864.

This Traffic Impact Analysis was commissioned by Castle Rock Enterprises, LLC for use with a prior Special Use Permit Application, for a marihuana provisioning center located at the subject property.

Upon information and belief, the conclusions set forth in this Traffic Impact Analysis are equally applicable to applicant's proposed marihuana retailer business.



ROWE PROFESSIONAL SERVICES COMPANY

Large Firm Resources. Personal Attention.

Memorandum

To: Marcus Baldori – Castle Rock Enterprises, LLC
From: Brandon M. Hayes, PE, P.Eng.
Date: August 19, 2021
RE: Traffic Impact Analysis for Castle Rock Provisioning Center

ROWE Professional Services Company has completed a Traffic Impact Assessment (TIA) related to a proposed provisioning center located at 4360 & 4366 Hagadorn Road in Meridian Township, MI. The current site plan (included in the materials attached to this report) shows 6,000 square feet (SF) of provisioning center use with an anticipated opening date in 2022. This TIA was prepared to determine if any improvements would be necessary to mitigate traffic impacts to the adjacent road network. This report has been completed in accordance with the requirements specified by the Michigan Department of Transportation (MDOT) and Meridian Township.

TRAFFIC IMPACT ASSESSMENT

Traffic Counts

Turning movement counts (TMCs) were collected during the weekday AM (7 a.m. to 9 a.m.) and PM (4 p.m. to 6 p.m.) peak periods on August 10, 2021 at the intersection of:

- Hagadorn Road & University Research Containment Facility

Due to the impact of COVID-19, current traffic volume data is not representative of typical operations. Historical traffic data from the Tri-County Regional Planning Commission website was compared to the TMCs completed in 2021 and an adjustment factor was determined for the AM and PM peak hours. This factor was used to adjust the completed TMCs to “Pre-COVID-19” levels. The AM and PM peak hour TMC volumes were increased by 39 and 97 percent, respectively.

All studied intersections are shown in Figure 1 attached to this memorandum. All traffic counts used in this study are attached to this memorandum. The existing adjusted peak hour traffic volumes are shown in Figure 2 attached to this memorandum.

Background Traffic Scenario

Historical traffic data from the Tri-County Regional Planning Commission website was referenced to determine the applicable growth rate for the existing traffic volumes for the project build-out year in 2022. Based on this review, a background growth rate of 1 percent was utilized. The background traffic volumes are shown in Figure 3 attached to this memorandum.

Trip Generation

Using the information and methodologies specified in the latest version of Trip Generation (Trip Generation Manual, 10th Edition, 2017), ROWE forecast the weekday AM and PM peak hour trips associated with the proposed development. The results of the trip generation forecasts are provided below in Table 1.

**Table 1
 Trip Generation for Proposed Development**

Land Use	Land Use Code	Units	AM Peak Hour			PM Peak Hour			Weekday
			In	Out	Total	In	Out	Total	
Marijuana Dispensary	882	6,000 SF	35	28	63	65	66	131	1,516

Following the completion of the trip generation analysis, it was noted that the sample of studies referenced in the Trip Generation Manual included dispensary facilities with square footages ranging from 680 SF to 3,411 SF. Given that the square footage of the Castle Rock development is beyond the upper limit of this range, ROWE conducted a supplementary trip generation analysis that takes into account Trip Generation Manual study sites on the higher end of this square footage range. Specifically, ROWE looked at the trip generation potential of dispensary sites with square footages greater than 2,000 SF. The results of this supplementary analysis are outlined below in Table 2.

**Table 2
 Supplementary Trip Generation Analysis for Proposed Development**

Land Use	Land Use Code	Units	AM Peak Hour			PM Peak Hour			Weekday
			In	Out	Total	In	Out	Total	
<i>Proposed Development - Sites >2k SF</i> Marijuana Dispensary	882	6,000 SF	22	14	36	44	45	89	520

Following the supplementary trip generation analysis, it was found that filtering the Trip Generation Manual studies to include only sites with square footages greater than 2,000 SF produced much more reasonable vehicular trip generation numbers when accounting for the suburban nature of the surrounding land uses and the rural characteristics of this section of Hagadorn Road. Nevertheless, the more conservative vehicular trip generation numbers shown in Table 1 were used in all analyses herein to maintain a conservative approach.

