

**CHARTER TOWNSHIP OF MERIDIAN  
PLANNING COMMISSION  
AGENDA**

**WORK SESSION  
AND  
REGULAR MEETING**

**JULY 11, 2016**

**Town Hall Room  
Meridian Municipal Building  
5151 Marsh Road, Okemos, MI 48864**

**Work Session Meeting – Administrative Conference Room**

1. Call meeting to order at approximately 6:00 p.m.
2. Approval of agenda
3. Discussion
  - A. Master Plan Update
    - i. Urban Service Boundary
    - ii. Additions to Goals and Objectives (Corridor Improvement Authority (CIA), Renewable Energy))
4. Public Remarks
5. Adjournment

**Please note: The work session may be recessed and reconvened after adjournment of the regular meeting**

**Regular Meeting – Town Hall Room**

1. Call meeting to order at approximately 7:00 p.m.
2. Approval of agenda
3. Approval of minutes
  - A. June 13, 2016
4. Public remarks
5. Communications
6. Public Hearings

## Planning Commission Agenda

July 11, 2016

Page 2

- A. Special Use Permit #16071 (Chris Humphrey), a request to establish a Huntington National Bank drive-up ATM in the Meijer parking lot at 2055 Grand River Avenue
- 7. Unfinished Business
- 8. Other Business
  - A. Master Plan Update – Urban Service Boundary
- 9. Township Board, Planning Commission officer, committee chair, and staff comment or reports
  - A. New Applications
    - i. Rezoning #16030 (Maniaci), a request to rezone 3690 Hulett Road, Okemos from RR (Rural Residential) to RAA (Single Family-Low Density)
    - ii. Special Use Permit #16081 (Mid-Michigan Ponds), a request to work in the 100-year floodplain to improve a pond at 575 Piper Road, Haslett
  - B. Update of Ongoing Projects
    - i. Site Plans Received - NONE
    - ii. Site Plans Approved - NONE
- 10. Public Remarks
- 11. Adjournment

**Post Script:** Richard Honicky

The Planning Commission's Bylaws state agenda items shall not be introduced for discussion or public hearing that is opened after 10:00 p.m. The chair may approve exceptions when this rule would cause substantial backlog in Commission business (Rule 5.14 Limit on Introduction of Agenda Items).

Persons wishing to appeal a decision of the Planning Commission to the Township Board in the granting of a Special Use Permit must do so within ten (10) days of the decision of the Planning Commission (Sub-section 86-189 of the Zoning Ordinance)

**TENTATIVE  
PLANNING COMMISSION AGENDA**

**Work Session Meeting  
and**

**Regular Meeting  
July 25, 2016**

**Town Hall Room  
Meridian Municipal Building  
5151 Marsh Road, Okemos, MI 48864**

**Work Session Meeting**

1. Master Plan Update – McKenna Presentation

**Regular Meeting**

1. Public Hearings
  - A. Rezoning #16030 (Maniaci), a request to rezone 3690 Hulett Road, Okemos from RR (Rural Residential) to RAA (Single Family-Low Density)
  - B. Special Use Permit #16081 (Mid-Michigan Ponds), a request to work in the 100-year floodplain to improve a pond at 575 Piper Road, Haslett
  
2. Unfinished Business
  - A. Special Use Permit #16071 (Chris Humphrey), a request to establish a Huntington National Bank drive-up ATM in the Meijer parking lot at 2055 Grand River Avenue

**CHARTER TOWNSHIP OF MERIDIAN  
PLANNING COMMISSION  
REGULAR MEETING MINUTES  
June 13, 2016**

**DRAFT**

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

**PRESENT: Commissioners Cordill, Ianni, Jackson, Opsommer, Scott-Craig, Tenaglia, Van Coevering**  
**ABSENT: Commissioners DeGroff, Honicky**  
**STAFF: Principal Planner Oranchak**

**1. Call meeting to order**

Chair Scott-Craig called the regular meeting to order at 7:05 P.M.

**2. Approval of agenda**

**Commissioner Cordill moved to approve the agenda. Seconded by Commissioner Jackson.**

VOICE VOTE: Motion carried 7-0.

**3. Approval of Minutes**

**Commissioner Opsommer moved to approve the Regular Meeting Minutes of May 23, 2016. Seconded by Commissioner Ianni.**

VOICE VOTE: Motion carried 7-0.

**4. Public Remarks**

Chair Scott-Craig opened the floor for public remarks.

Ahsan Sumbal, 900 Gulick Road, Haslett, requested the Township rezone seven (7) acres of property he owns addressed as 2267 M-78 and 6217 Newton Road from PO, RD and RA to C-2.

Chair Scott-Craig closed public remarks.

**5. Communications**

- A. Michael Duda, Superintendent of Haslett Public Schools, 5593 Franklin Street, Haslett; RE: Urban Services Boundary
- B. Ahsan Sumbal, 900 Gulick Road, Haslett; RE: 2267 M-78 and 6217 Newton, East Lansing, MI

**6. Public hearings**

- A. Special Use Permit #16061 (Korrey), request to work in the 100-year floodplain of the Pine Lake Drain to construct a sun porch addition at 5520 Okemos Road

Chair Scott-Craig opened the public hearing at 7:13 P.M.

