



**AGENDA**  
CHARTER TOWNSHIP OF MERIDIAN  
ZONING BOARD OF APPEALS MEETING  
March 16, 2022 6:30 pm

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1. CALL MEETING TO ORDER
2. APPROVAL OF THE AGENDA
3. CORRECTIONS, APPROVAL AND RATIFICATION OF MINUTES
  - A. Wednesday, February 16, 2022
4. COMMUNICATIONS
5. UNFINISHED BUSINESS
6. NEW BUSINESS

**A. ZBA CASE NO. 22-03-16-1 (2446 Jolly Road), E.W. Sparrow Hospital Association,  
1215 East Michigan Avenue, Lansing, MI 48909**

DESCRIPTION:	2446 Jolly Road
TAX PARCEL:	33-353-022
ZONING DISTRICT:	PO (Professional Office)

The variances requested is to add additional wall signs that exceeds the allowed square footage at 2446 Jolly Road.

7. OTHER BUSINESS
8. PUBLIC REMARKS
9. BOARD MEMBER COMMENTS
10. ADJOURNMENT

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Variance requests may be subject to change or alteration upon review of request during preparation of the staff memorandum. Therefore, Sections of the Code of Ordinances are subject to change. Changes will be noted during public hearing meeting.

Individuals with disabilities requiring auxiliary aids or services should contact the Meridian Township Board by contacting:  
Assistant Planner Keith Chapman, 5151 Marsh Road, Okemos, MI 48864 or 517.853.4580 - Ten Day Notice is Required.  
Meeting Location: 5151 Marsh Road, Okemos, MI 48864 Township Hall

**CHARTER TOWNSHIP OF MERIDIAN  
ZONING BOARD OF APPEALS REGULAR MEETING MINUTES \*DRAFT\*  
5151 MARSH ROAD, OKEMOS, MI 48864-1198  
(517) 853-4000  
WEDNESDAY, FEBRUARY 16<sup>TH</sup>, 2022  
REGULAR TELEVISED MEETING**

PRESENT: Chair Mansour, Member Deschaine, Vice-Chair Field-Foster

ABSENT:

STAFF: Director of Community and Planning Timothy Schmitt, Assistant Planner Chapman,  
Chief Engineer Younes Ishraidi

**1. CALL MEETING TO ORDER**

Chair Mansour called the meeting to order at 6:34 p.m.

**2. APPROVAL OF AGENDA**

**Vice-Chair Field-Foster moved to approve the agenda as presented. Seconded by Member Deschaine.**

ROLE CALL TO VOTE:

YEAS: Vice-Chair Field-Foster, Chair Mansour, Member Deschaine

NAYS: None

Motion carried: 3-0

**3. CORRECTIONS, APPROVAL & RATIFICATION OF MINUTES**

A. December 8, 2021 Meeting Minutes

**Chair Mansour moved to approve the minutes from Wednesday, December 8, 2021 as presented. Seconded by Vice-Chair Field-Foster.**

ROLE CALL TO VOTE:

YEAS: Vice-Chair Field-Foster, Chair Mansour, Member Deschaine

NAYS: None

Motion carried: 3-0

**4. COMMUNICATIONS - NONE**

**5. UNFINISHED BUSINESS - NONE**

**6. NEW BUSINESS**

**A. ZBA CASE NO. 22-01-19-1 (2075 Grand River Avenue), Frank Gawdun, 1743 East McNair Drive Ste. 200, Tempe, AZ 85283**

DESCRIPTION: 2075 Grand River  
TAX PARCEL: 21-276-014  
ZONING DISTRICT: C-3 (Commercial)

The variance requested is to construct a drive-thru canopy in the rear yard setback at 2075 Grand River.

Assistant Planner Chapman outlined the case for discussion.

Applicant's Representative Frank Gawdun, 1743 E. McNair Dr., Suite 200, Tempe, AZ further outlined the case for discussion.

Member Deschaine asked if the applicant has had any safety issues up to now.

Mr. Gawdun replied they have not.