Trip Distribution

The existing traffic volumes were used to develop a trip distribution model for the AM and PM peak hours for the new traffic that will be generated by the proposed development. Table 3 provides the probable distribution based on the existing traffic patterns.

**Table 3
 Trip Distribution**

Direction	Via	AM Peak Hour		PM Peak Hour	
		To	From	To	From
North	Hagadorn Road	65%	36%	50%	50%
South	Hagadorn Road	35%	64%	50%	50%
Total		100%	100%	100%	100%

The trip distribution for the site is shown in Figure 4 attached to this memorandum. The background traffic volumes were combined with the site generated traffic volumes to obtain the total future traffic volumes, which are shown in Figure 5 attached to this memorandum.

Turn Lane, Passing Lane, and Taper Warrants

An evaluation was performed in accordance with MDOT requirements to determine if left turn passing lanes or right turn deceleration lanes are required at the site driveway. The results of the analysis indicated that a left turn passing lane and a right turn taper are warranted at the Site Driveway. All turn lane warrant charts are attached to this memorandum.

The results of the analysis are presented in Table 4.

**Table 4
Turn Lane Warrants**

Intersection	Movement	Result
Hagadorn Road & Site Driveway	NB RT	Taper Warranted
	SB LT	Treatment Warranted

Conclusions and Recommendations for the Traffic Impact Study

The proposed project consists of a 6,000 SF provisioning center with a build-out year of approximately 2022. The proposed development will have access to Hagadorn Road via one proposed driveway.

The proposed development is forecast to generate 63 new trips during the AM peak hour (35 inbound and 28 outbound from the site) and 131 new trips during the PM peak hour (65 inbound and 66 outbound from the site).

Turn lane warrant analysis at the new site driveway revealed that a left turn passing lane and a right turn taper are warranted at the Site Driveway.

Attachments

SITE PLAN

Attachment 7

Business Operations Plan

Enclosed please find a copy of applicant's Business Operations Plan. This Business Operations Plan was previously attached to the supplemental application submitted by applicant on or around March 27, 2024. Among other things, this Business Operations Plan addresses the following criteria set forth in the Special Use Permit Application Form:

- The hours of operation for applicant's proposed business;
- The security plan for applicant's proposed business;
- Applicant's proposed cannabis waste disposal procedures; and
- Applicant's proposed odor mitigation procedures.

Business and Operations Plan

Okemos Local Investments LLC

FACILITY DESCRIPTION/BUSINESS PLAN OVERVIEW

Okemos Local Investments LLC (the "Company") is seeking to operate a marihuana retailer which is capable of selling licensed marihuana to adults 21 years of age or older. The Company's mission is to provide high-quality, usable marihuana products and accessories to adults 21 years of age or older. The Company anticipates employing between 10 to 15 employees depending on workforce eligibility and availability.

SECURITY PLAN

The need for security with the operation of any Marihuana Facility is obvious. The Company will enact security measures to ensure the safety and protection of company assets, workers, and those located near the business. It is the belief of the Company that a multi-tier security system will optimize the security of the facility. A multi-tier security system for purposes of this Plan means multiple layers of security, implemented in a manner so that each layer complements or supplements the next. To effectively and efficiently explain each layer this Plan will be organized in the following manner:

- I. Building and Perimeter Security Plan**
 - Physical Barriers
 - On-site Security
 - Alarm Systems
 - Signage
 - Building and Fire Safety
- II. Interior Security Plan**
 - Physical Barriers
 - Signage
- III. Secured Storage Security Plan**
 - Physical Barriers
 - Access Points
 - Activity Monitor
 - Other Security Measures
- IV. EMPLOYEE SECURITY TRAINING**

- I. Building and Perimeter Security Plan**

Physical Barriers

Steel bollards or concrete barriers, concealed by landscaping and/or a wood facade, will be used to ensure that the property is not vulnerable to "smash and grabs," where robbers "ram" their vehicle into the side of the property. Our external physical barriers will be strong enough to withstand this type of attack and to make it a non-viable method of entry.

All external entry points will have steel doors and frames with controlled access.

All doors are commercial steel and will have high grade locks. Security doors installed throughout the interior of the facility allow for the restricted access to all areas requiring an elevated level of security.