- Introduction by the Chair (announcement of procedures, time limits and protocols for public participation and applicants)

- Summary of subject matter  
Principal Planner Oranchak summarized the special use permit request as outlined in staff memorandum dated June 8, 2016.
- Applicant  
Dan Korrey, 4326 W. Saginaw, Lansing, and the applicant's representative, indicated the deck itself replaced an existing deck of the same dimension and is three (3) feet above the floodplain elevation. He noted the only material within the floodplain are the posts.
- Public  
Jeanne Baugh, 5520 N. Okemos Road, East Lansing, requested the Planning Commission discuss and vote on the special use permit this evening. She stated the project was to be finished over a year ago. Ms. Baugh noted her 95 year-old ill mother owns this property, is unable to get out of the house and would like to spend a portion of her remaining time enjoying the deck.
- Planning Commission discussion:  
Commissioner Cordill inquired if the sun porch could not be used if approval is not given.

Principal Planner Oranchak replied in the affirmative.

Commissioner Tenaglia indicated since the applicant is replacing the existing structure and has no effect on neighboring properties or the floodplain, she saw no reason why the SUP approval could not be given today.

Commissioner Jackson stated the design of the new sun porch is closed in on the bottom. She inquired of the applicant's representative if the siding attached to the posts was within the floodplain.

Mr. Korrey replied the siding has been approved by the Michigan Department of Environmental Quality (MDEQ), adding the state asked that a vent for water flow be installed on the corner.

Commissioner Opsommer spoke in agreement with Commissioner Tenaglia's opinion to move forward with approval of the project this evening. He suggested the possibility of including a condition which reiterated the condition MDEQ placed on the siding.

Commissioner Van Coevering agreed with the previous two Commissioners' comments and will offer a motion to suspend the rules at the appropriate time to make a decision this evening.

Chair Scott-Craig clarified the request before the Planning Commission is to place nine (9) cubic feet of fill in the 100-year floodplain of the Pine Lake (Outlet) Drain. He requested an explanation of how the fill was placed in the floodplain.

Principal Planner Oranchak replied staff calculated that amount based on the posts placed in the ground, but does not have the specific amount.

Chair Scott-Craig added that if there were existing posts which were replaced, fill was not actually added to the site.

Principal Planner Oranchak responded technically, it was simply replacing what already existed.

Chair Scott-Craig noted the list of conditions from the MDEQ which address the idea of water flow include a prohibition on any impediment to water flow in the event of a 100 year storm. He asked if the applicant intended on following the conditions requested by the MDEQ.

Mr. Korrey replied in the affirmative.

Chair Scott-Craig asked if the Township will follow up for compliance.

Principal Planner Oranchak replied once the SUP is granted, the applicant will need to obtain a building permit and staff will inspect the current structure to ensure the changes made are up to code.

Chair Scott-Craig closed the public hearing at 7:29 P.M.

## 7. Unfinished Business

- A. Rezoning #16020 (PK Housing & Management), request to rezone .75 acre addressed as 1792 Hamilton Road, Okemos, from RC (Multiple Family-14 units per acre) to PO (Professional and Office)

**Commissioner Tenaglia moved [and read into the record] NOW THEREFORE, BE IT RESOLVED THE PLANNING COMMISSION OF THE CHARTER TOWNSHIP OF MERIDIAN hereby recommends approval of Rezoning #16020 to rezone approximately .75 acre from RC (Multiple family – maximum 14 dwelling units per acre) to PO (Professional and Office). Seconded by Commissioner Jackson.**

Planning Commission discussion:

- Rezoning is consistent with surrounding properties
- Rezoning will allow for enhancement of and redevelopment improvements to the site

ROLL CALL VOTE: YEAS: Commissioners Cordill, Ianni, Jackson, Opsommer, Tenaglia, Van Coevering, Chair Scott-Craig

NAYS: None

Motion carried 7-0.

[Chair Scott-Craig recessed the meeting at 7:34 P.M.]

[Chair Scott-Craig reconvened the meeting at 7:53 P.M.]

**Commissioner Van Coevering moved to suspend Planning Commission Bylaw 6.4a to consider making a decision on the same night as the public hearing. Seconded by Commissioner Cordill.**

ROLL CALL VOTE: YEAS: Commissioners Cordill, Ianni, Jackson, Opsommer, Tenaglia, Van Coevering, Chair Scott-Craig

NAYS: None

Motion carried 7-0.

- B. Special Use Permit #16061 (Korrey), request to work in the 100-year floodplain of the Pine Lake Drain to construct a sun porch addition at 5520 Okemos Road

**Commissioner Jackson moved [and read into the record] NOW THEREFORE, BE IT RESOLVED THE PLANNING COMMISSION OF THE CHARTER TOWNSHIP OF MERIDIAN hereby approves Special Use Permit #16061 subject to the following conditions:**

- 1. Approval is subject to the application materials and plans submitted as part of Special Use Permit #16061, subject to revisions as required.**
- 2. The Director of Public Works and Engineering shall review the plans prior to issuance of a building permit for completion of the project.**
- 3. If required, the applicant shall obtain a soil erosion and sedimentation control permit from the Department of Public Works & Engineering prior to any work taking place related to the deck project. A copy of the permit shall be provided to the Department of Community Planning & Development.**
- 4. All conditions placed on the project by the MDEQ permit dated April 12, 2016 shall be complied with.**
- 5. In no case shall the impoundment capacity of the 100-year floodplain be reduced by activities associated with the construction project.**
- 6. Fill placed in the floodplain as part of the project shall be protected against erosion pursuant to a soil erosion permit from the Department of Public Works & Engineering.**
- 7. The applicant shall properly dispose of all excess materials from constructing the deck and sun porch to an off-site location subject to the approval of the Director of Community Planning & Development.**