Vice-Chair Field-Foster asked what the straight path above the proposed canopy is representing.

Mr. Gawdun stated it is an existing bypass lane created in the initial building of the site.

Vice-Chair Field-Foster asked if there is a location on site to place the canopies without requiring variances.

Mr. Gawdun replied no.

Vice-Chair Field-Foster asked if there is a way to make the canopy smaller.

Mr. Gawdun replied no.

Chair Mansour asked staff if the driveway was already in the setback.

Assistant Planner Chapman stated it may be over the setback by a foot or two.

Chair Mansour asked if the driveway will be worked on or if the applicant is only building a canopy.

Mr. Gawdun stated they are only building a canopy.

Vice-Chair Field-Foster asked if the applicant had discussed with engineers if there was an alternate approach that wouldn't require variance, or if this is a design that is used at all Chick-fil-a locations.

Mr. Gawdun stated it's a bit of both as all locations will have similar canopies.

Chair Mansour read review criteria one from Section 86-221 of the Code of Ordinances which states unique circumstances exist that are peculiar to the land or structure that are not applicable to other land or structures in the same zoning district.

Chair Mansour stated this is a unique situation because of the location, the traffic and the drive through lane being already set up. She further stated any business that has a two lane drive through that is located just off a business highway with heavy traffic flow is a unique situation.

Vice-Chair Field-Foster stated she could meet criteria one, but then would struggle with criteria two.

Chair Mansour read review criteria two which states these special circumstances are not self-created.

Member Deschaine stated he doesn't see this as self-created as the business isn't designed poorly. He further stated this is a symptom of people changing the way they consume restaurant meals and their drive through isn't equipped to handle the increase in traffic.

Vice-Chair Field-Foster stated this Chick-fil-a has always been busy.

Chair Mansour stated Mr. Gawdun mentioned in his opening statement that all Chick-fil-a's will be using these canopies going forward because of increased sales, and if they were building this Chick-fil-a today the canopy would have been included in the original plans.

Chair Mansour read review criteria three which states strict interpretation and enforcement of the literal terms and provisions of this chapter would result in practical difficulties.

Chair Mansour stated the practical difficulties she sees here is creating a flow of business that responds to traffic demands and protects employees and customers.

Member Deschaine concurred.

Chair Mansour read review criteria four which states that the alleged practical difficulties which will result from a failure to grant the variance would unreasonably prevent the owner from using the property for a permitted purpose.

Chair Mansour stated she struggles with this one, as the business can remain open and operating without the canopy. She asked staff if there have been any issues brought to the township's attention regarding traffic at this location.

Director Schmitt replied not on this specific application, but has received complaints about the amount of traffic that goes into this location. He stated the applicant's original site plan would have been better suited to accommodate their needs, but township ordinances at the time led to the current layout which includes a hairpin turn that larger vehicles struggle to make. He further stated the driveway canopy is a structure to be built on an internal lane on an internal property line that is shielded from the road.

Chair Mansour asked if the current layout has created an inherent traffic problem for the applicant.

Director Schmitt stated there is an inherent traffic problem that is in part due to past township ordinance.

Chair Mansour read review criteria five which states granting the variance is the minimum action that will make possible the use of the land or structure in a manner which is not contrary to the public interest and which would carry out the spirit of this zoning ordinance, secure public safety, and provide substantial justice.

Chair Mansour stated criteria five has been met.

Chair Mansour read review criteria six which states granting the variance will not adversely affect adjacent land or the essential character in the vicinity of the property.

Chair Mansour stated criteria six has been met.

Chair Mansour read review criteria seven which states the conditions pertaining to the land or structure are not as general or recurrent in nature as to make the formulation of a general regulation for such conditions practicable.

Chair Mansour stated criteria seven had been met.

Chair Mansour read review criteria eight which states granting the variance will be generally consistent with public interest and the purposes and intent of this Chapter.

Chair Mansour stated criteria eight has been met.