On-site Security

Security cameras will monitor all vantage points on the property. Security cameras on the exterior of the building shall run continuously 24/7/365 and capture at least 4MP resolution. Cameras used by the facility can be programmed to include state of the art face and license plate recognition software. Perimeter cameras will be installed so that they are permanently mounted in a fixed location and in a manner and position that protects them from potential tampering.

Vehicular traffic entering and exiting the premises will be encouraged to reduce their speed by way of signs placed alerting drivers to reduce speed in the parking area, near the sidewalks, and near exits and entrances.

The preliminary location of these security cameras is included in the attached CCTV Floor Plan along with a quote from Digital Protection Systems.

Alarm Systems

Alarm systems will monitor all possible entrances from the exterior of the building. Alarms will also be strategically placed in any window front areas, and will have fail safe alert technology built in. Alarm systems protecting portions of the property from forced entry will be sensitive to motion and any forced entry. All alarm systems used will meet all applicable State requirements. The Company plans to use a central station monitoring service to provide 24/7/365 coverage in responding to any alarm signals received from the facility.

The Company will use Digital Protection Systems for alarm services at the facility. Digital Protection Systems will have a 24 hour monitoring service contracted to monitor for robbery and unauthorized entry of any type. All doors and windows of the facility will be fitted with sensors to detect entry. Motion sensors will be mounted inside each room of the facility to protect against any bypass of entry sensors. The alarm system will also monitor the access of all secured storage areas keeping a record of the times and date of access. The alarm system installed shall use both a mobile and landline connection to the monitoring component to ensure reliability and redundancy.

The facility will also have fire and carbon monoxide alarms in the facility. (e) Upon request, the facility shall make available to any regulatory or law enforcement agency all information related to the alarm system, monitoring, and alarm activity.

The alarm system will be registered with the Charter Township of Meridian, Michigan as required by local city codes or ordinances. The alarm system will be supported by a battery backup in order to maintain function during a power interruption to the facility. Notifications to police and management will be sent in the event of an alarm.

Signage

Along the perimeter and where appropriate signage will be posted to educate the public about the security measures taken by the Company. Such signage includes but is not limited to:

- Premises under 24 hr Video Surveillance
- No Trespassing
- Trespassers Will Be Prosecuted to The Full Extent of The Law
- Active Security Personnel On-Site
- Unauthorized Access Prohibited

The signage will be posted as a deterrent to any possible commission of a crime or security breach.

Building and Fire Safety

The facility construction will comply with the Stille-DeRossett-Hale single state construction code act, 1972 PA 230, MCL 125.1501 to 125.1531. All necessary Bureau of Fire Services inspections will be completed prior to open and on an annual basis thereafter. The facility will meet or exceed all requirements of the national fire protection association (NFPA) standard 1, 2018 edition. The facility will be open to inspectors upon request. More information is available in facility plan and included facility plan documents and site plans.

II. Interior Security Plan

Physical Barriers

The lobby area will be isolated and require a check in at the Reception Center. All entryways leading out of the lobby will be locked with buzz in, key, or key card accessible only. This will ensure traffic flow within the facility is controlled, coordinated, and traceable.

Upon review of appropriate documentation and confirmation of records, inspectors, visitors, and others will be granted access to whatever part of the facility they are entitled to be present in. Access will be allowed through buzz in or call in from an employee. Guests, visitors, and inspectors will always be accompanied by staff while within the facility.

All IDs will be checked for all public visitors in the first entry room before allowing into the waiting area and the purchasing area. Each employee selling marijuana products will check customers' drivers' license.

Security measures within the interior of the facility will be very intensive. Strategically placed around the rooms will be silent alarm triggers. The triggers will also act as law enforcement alerts and any trigger will immediately put a request in for emergency assistance.

There will be strategically placed cameras throughout the premises. Like the exterior cameras, the indoor cameras will be permanently affixed in position and in a manner that prevents tampering. Cameras will be placed to ensure they record all areas in which marijuana is weighed, packed, stored, loaded and unloaded, prepared, or moved within the facility. Interior exit and entrance cameras will act as a secondary support for exterior cameras placed above exits and entrances. Cameras will be high resolutions cameras (at least 4MP resolution). Indoor

cameras will be placed throughout the facility in all rooms including those not open to clients. These cameras will also be able to clearly record any activity occurring within twenty (20) feet.