**Seconded by Commissioner Tenaglia.**

**ROLL CALL VOTE: YEAS: Commissioners Cordill, Ianni, Jackson, Opsommer, Tenaglia, Van Coevering, Chair Scott-Craig**

**NAYS: None**

**Motion carried 7-0.**

**8. Other Business (None)**

- 9. Township Board, Planning Commission officer, committee chair, and staff comment or reports**  
Chair Scott-Craig reported his attendance at the June 2<sup>nd</sup> meeting of the Economic Development Corporation where Walnut Hills, the Corridor Improvement Authority (CIA) and the proposed Costco development were discussed. He offered information from the Chronic Wasting Disease meeting where it was announced the zone has been expanded as seven (7) deer were discovered. Chair Scott-Craig added nearly 1,000 deer have been culled from the Township and the culling program will resume in July. He also reported his and Associate Planner Gmazel's attendance at a training session on Climate Health Adaptation Planning in Michigan where he learned the State of Michigan has been involved in climate change planning for some time. Chair Scott-Craig noted his attendance at the neighborhood meeting held by Costco.

Commissioner Jackson reported that she, Commissioner Opsommer and Chair Scott-Craig attended the monthly leadership meeting, where several department heads provided information on their operations. She also noted her attendance at last Saturday's Celebrate Meridian Event.

Commissioner Opsommer also reported his attendance at the Celebrate Meridian Event. He provided information on House Bill 5578 (labeled the dark store legislation), which passed with broad bipartisan support.

A. New Applications

**None**

B. Update of Ongoing Projects

i. Site Plans Received - NONE

ii. Site Plans Approved - NONE

**10. Public remarks**

Chair Scott-Craig opened and closed public remarks.

**11. Adjournment**

Chair Scott-Craig adjourned the regular meeting at 8:05 P.M.

Respectfully Submitted,

Sandra K. Otto  
Recording Secretary

**Special Use Permit #16071  
(Chris Humphrey)  
July 7, 2016**

**APPLICANT:** Christopher J. Humphrey AIA (representing Huntington National Bank)  
4495 Millwater Dr.  
Powell, Ohio 43065

**STATUS OF APPLICANT:** Licensee (Huntington National Bank)

**REQUEST:** Install a drive-up ATM in the Meijer parking lot

**ZONING:** C-3 (Commercial)

**LOCATION:** 2055 Grand River Avenue

**AREA OF SUBJECT SITE:** 3,597.88 square feet (.08 acre)

**EXISTING LAND USE:** Parking lot

**MASTER PLAN DESIGNATION:** Commercial Core

**EXISTING LAND USES  
IN SURROUNDING AREA:** North: Meijer parking lot and future Chick-Fil-A  
South: Meijer store  
East: Meijer parking lot  
West: Access drive and unoccupied retail building

**CURRENT ZONING  
IN SURROUNDING AREA:** North: C-3 (Commercial)  
South: C-3 (Commercial)  
East: C-3 (Commercial)  
West: C-3 (Commercial)

**COMP PLAN DESIGNATION  
IN SURROUNDING AREA:** North: Commercial Core  
South: Commercial Core  
East: Commercial Core  
West: Commercial Core

CHARTER TOWNSHIP OF MERIDIAN

MEMORANDUM

TO: Planning Commission

FROM: Gail Oranchak  
Gail Oranchak, AICP  
Principal Planner

DATE: July 7, 2016

RE: Special Use Permit #16071 (Chris Humphrey), request to establish a Huntington National Bank ATM at 2055 Grand River Avenue

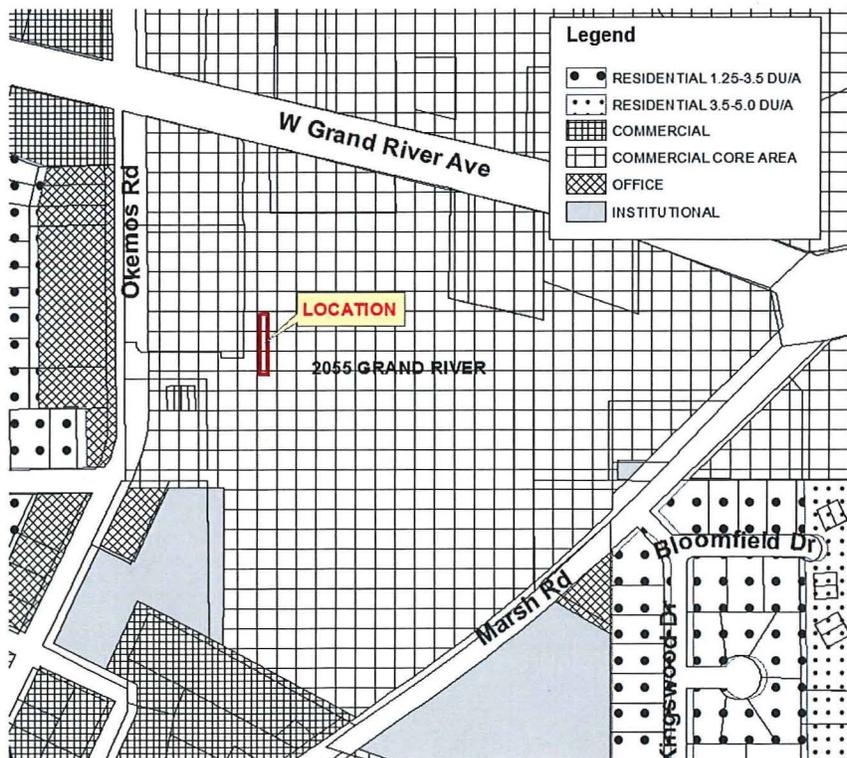
Chris Humphrey, representing Huntington National Bank, has requested a special use permit to establish an unattended Huntington National Bank Automated Teller Machine (ATM) in the parking lot of the Meijer store located at 2055 Grand River Avenue. The ATM, associated car stacking area and exit lane will occupy an area approximately 22.1 feet in width and 162.8 feet in length (3,597.88 square feet) displacing 17 existing parking spaces. The area of the proposed ATM is within the parking lot row located north of the northwest corner of the building.