**Chair Mansour moved to approve ZBA CASE NO. 22-01-19-1. Seconded by Treasurer Deschaine.**

ROLE CALL TO VOTE:

YEAS: Vice-Chair Field-Foster, Chair Mansour, Member Deschaine

NAYS: None

Motion carried: 3-0

**B. ZBA CASE NO. 22-02-16-1 (5000 Okemos Road), Michigan Department of Transportation, 2700 Port Lansing Road, Lansing, MI 48906**

DESCRIPTION:	5000 Okemos Road
TAX PARCEL:	21-226-012
ZONING DISTRICT:	C-3 (Commercial)

The variance requested is to construct a floodplain compensating cut in the wetland setback at 5000 Okemos Road.

Assistant Planner Chapman outlined the case for discussion.

Applicant's representative Jack Rick, 3908 Sun Rapids Dr., Okemos, MI further outlined the case for discussion.

Chief Engineer Ishraidi spoke in support of approving this application.

Member Deschaine asked if other potential sites would have setback issues as bad as or greater than this one.

Chief Engineer Ishraidi replied he is almost certain they would.

Vice-Chair Field-Foster asked if this would cause any issues to the fire station that is on this property.

Mr. Rick replied the only disturbance that should be noted is the equipment to make the compensating cut will travel through the fire station parking lot.

Chair Mansour asked what drawbacks there are to making a compensating cut in this wetland.

Mr. Rick stated in his opinion there is no drawback.

Vice-Chair Field-Foster asked if EGLE has issued a permit for this.

Mr. Rick replied they have.

Assistant Planner Chapman noted the Planning Commission also approved a special use permit for the fill placement in the floodplain as well.

Chair Mansour read review criteria one from Section 86-221 of the Code of Ordinances which states unique circumstances exist that are peculiar to the land or structure that are not applicable to other land or structures in the same zoning district.

Chair Mansour stated criteria one had been met.

Chair Mansour read review criteria two which states these special circumstances are not self-created.

Chair Mansour stated criteria two had been met.

Chair Mansour read review criteria three which states strict interpretation and enforcement of the literal terms and provisions of this chapter would result in practical difficulties.

Chair Mansour stated criteria three had been met.

Chair Mansour read review criteria four which states that the alleged practical difficulties which will result from a failure to grant the variance would unreasonably prevent the owner from using the property for a permitted purpose.

Chair Mansour stated criteria four had been met.

Chair Mansour read review criteria five which states granting the variance is the minimum action that will make possible the use of the land or structure in a manner which is not contrary to the public interest and which would carry out the spirit of this zoning ordinance, secure public safety, and provide substantial justice.

Chair Mansour stated criteria five has been met.

Chair Mansour read review criteria six which states granting the variance will not adversely affect adjacent land or the essential character in the vicinity of the property.

Chair Mansour stated criteria six has been met.

Chair Mansour read review criteria seven which states the conditions pertaining to the land or structure are not as general or recurrent in nature as to make the formulation of a general regulation for such conditions practicable.

Chair Mansour stated criteria seven had been met.

Chair Mansour read review criteria eight which states granting the variance will be generally consistent with public interest and the purposes and intent of this Chapter.

Chair Mansour stated criteria eight has been met.

**Vice-Chair Field-Foster moved to approve ZBA CASE NO. 22-02-16-1 to grant the 40 ft. and the 20 ft. variances for the wetland cut. Seconded by Chair Mansour.**

ROLE CALL TO VOTE:

YEAS: Vice-Chair Field-Foster, Chair Mansour, Member Deschaine

NAYS: None

Motion carried: 3-0

**C. ZBA CASE NO. 22-02-16-2 (4887 & 4893 Dawn Avenue), Dawn Avenue Associates, LLC, 4893 Dawn Avenue, East Lansing, MI 48823**

DESCRIPTION:	4887 & 4893 Dawn Avenue
TAX PARCEL:	20-202-008 & 20-202-007
ZONING DISTRICT:	I (Industrial)

The variance requested is to create three parcels that do not meet the minimum lot area and lot width requirements at 4887 & 4893 Dawn Avenue.