Footage recorded by the Company cameras will be displayed on screens monitored by security personnel. Monitors used to view the live feed will be at minimum (32") to ensure a clear view of footage and time and date stamp. The Company will utilize onsite and cloud storage systems to store video footage. The secured hard drive will store recorded footage that is accessible for at least fourteen (14) days. This footage will be available on demand and upon request. Further, the Company will have at least one high quality laser color printer in the observation area. The printer will be able to provide photo quality stills from recorded images. The viewing room will also be under video surveillance and have a room specific sign in sheet. This will allow the Company to know who is responsible for viewing the live feed at what time. The video surveillance system will meet all applicable State requirements.

All recordings destroyed will only be destroyed in accordance with state requirements. Any footage that is part of an ongoing Township or State investigation will not be destroyed until given the appropriate clearance from Township or State employees. The employee destroying the recorded information will be forced by Computer software to enter their previously approved credentials before deleting. This will create a log and control access to the files.

All visitors to the facility will be accompanied at all times by Company personnel, when in any limited access areas. All facility entry, exit, and potential forced entry points will be securely locked, with commercial grade locks. Interior rooms and secured storage rooms will be equipped with the same commercial grade locks. All locks used in the facility will be compliant with NFPA 1, local fire codes, and Michigan building code, as required by state law. All access control systems will meet all applicable State requirements.

Signage

While inside the facility exits and entrances will be properly and clearly marked. Reception and other facility factors will be clearly marked so that traffic flow through the facility is able to be curbed and people are not where they do not belong. Additional security signs will be placed on the inside of the premises. Such signs include but are not limited to:

- Authorized Personnel Only
- Have ID Ready
- Video Recording in Progress
- No Entry
- Emergency Exit Only

The signs will be posted in areas where they are easily and clearly visible.

III. Secured Storage Security Plan

Physical Barriers

The Company is considering the use of a vault if it is determined that a secured storage room would not adequately protect Company products. The secured storage room will be used to

store new shipments and any excess marihuana not ready for wholesale. Beginning with the room, the initial security barrier will be a reinforced steel door that will have restricted access by way of key, keycard, or unique PIN.

If a secured storage area is determined to be the most adequate approach, the Company will place a GSA Certified Safe within the secured storage area. Only the Company's most valuable items will be stored within this safe. The primary use of this safe will be to ensure that if cash or liquid assets need to be stored for a short time they can be secured properly. To ensure compliance with Township code, the safe will be able to be permanently affixed to the property utilizing secure bolts.

Access Points

The area can only be accessed through the initial steel door, which will require anyone entering to have the appropriate security clearance. Entrance will require use of key, keycard, or pin. This will limit access and protect the marihuana and valuables inside. Access will be limited to a specified number of employees.

Activity Monitor

A log sheet will be kept in the room to confirm who enters, when they enter, what they remove from the area, time spent in the room, and time of exit. This will act as an activity monitor for all those with access to the area. All interactions in the area will be reviewed at the close of business. Along with the other logs collected throughout the facility, this activity log will be digitally recorded and archived at the close of business.

IV. EMPLOYEE SECURITY TRAINING

Pre-screening

All employees of the facility will undergo pre-employment screening for criminal activity and experience.

Cannabis will be labeled and inventoried into a regulatory complaint tracking system. Daily checks will be taken to ensure the integrity of the inventory system, and to ensure no employee theft or error has occurred that would affect accounting accuracy.

Any person at the facility, except for employees of the licensee, will be escorted at all times by the licensee or at least 1 employee of the licensee when in the limited-access areas at the marihuana facility.

Any employee who enters the facility will be subject to the random search of their personal belongings when they depart the facility or at any time security feels it necessary.

Employee instructions will cover the following:

1. Armed Robbery
 - 1) Employees must be told to remain calm, and to encourage anyone in the provision center to do the same.
 - 2) If possible, have someone dial 911 if they are out of sight of the perpetrators. If not, no one should risk their lives making the call.
 - 3) Try to observe carefully all details of the robbers dress, and noticeable scars or tattoos, voice patterns, height, and what direction they headed to when they exited the store.
2. Fire or other emergency
 - 1) The manager should evacuate the store
 - 2) If possible, stop the fire with one of the fire extinguishers, the staff should attempt to do so, but first dial 911 and notify them of the nature of the emergency.
 - 3) In the event the fire is too large to contain, ensure all rooms are vacated by calling into them, and also going into the manager's office and observing each room quickly through the closed circuit camera system.
 - 4) When everyone is outside, have them move a sufficient distance away from the building in order to facilitate the fire department or other emergency responders access to the building.
 5. Report any unwanted fire to the CRA and BFS within 1 business day as required by state administrative rules.
3. Inventory Misappropriation
 - 1) Inventory theft or misappropriation is usually discovered during a random audit, a shift change, or during a time when provision center employees are retrieving an order for a patient from the safe. In a cultivation facility, it is also found during a shift change, random audit, or when assembling inventory for transfer to the provision center.
 - 2) When theft or misappropriation of inventory is noticed, management should immediately be notified.
 - 3) When the theft is noticed , the beginning inventory sheet and current inventory sheet must be copied and sent to the internal controller.

- 4) The manager must file an incident report immediately upon finding inventory discrepancy.
4. Interruption of Electrical Service
 - 1) The manager should be alerted that there is a power outage, and the cultivation facility (if there is one) should also be notified.
 - 2) The computer system and the point of sale should be on battery backup.
 - 3) The provision center should announce it is closing due to the electrical outage, the management should apologize for the inconvenience, and that they will re-open immediately after power is restored, but that they cannot stay in the store when there is no power.
 - 4) Any refrigerated units should have a note posted not to open the door due to the power outage. The time of the outage should be recorded both in the manager's shift reconciliation sheet, and on any notes on the refrigerator so employees can tell if anything has spoiled.
 - 5) Employees should be safely escorted to their vehicles; however they may stay at the facility for up to an hour if it is daylight and if it is not the weather that is causing the disruption.
 - 6) The emergency lighting should come on during a power outage.

*****In compliance with the MMFLA the facility will notify the state police, and local law enforcement authorities within 24 hours of theft or loss of any marihuana product or criminal activity.**

STAFFING PLAN

The Company will seek to hire qualified staff prior to opening the facility. Employment opportunities will be posted on relevant job boards. The Company will extend offers of employment to any candidates it feels are qualified. However, employment will not be guaranteed until each prospective employee can pass a criminal background check according to the criminal background check standards set by the Company. Background checks will be administered prior to a formal employment offer. Employee records will be stored at the Company's offices.

The Company may bring on a facility general manager to oversee the operation of the facility.

All staff shall receive sufficient training before they are able to begin working within the facility.

The Company further anticipates contracting with a security or staffing company to provide security and maintenance services to the facility. The Company will conduct background checks on all employees. In total the Company anticipates employing between 10 to 15 employees depending on workforce eligibility and availability.

PRODUCTS TO BE SOLD

The Company plans to sell products in each of the following categories:

- Cannabis flower
- Vape cartridges
- Edibles
- CBD Oil Products
- THC Oil Products
- Tinctures
- Topicals
- Cannabis clones
- Devices and accessories for the use of cannabis products

CHEMICALS

The Company does not anticipate the use of any nutrients, pesticides, or other chemicals at its marijuana retailer.

DISPOSAL / ODOR / SANITATION PLAN

The purpose of this Facility Disposal / Odor / Sanitation Plan is:

(1) Ensure that no marijuana waste product may be ingested by any person or animal. (2) Establish how marijuana waste product will be stored and disposed of. (3) Establishing how any marijuana will be rendered unusable upon disposal. (4) Provide general cleanliness standards to ensure employee and customer health and safety. (5) Reduce noticeable smell.

1. Cleanliness Standards

- a. At all times, the facility will be maintained in a clean and sanitary manner appropriate to ensure the health and safety of customers and employees alike.

- b. All displays will be cleaned and sanitized with an appropriate industrial sanitization agent at minimum twice per business day. All surfaces will be cleaned and/or sanitized when needed or appropriate.
- c. All floors and walls of the facility will be cleaned and sanitized with the appropriate industrial sanitization agent at minimum once per day. The ceilings of the facility are to be cleaned and sanitized as needed, but at minimum once per week.
- d. All kitchen or break areas for employee use will be maintained in a clean and sanitary condition at all times, and said area will be cleaned and sanitized at minimum of one time per business day.
- e. All bathrooms will be maintained in a clean and sanitary fashion. Employees and/or agents of the Business will maintain status checks on all bathrooms made available for use once every three (8) hours per business day; compliance will be ensured with a log detailing when the status check on said bathroom was made and what action was taken.