The site is zoned C-3 (Commercial) and drive-up banking facilities are permitted by special use permit in the C-3 district. Meijer has licensed the 3,597.88 square feet to Huntington National Bank for the ATM location.

**Master Plan**

The 2005 Master Plan designates the subject site in the Commercial Core category.

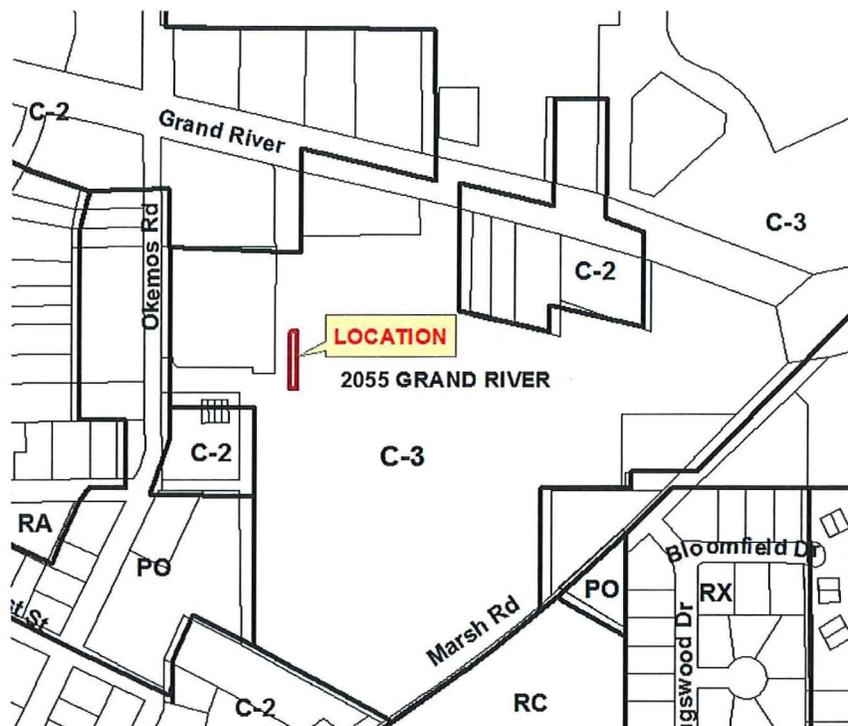
**FUTURE LAND USE MAP**



## Zoning

Minimum lot width and lot area requirements for C-3 District zoned properties are 100 feet of lot width and 10,000 square feet of lot area, respectively. The Michigan Land Division Act states an area leased/licensed for more than one year is a land division. Land division standards require the site meet the lot area and lot width requirements of the C-3 zoning district. At zero feet of width on a public street and 3,597.88 square feet of area, the licensed area is not compliant with C-3 district standards. The applicant applied for the necessary variances to allow the ATM to occupy the proposed location and the Zoning Board of Appeals approved the request at its June 8, 2016 meeting.

### ZONING MAP



## Physical Features

The project site currently consists of an asphalt paved and striped area for 17 parking spaces and lies between two landscaped parking lot islands.

A review of the Federal Insurance Rate Map (FIRM) and Township Wetland Map show neither floodplain elevations nor wetlands are present on the site. The site has no special designation on the Township's Greenspace Plan.

### **Streets and Traffic**

The Meijer site has multiple entrances on Grand River Avenue, Okemos Road and Marsh Road. The ATM will be located nearest to the two westernmost Grand River Avenue access drives and the two drives on Okemos Road. The applicant's traffic consultant provided an evaluation of the use indicating neither a traffic analysis nor a traffic impact study were deemed necessary due to the low volume of trips (33 peak hour, 139 weekday) associated with a multi-function bank with ATM service.

### **Public Utilities**

Public utilities required to serve the ATM site such as electricity are available on the Meijer site.

### **Staff Analysis**

The applicant has requested a special use permit to install a stand-alone drive-up ATM in the parking lot of the Meijer store located at 2055 Grand River Avenue. Seventeen parking spaces will be eliminated to accommodate the ATM. Based on building size, no fewer than 1,026 and no more than 1,195 parking spaces are required for the Meijer use. The most up-to-date site plan shows the presence of 1,045 striped parking spaces. The elimination of 17 spaces will reduce the total number of parking spaces to 1,028, two more than the minimum requirement of 1,026.

The site plan shows five vehicle "standing spaces" will be provided at the ATM. The zoning ordinance indicates a minimum of three standing spaces are required for "drive-in" windows at banking facilities. Typically, by-pass lanes are required at drive-in facilities however land is not available at the proposed site to accommodate a by-pass lane.

Proposed new landscaping is located adjacent to the existing landscaped islands north and south of the ATM area. The site plan also shows a proposed landscaped strip separating the existing parking lot drive aisle from the ATM service area. Building design and materials, landscaping and site lighting will be evaluated during site plan review.

### **Attachments**

1. Special Use Permit Application and supporting documents
2. Special Use Permit Criteria
3. Aerial Photograph
4. ZBA approval letter dated June 9, 2016
5. Site Plan dated June 13, 2016

# Chapter 86. Zoning

## ARTICLE II. Administration and Enforcement

### DIVISION 4. Special Use Permits

#### § 86-126. Review criteria.

[Code 1974, § 81-3.2(F)]

Applications for special use permits shall be reviewed for compliance with the following standards and requirements, where applicable. An application for a special use permit that complies with all the following standards and requirements in this chapter may be approved. The applicant shall assure that:

- (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 comprehensive development 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 stormwater 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.