Assistant Planner Chapman outlined the case for discussion.

Chief Engineer Ishraidi further outlined the case for discussion.

Chair Mansour asked if the project can be completed without this variance.

Chief Engineer Ishraidi replied it would be very hard for the project to proceed.

Chair Mansour read review criteria one from Section 86-221 of the Code of Ordinances which states unique circumstances exist that are peculiar to the land or structure that are not applicable to other land or structures in the same zoning district.

Chair Mansour stated criteria one had been met.

Chair Mansour read review criteria two which states these special circumstances are not self-created.

Chair Mansour stated criteria two had been met.

Chair Mansour read review criteria three which states strict interpretation and enforcement of the literal terms and provisions of this chapter would result in practical difficulties.

Vice-Chair Field-Foster noted with all the money tied into this, plus the vote of the people it would be a major practical difficulty to not complete this project.

Chair Mansour stated criteria three had been met.

Chair Mansour read review criteria four which states that the alleged practical difficulties which will result from a failure to grant the variance would unreasonably prevent the owner from using the property for a permitted purpose.

Chair Mansour stated criteria four had been met.

Chair Mansour read review criteria five which states granting the variance is the minimum action that will make possible the use of the land or structure in a manner which is not contrary to the public interest and which would carry out the spirit of this zoning ordinance, secure public safety, and provide substantial justice.

Chair Mansour stated criteria five had been met.

Chair Mansour read review criteria six which states granting the variance will not adversely affect adjacent land or the essential character in the vicinity of the property.

Chair Mansour stated criteria six has been met as this will only improve the area.

Chair Mansour read review criteria seven which states the conditions pertaining to the land or structure are not as general or recurrent in nature as to make the formulation of a general regulation for such conditions practicable.

Chair Mansour stated criteria seven had been met.

Chair Mansour read review criteria eight which states granting the variance will be generally consistent with public interest and the purposes and intent of this Chapter.

Chair Mansour stated criteria eight has been met.

Chair Mansour asked if either side of these parcels will need variances in the future.

Director Schmitt stated this action addresses the immediate concern that is raised by the split. He explained we are addressing the two issues raised specifically because of the trail parcel. This variance does not address any future proposals on the sites.

Chair Mansour asked if this is creating a non-conforming parcel.

Director Schmitt replied no.

Treasurer Deschaine stated this is taking an industrial area that isn't a very attractive area in the township and placing a trail there that is enhancing this parcel and surrounding parcels.

**Vice-Chair Field-Foster moved to approve the variances in ZBA CASE NO. 22-02-16-2 (4887 & 4893 Dawn Avenue). Seconded by Member Deschaine.**

ROLE CALL TO VOTE:

YEAS: Vice-Chair Field-Foster, Chair Mansour, Member Deschaine

NAYS: None

Motion carried: 3-0

**D. ZBA CASE NO. 22-02-16-3 (2090 Grand River Avenue), Johnson Sign Company, 2240 Lansing Avenue, Jackson, MI 49202**

DESCRIPTION:	2090 Grand River Avenue
TAX PARCEL:	21-226-003
ZONING DISTRICT:	C-2 (Commercial)

The variance requested is to install a wall sign that exceeds the maximum square footage requirement at 2090 Grand River.

Assistant Planner Chapman outlined the case for discussion.

Applicant Jerry Yurgo, 3074 Walton Blvd., Rochester Hills, MI further outlined the case for discussion.

Chair Mansour asked if the landlord of the property is willing to work with tenants on trimming back mature trees to increase visibility.

Mr. Yurgo stated the trees are part of the original site plan and can't be touched.

Chair Mansour asked staff if the trees can be trimmed.

Assistant Planner Chapman replied they could be trimmed back, but not removed.

Chair Mansour asked staff if there have been any issues brought to the township's attention regarding sight lines, accidents or traffic patterns she should be aware of.

Assistant Planner Chapman replied no.

Member Deschaine asked director Schmitt if the sign ratio of one square foot per linear foot of frontage is common in other areas he's worked.