2. Implementation

- a. A designated employee of the Business will perform a daily sanitation and cleanliness inspection of all facilities upon the Business premises at the beginning and end of each business day.
- b. All sanitation and cleanliness inspections will be monitored and cataloged by the use of a daily log book.
- c. Each inspection will be logged and initialed by the inspecting employee. Any and all corrective actions required will also be noted on the log.

2. Corrective Actions

- a. When the manager determines that the facilities are not properly cleaned and/or sanitized the manager will instruct an employee and/or agent of the Business to take the required actions to bring the facility to an appropriate condition.
- b. An employee failing to take instructed corrective action may be sanctioned in an appropriate fashion including, but necessarily requiring, termination of employment.

3. Sanitation Facilities

- a. Okemos Local Investments will provide our employees with a sanitary and neat work environment:
 - i. Okemos Local Investments will provide employees with adequate and readily-accessible toilet facilities.
 - ii. Toilet facilities will be maintained in a sanitary condition;
 - iii. Toilet facilities will be adequately stocked with toilet paper, soap, and single use paper towels or other hand-drying devices;
 - iv. Toilet facilities will be kept in good repair at all time

- b. Okemos Local Investments must provide adequate and convenient hand-washing stations.
 - i. Hand washing stations must be provided with running water of suitable temperature;
 - ii. Hand washing stations must be provided with effective hand cleaning or sanitizing preparations and single use paper towels or other hand drying devices;
 - iii. Hand washing stations must be located at points in the facility where good sanitary practices require employees to wash or sanitize their hands; and
 - iv. Okemos Local Investments will also provide shower stalls in the future to allow employees to decontaminate while also ensuring no cross contamination between crops.
- c. Okemos Local Investments, in an effort to maintain a sanitary facility, will:
 - i. Design of operational areas to protect the work process and minimize the risk of contamination or adulteration;
 - ii. Protect cannabis from contact with birds, rodents, insects, and other animals and from exposure to the elements;
 - iii. Maintain common areas and delegate one authorized employee to maintain common space in the following manor;
 - iv. Vacuum, Mop and keep common, non-secured areas free of personal clutter of staff
 - v. Collect trash and other recyclable products from collection receptacles and place them in appropriate dumpsters for removal
 - vi. Maintain cleanliness of any common employee kitchen equipment. (Refrigerator, microwave, coffee maker).

5. Disposal and waste practices

- a. Cannabis Waste: must be composted or disposed of in a manner which prevents unauthorized use and such disposal must be documented with state monitoring system.
- b. All disposed of marijuana waste product will be rendered unusable upon disposal by an approved industry standard or procedure.
 - i. No marijuana waste product shall be rendered unusable by either: (1) on-site burning; (2) introduction into the sewerage system.
 - ii. Marijuana waste will be rendered unusable (mixing with kitty litter and ground into a fine powder) and placed into a secure dumpster.
- c. Waste will be weighed and entered into store inventory monitoring system as well as METRC when applicable by authorized employee.

- d. Cannabis powder will be added to non-cannabis mix product (soil) so that the ratio of cannabis to mix does not exceed 40% cannabis powder. Unusable mix will be placed in smell proof, opaque packaging to await disposal.
- e. Unrecognizable unusable waste will be placed in opaque packaging, by authorized employee, will be stored in locked receptacle until such time it can be disposed of by secure third party trash disposal and deposited at a manned waste facility.
- f. Cannabis waste will be stored locked storage for more than 10 days.

6. Locked Dumpster/Waste Facility

- a. Any and all waste generated by Okemos Local Investments will be disposed of in a locked dumpster located upon the premises.
- b. The dumpster facility will remain locked at all times while not in use by an employee and/or agent of Okemos Local Investments.
- c. Only employees associated with Okemos Local Investments and the waste management company owning the dumpster will have access to the locked dumpster facility.
- d. A designated agent of Okemos Local Investments will handle or supervise waste collection by employees to ensure that all waste is appropriately disposed of into the locked dumpster.

7. Security

- a. The locked dumpster facility will be continuously monitored by security cameras providing full view of the locked dumpster facility and the surrounding area.
- b. The installed security cameras will be in accordance with the Security Plan attached to this application.