**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 CHRIS HUMPHREY  
Address of Applicant 4495 MILLWATER DR POWELL OH 43065  
Telephone - Work 740-881-5910 Home \_\_\_\_\_ Fax \_\_\_\_\_ Email chris@humphreyarchitect.com  
Interest in property (circle one): Owner \_\_\_\_\_ Tenant \_\_\_\_\_ Option \_\_\_\_\_ Other  
(Please attach a list of all persons with an ownership interest in the property.)
- B. Site address / location / parcel number 2055 W GRAND RIVER AVE  
Legal description (please attach if necessary)  
Current zoning C-3 (COMMERCIAL DISTRICT)  
Use for which permit is requested / project name HUNTINGTON BANKS DRIVE-UP ATM  
Corresponding ordinance number 86-405(e)(11)
- C. Developer (if different than applicant) HUNTINGTON NATIONAL BANK  
Address 37 W BROAD ST COLUMBUS OH 43215  
Telephone - Work 614-738-5473 Home \_\_\_\_\_ Fax \_\_\_\_\_
- D. Architect, Engineer Planner or Surveyor responsible for design of project if different from applicant:  
Name CHRIS HUMPHREY  
Address 4495 MILLWATER DR POWELL OH 43065  
Telephone - Work 740-881-5910 Home \_\_\_\_\_ Fax \_\_\_\_\_
- E. Acreage of all parcels in the project: Gross \_\_\_\_\_ Net 34.486
- F. Explain the project and development phases:
- G. Total number of:  
Existing: structures 1 bedrooms \_\_\_\_\_ offices \_\_\_\_\_ parking spaces \_\_\_\_\_ carports \_\_\_\_\_  
garages \_\_\_\_\_ Proposed: structures 1 bedrooms \_\_\_\_\_ offices \_\_\_\_\_ parking spaces \_\_\_\_\_ carports \_\_\_\_\_  
garages \_\_\_\_\_ DRIVE-UP ATM AND CANOPY
- H. Square footage: existing buildings 223,026 proposed buildings 64  
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: NO EMPLOYEES CONNECTED WITH ATM
- J. Existing Recreation: Type N/A Acreage \_\_\_\_\_  
Proposed Recreation: Type N/A Acreage \_\_\_\_\_

Existing Open Space: Type N/A Acreage \_\_\_\_\_  
Proposed Open Space: Type N/A 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.
2. Legal Description of the property.
3. Evidence of fee or other ownership of the property.
4. Site Plan containing the information listed in the attachment to this application.
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.
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.
  - 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.

- M. Any other information specified by the Director of Community Planning and Development which is deemed necessary to evaluate the application.
- 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:
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:
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:
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:
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.
- S.

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.

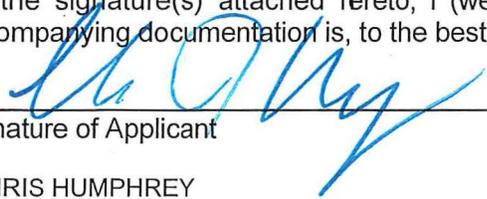
- (1) The project is consistent with the intent and purposes of this chapter.
- (2) The project is consistent with applicable land use policies contained in the Township's comprehensive development plan of current adoption.
- (3) The project is designed, constructed, operated, and maintained so as to 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.

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

6-13-16  
\_\_\_\_\_  
Date

CHRIS HUMPHREY  
\_\_\_\_\_  
Type/Print Name

Fee: \$500.00  
\_\_\_\_\_

Received by/Date: Haile Orndorff 6/15/16

### SUP REQUEST STANDARDS

1. The project introduces a new delivery point for retail banking services in an existing shopping center in an established retail district. The new drive-up ATM is consistent with the intent and purposes of the Code and compliments the Huntington Banks office now in the Meijer store
2. The ATM does not deviate from any present land use policies
3. The ATM setting is a large parking lot of a shopping center of contemporary design. Most structures in the neighborhood are of contemporary architectural design. The ATM canopy is quite contemporary in lines and colors. It is an attracter as well as a shelter. The canopy height (8'-10") will not obstruct or detract from the appearance of and present structure or landscaping
4. Situated along the periphery of the Meijer parking lot, the ATM is quite removed from neighboring uses and will not directly or indirectly impact access to or use of the neighboring buildings and parking areas. Adequate vehicle queueing will insure that the ATM users do not affect any existing pedestrian or vehicular paths
5. The ATM will attract a small increase of shoppers to the area while accommodating those in need of cash for local purchases. This should result in bolstering the economic welfare of the area. The ATM means a new retail service is available to the citizens of the community
6. The existing parking lot and its existing access points adequately serves the ATM customers
7. The ATM does not require water or sanitary. The ATM will not affect the present storm water flow or sewer system. No other public services will be affected nor required
8. Although the ATM should mean a small increase in the total of vehicles using the shopping center parking lot, the increase in noise and fumes will be negligible
9. The ATM will not affect any natural resources in or near the present shopping center

**Traffic Engineering  
Associates, Inc.**

**517/627-6028 FAX: 517/627-6040**

PO Box 100  
Saranac, Michigan 48881

Mr. Christopher J. Humphrey Architect, LLC  
4495 Millwater Drive  
Powell, OH 43065  
740-881-5910

June 13, 2016

Dear Mr. Humphrey:

Traffic Engineering Associates, Inc. (TEA) conducted a trip generation review for the proposed Huntington Bank ATM to be located in an existing parking lot in Meridian Charter Township, Ingham County, Michigan. The purpose of this review is to determine if the traffic generated by the proposed Huntington Bank ATM will meet the Meridian Charter Township requirements in their zoning and site plan petitions to require a traffic assessment or a traffic impact study.

In accordance with the Meridian Charter Township requirements, a traffic assessment study is required when the proposed development will generate 50 to 99 directional trips during a peak hour of traffic. A traffic impact study is required if the proposed development will generate 100 directional trips or more during a peak hour of traffic, or over 750 trips on an average day.

The trip generation rates were derived from the ITE Trip Generation Manual (9th edition). The ITE trip generation rates for Drive-in Bank (Land Use Code 912) were selected as representing the proposed Huntington Bank ATM. This trip generation review is for a single ATM in an existing parking lot and will not be associated with a bank building; however, the ITE Trip Generation Manual does not give trip generation rates for a single ATM, therefore the land use for a drive-in bank was used which will provide for very conservative numbers.

The ITE description of Drive-in Bank is as follows:

*Drive-in banks provide banking facilities for motorists who conduct financial transactions from their vehicles; many also serve patrons who walk into the building. The drive-in lanes may or may not provide automatic teller machines (ATM's).*

It is projected that proposed Huntington Bank ATM will generate nine (9) vehicle trips in the AM peak hour, thirty-three (33) vehicle trips during the PM peak hour, and a weekday total of one hundred and thirty-nine (139) vehicle trips. These trip generation numbers are based on a physical bank building with drive-in lanes that provides more banking functions than just an ATM machine.

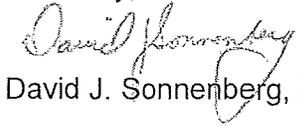


Description	Size	AM Peak Hour			PM Peak Hour			Weekday
		In	Out	Total	In	Out	Total	
Huntington Bank ATM	1 Drive-in Lane	5	4	9	16	17	33	139

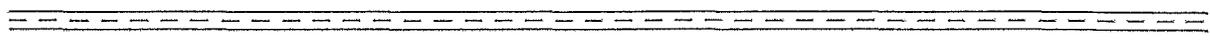
The trip generation for the proposed Huntington Bank ATM will not generate enough vehicle trips to warrant a traffic assessment or a traffic impact study.

If you have any questions, please write or call.