8. Recycling Policy

- a. Okemos Local Investments will recycle as much materials and office waste as possible. We plan to contract an authorized and licensed waste management company. If none exist for recycling with appropriate credentials we will carry out these policies as a company and bring our own recyclable waste to recycling depots with our employees and infrastructure.
- b. We will have a strict policy of ensuring no sensitive data or information is released inadvertently more about this policy can be found in our recordkeeping and security plans. All paper waste will be shredded, if necessary before recycling. Non-sensitive paper waste will be collected at receptacles around the facility in order to be emptied by authorized

staff of Okemos Local Investments.

- c. Any and all recyclable waste generated by the Applicant will be disposed of in a locked dumpster facility located upon the premises of the Business.
- d. The dumpster facility will remain locked at all times while not in use by an employee and/or agent of the Business.
- e. Only employees associated with the Business and the waste management company owning the dumpster will have access to the locked dumpster facility.
- f. A designated agent of the Business will handle or supervise waste collection by employees to ensure that all waste is appropriately disposed of into the locked dumpster.

9. Trash Collection in Facility

- a. The Okemos Local Investments facility will have a precise schedule for collection of waste from trash and recycle bins from the entire facility.
- b. Authorized employees with empty receptacles daily at the end of their shift.
- c. Authorized employees and supervisors will be the only employees with key access to locks used on receptacle bins for non-cannabis waste and recyclables.
- d. Per waste removal contractor schedule authorized manager will unlock rendered unusable product storage bin so that waste can be transferred to dumpster so that it can be deposited in a manned facility.
- e. Authorized Okemos Local Investments employees will place waste in the appropriate locked receptacle outside in the locked parking area. (see site plan)
- f. Waste bins in potentially hazardous work environments will be collected at the end of shifts by employees authorized and trained to be in such areas.

10. Odor

- a. Carbon scrubbers clean the air.
 - i. These cycle air through the filter and charcoal in the filter cleans the air.
 - ii. Brand: Can Filters.
- b. IMPACT ON ADJACENT USES. The Company plans to employ a central air system on the property, a chimney and exhaust vents on the roof and a filtration system. The building is a standalone building and thus does not share a ventilation system with any non-marihuana establishment, non-marihuana facility, or other non-marihuana business. The company plans to utilize carbon filters for its filtration system, which will be adequate to eliminate odor outside of the permitted premises.

11. Material Safety Data Sheets for all nutrients pesticides and other chemicals proposed for use in the Commercial Medical Marijuana Facility:

- a. This retail facility will not have any nutrients, pesticides and other chemicals. This is a proposed retail facility that will use basic cleaning products such as isopropyl alcohol, lysol or clorox (data sheets included).

SOCIAL EQUITY

Social equity is important to Okemos Local Investments LLC. We are focused on the following goals as we invest and create jobs in Meridian Charter Township:

1. Prioritize the hiring of Meridian Charter Township residents
2. Prioritize the hiring of individuals who have been disproportionately impacted by marihuana prohibition, per the State of Michigan definition
3. Set a goal of hiring to having at least 15 percent of our workforce be individuals who have been disproportionately impacted by marihuana prohibition, per the State of Michigan definition
4. Prioritize the hiring of local contractors and laborers to make improvements to our marihuana establishment
5. Prioritize events and functions to assist those who have been arrested for marihuana with expungement of the arrest from their records
6. Work with Meridian Charter Township and community stakeholders to ensure we are working together to create opportunity in the community
7. Pay a living wage to our employees.

Okemos Local Investments LLC is committed to be an equal opportunity employer in every community it invests in. The goal of equal opportunity employment isto provide for a diverse, non-discriminatory environment of equal opportunities. In accordance with MDHHS and MIOSHA policy, it is also our mission tofacilitate a culture of equal opportunity regardless of age, color, disability, height, weight, genetic information, marital status, national origin, partisan consideration, race, religion, sex, and sexual orientation as defined by federal laws, state laws, and regulations in our relations with employees.

In order to ensure that this standard is upheld, we anticipate that we will:

- Regularly conduct performance evaluation of supervisors, if any, on their specific efforts to support MIOSHA's EEO policy.
- Establish a reporting system from which to analyze the status of employees.
- Cooperate with inquiries and investigations of equal employment opportunity complaints and participate, if required, in the hearing process.
- Work with persons in social equity communities, including appearances at job fairs, expos, and networking events.

--- Okemos Local Investments LLC



To: Planning Commission
From: Keith Chapman, Associate Planner
Date: July 18, 2024
Re: Parking Ordinance Updates

Staff have been updating the parking ordinance for some time and would like to provide an update on where that process is at.

There are several updates that we have been working on:

- Update the joint use and off-street parking requirements.
- Number of spaces adjusted on uses and some uses were added/removed.
- Add American Disabilities Act (ADA) requirements to the ordinance.
- Perimeter landscape requirements simplified into a table for ease of use.
- Parking lot perimeter and parking lot landscape islands landscaping updated to modern standards
 - Ex. Natural vegetation, Rain gardens, green infrastructure, etc.
- Parking lot deferral standards updated, and parking lot reduction standards added.
- Bicycle parking standards section updated.
- Electrical Vehicle (EV) Stations section added.

We look forward to providing a draft ordinance to the Planning Commission in the future.



To: Members of Planning Commission

From: Brian Shorkey, AICP, Principal Planner

Date: August 12, 2024

Re: Project Report

As of August 2024, the following projects are under construction, under site plan review, or have been submitted as a new application (Changes since the last report are shown in **bold**):

Under Construction

<u>Name</u>	<u>Location</u>	<u>Date Approved</u>	<u>Description</u>	<u>Status</u>
1. Grand Reserve	Central Park Drive	March 6, 2024	115 SFR Homes	Under Construction
2. Sanctuary III	North of Robins Way	March 15, 2022 (Plat)	7 SFR Homes	Under construction
3. Newton Pointe	6276 Newton Road	February 24, 2022	Mixed Use w/ 105 MFR & 14 SFR	Under construction
4. Schultz Vet Clinic	2806 Bennet Road	4/24/2023 (SUP)	Vet clinic expansion	Building permit under review
5. MSU to Lake Lansing Trail, Phase 2 (SUP)	Park Lake Road to Okemos Road	May 8, 2023	Township trail	Under construction
6. Planet Fitness	1982 W. Grand River	N/A	Business Expansion	Under construction
7. Silverleaf Phase 1	West Bennett Road	June 26, 2024	25 SFR	Under construction
8. Knob Hill Apartments	2300 Knob Hill Drive	N/A	Reconstruction of Apartment buildings	Under construction

Under Site Plan Review

<u>Name</u>	<u>Location</u>	<u>Date Approved</u>	<u>Description</u>	<u>Status</u>
1. Haslett Village	SW Corner of Haslett	July 26, 2019		Under Site Plan review

Page 2

	Road and Marsh Road (MUPUD)		290 MFR	Awaiting revisions
2. Elevation Phase 4	North of Jolly Road, West of Jolly Oak		MUPUD Amendment	Under Site Plan review Awaiting revisions
3. Proposed Restaurant	2731 W. Grand River	2/12/2024 (SUP)	New restaurant	Under Site Plan Review
4. Consumers Energy	Rutherford Drive	June 24, 2024	New Transfer Station	Under Site Plan Review
5. Shaw Quadplex	5681 Shaw Street	June 10, 2024 (SUP)	New 4-unit MFR	Waiting for Site Plan
6. All Grand Events	1737 W. Grand River	June 26, 2024 (ZBA)	New Deck	Under Site Plan review

New Applications

	<u>Name</u>	<u>Location</u>	<u>Description</u>	<u>Status</u>
1.	Tantay Cuisine	2398 Jolly Road	New Business	Waiting for building permits
2.	New Coffee Shop	Hamilton Road	New Business	Under building review
3.	SANNDs	3520 Okemos Road	Adult Use Marihuana	SUP under review
4.	Herbana	2119A Haslet Road	Adult Use Marihuana	SUP under review
5.	Copper Creek Ph. 5	Haslett Road	Next phase of Copper Creek	Rezoning under review
6.	Okemos Local Investments	4360 Hagadorn	Adult Use Marihuana	SUP under review
7.	Ace Hardware	3544 Meridian Crossings	New Hardware Store	Under building review
8.	Pepperidge Farms	4440 S. Hagadorn	New Store	Under building review
9.	Ai Ya Ramen	1737 W. Grand River	New Restaurant	Under building review