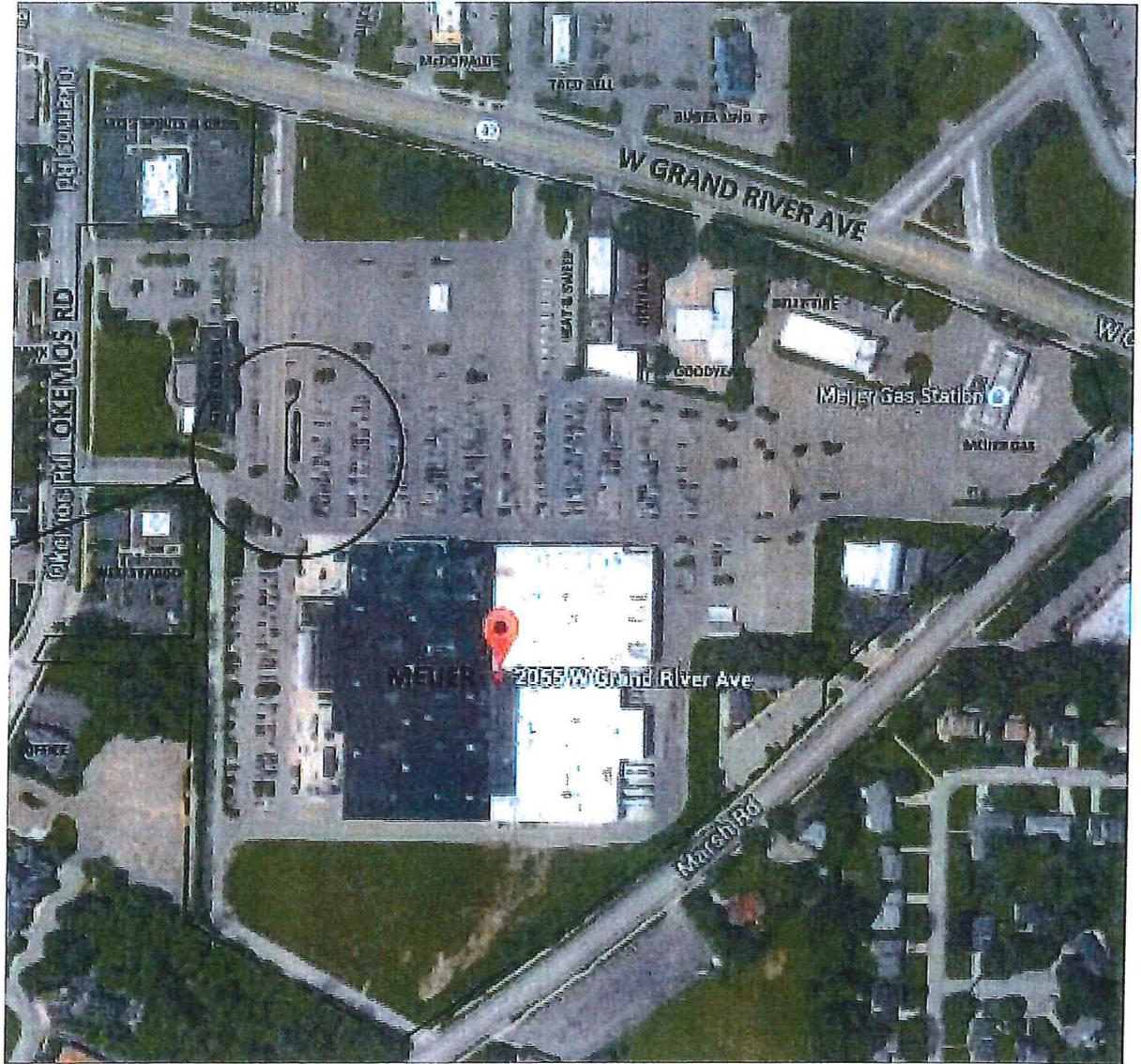
Sincerely,

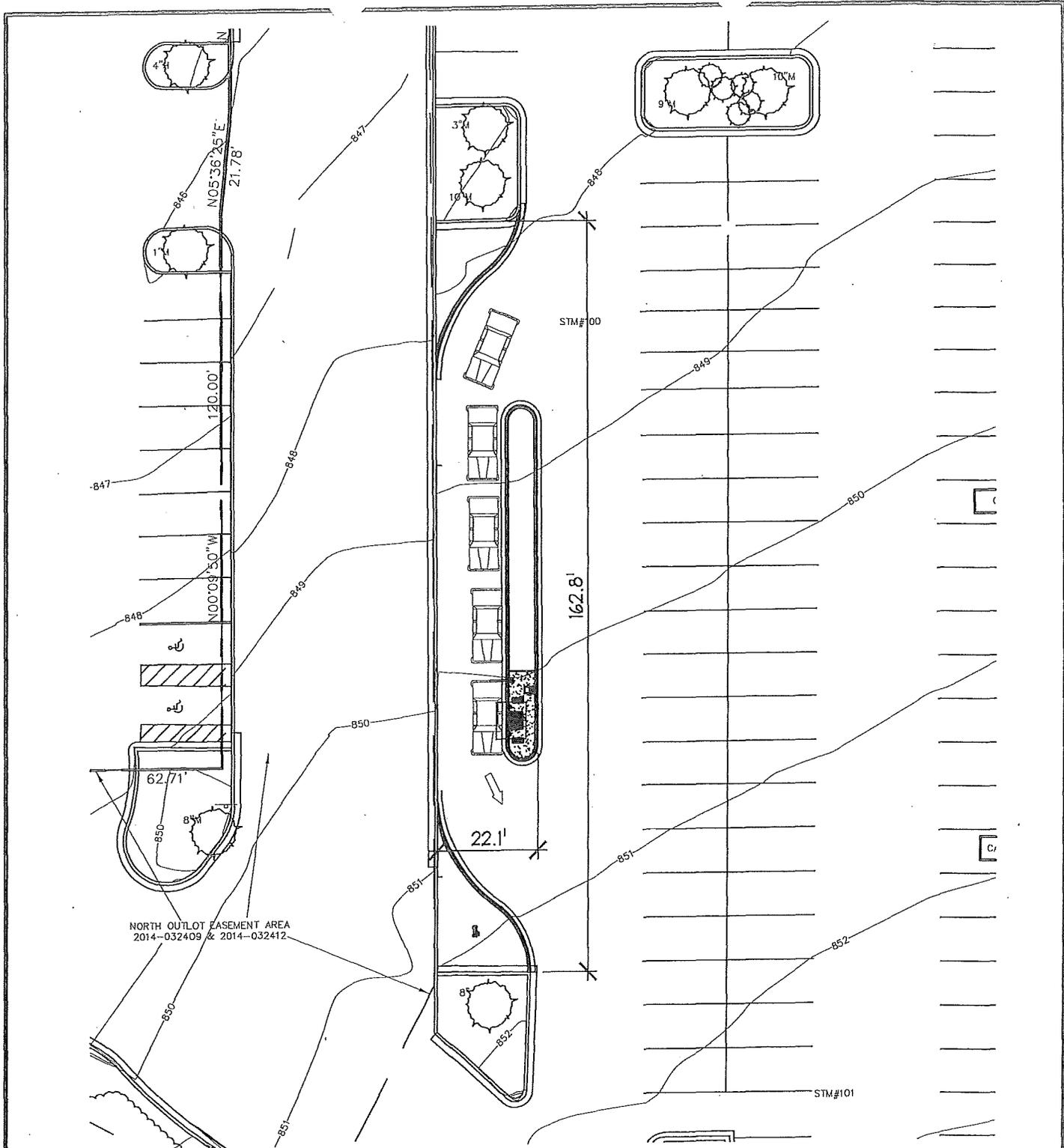


David J. Sonnenberg, PE









NORTH OUTLOT EASEMENT AREA  
2014-032409 & 2014-032412



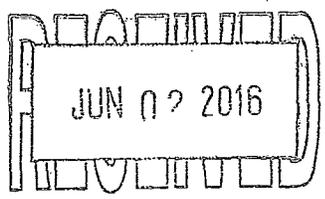
**ATM SITE PLAN**

SCALE: 1"=30'

NEW DRIVE-UP ATM

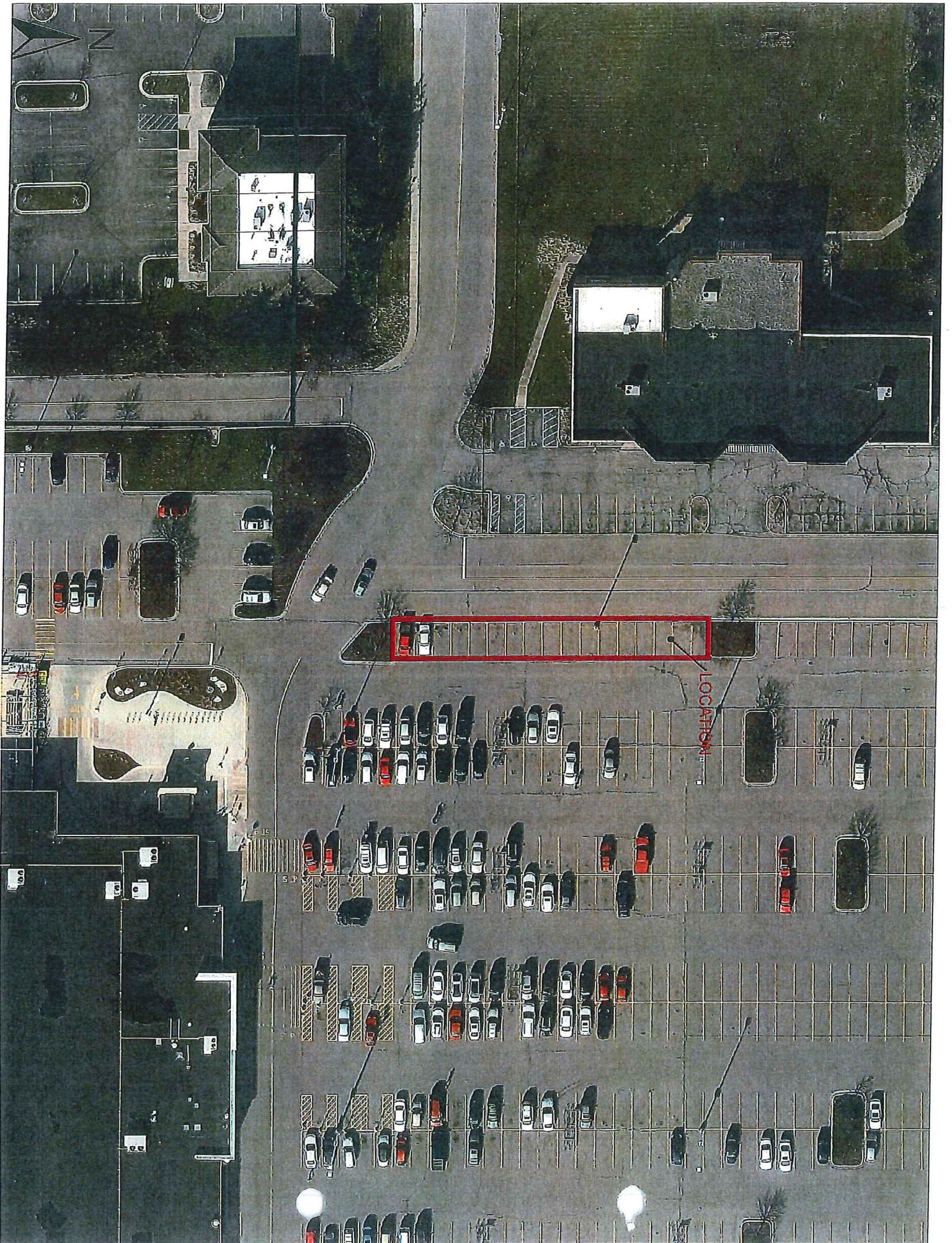


MEIJER STORE #25  
2055 W GRAND RIVER  
OKEMOS, MI 48864



**ZB-1.1**

6-2-16



# CHARTER TOWNSHIP OF MERIDIAN

Elizabeth Ann LeGoff    Supervisor  
Brett Dreyfus            Clerk  
Julie Brixie              Treasurer  
Frank L. Walsh          Manager



Milton L. Scales            Trustee  
Ronald J. Styka            Trustee  
John Veenstra              Trustee  
Angela Wilson              Trustee

June 9, 2016

Chris Humphrey  
4495 Millwater Dr.  
Powell, OH 43065

**RE:    Zoning Board of Appeals #16-06-08-1 (ATM/Huntington Nat. Bank)  
      2055 W. Grand River Ave**

Dear Mr. Humphrey:

The Zoning Board of Appeals (ZBA), at its regular meeting held on June 8, 2016 voted to **approve** your request for variances from the following sections of the Code of Ordinances:

- Section 86-405(b)(1), which states the minimum lot area is 10,000 square feet, except where otherwise specified.
- Section 86-405(b)(2), which states the minimum lot width is 100 feet, except where otherwise specified.

Approval of the variances permits creation of a license parcel which measures 22.1 feet by 162.8 feet in area, for a total of 3,597.8 square feet in area. The license parcel contains zero (0) feet of frontage on a public street. The granting of the two variances was based on the site plan and related information submitted by the applicant. Any modification that would affect the intent of these variances requires approval by the ZBA. The effective date for the approved variances is June 8, 2016, the date the ZBA approval.

The approvals are conditioned upon the applicant first receiving a Special Use Permit to operate a drive-through facility at the site. The next step is for you to submit a Special Use Permit application to the Department of Community Planning and Development to request that the site be used as a drive-through ATM.

The project shall commence within 24 months of the date of the approval and the project must be completed within 18 months from the date the project was started or the variances shall be void.

If you have any questions, please contact me.

Sincerely,

Mark Kieselbach  
Director of Community Planning and Development

5151 MARSH ROAD, OKEMOS, MICHIGAN 48864-1198 (517) 853-4000

[www.meridian.mi.us](http://www.meridian.mi.us)