Director Schmitt stated the formula is common, but the one square foot multiplier is on the low end. He further stated he plans to ask the Planning Commission if they would like to increase the multiplier in the future.

Chair Mansour read review criteria one from Section 86-221 of the Code of Ordinances which states unique circumstances exist that are peculiar to the land or structure that are not applicable to other land or structures in the same zoning district.

Chair Mansour stated criteria one had been met.

Chair Mansour read review criteria two which states these special circumstances are not self-created.

Chair Mansour stated criteria two had been met.

Chair Mansour read review criteria three which states strict interpretation and enforcement of the literal terms and provisions of this chapter would result in practical difficulties.

Chair Mansour stated criteria three had been met.

Chair Mansour read review criteria four which states that the alleged practical difficulties which will result from a failure to grant the variance would unreasonably prevent the owner from using the property for a permitted purpose.

Vice-Chair Field-Foster stated that a small sign that is hard to read could cause safety issues as drivers struggle to read the sign or look for a location.

Chair Mansour stated she could see the practical difficulty in having a sign that is too small for your business name.

Chair Mansour stated criteria four had been met.

Chair Mansour read review criteria five which states granting the variance is the minimum action that will make possible the use of the land or structure in a manner which is not contrary to the public interest and which would carry out the spirit of this zoning ordinance, secure public safety, and provide substantial justice.

Chair Mansour stated criteria four had been met.

Chair Mansour read review criteria six which states granting the variance will not adversely affect adjacent land or the essential character in the vicinity of the property.

Chair Mansour stated criteria six has been met.

Chair Mansour read review criteria seven which states the conditions pertaining to the land or structure are not as general or recurrent in nature as to make the formulation of a general regulation for such conditions practicable.

Chair Mansour stated criteria seven had been met.

Chair Mansour read review criteria eight which states granting the variance will be generally consistent with public interest and the purposes and intent of this Chapter.

Chair Mansour stated criteria eight has been met.

**Member Deschaine moved to approve ZBA CASE NO. 22-02-16-3 (2090 Grand River Avenue). Seconded by Member Deschaine.**

ROLE CALL TO VOTE:

YEAS: Vice-Chair Field-Foster, Chair Mansour, Member Deschaine

NAYS: None

Motion carried: 3-0

## **7. OTHER BUSINESS**

### A. Election of 2022 Officers

**Vice-Chair Field-Foster moved to reappoint Chair Mansour to the position of Chair of the Zoning Board of Appeals for year 2022. Seconded by member Deschaine.**

ROLE CALL TO VOTE:

YEAS: Vice-Chair Field-Foster, Chair Mansour, Member Deschaine

NAYS: None

Motion carried: 3-0

**Member Deschaine moved to reappoint Vice-Chair Field-Foster to the position of Vice-Chair of the Zoning Board of Appeals for year 2022. Seconded by Chair Mansour.**

ROLE CALL TO VOTE:

YEAS: Vice-Chair Field-Foster, Chair Mansour, Member Deschaine

NAYS: None

Motion carried: 3-0

### B. ZBA Criteria Ordinance Update

Director Schmitt outlined the ZBA Criteria Ordinance Update.

Chair Mansour asked how the Zoning Board of Appeals would report recurrent variance requests after criteria seven is removed.

Director Schmitt stated he would like recurrent cases to be reported to him and his staff so the situation can be analyzed, and an ordinance amendment prepared, if necessary.

## **8. PUBLIC REMARKS**

Chair Mansour opened the floor for public remarks at 8:10 pm

Jim Koenig stated he has been a planner for over 15 years and is currently a transportation planner, he currently is applying to be a member of the Zoning Board of Appeals.

Chair Mansour closed public remarks at 8:16 pm

## **9. MEMBER COMMENTS**

Chair Mansour

- Welcomed new Member Deschaine to the Zoning Board of Appeals
- Wished former Member Opsommer well in his new endeavors
- Gave her condolences to the Styka family on behalf of the Zoning Board of Appeals

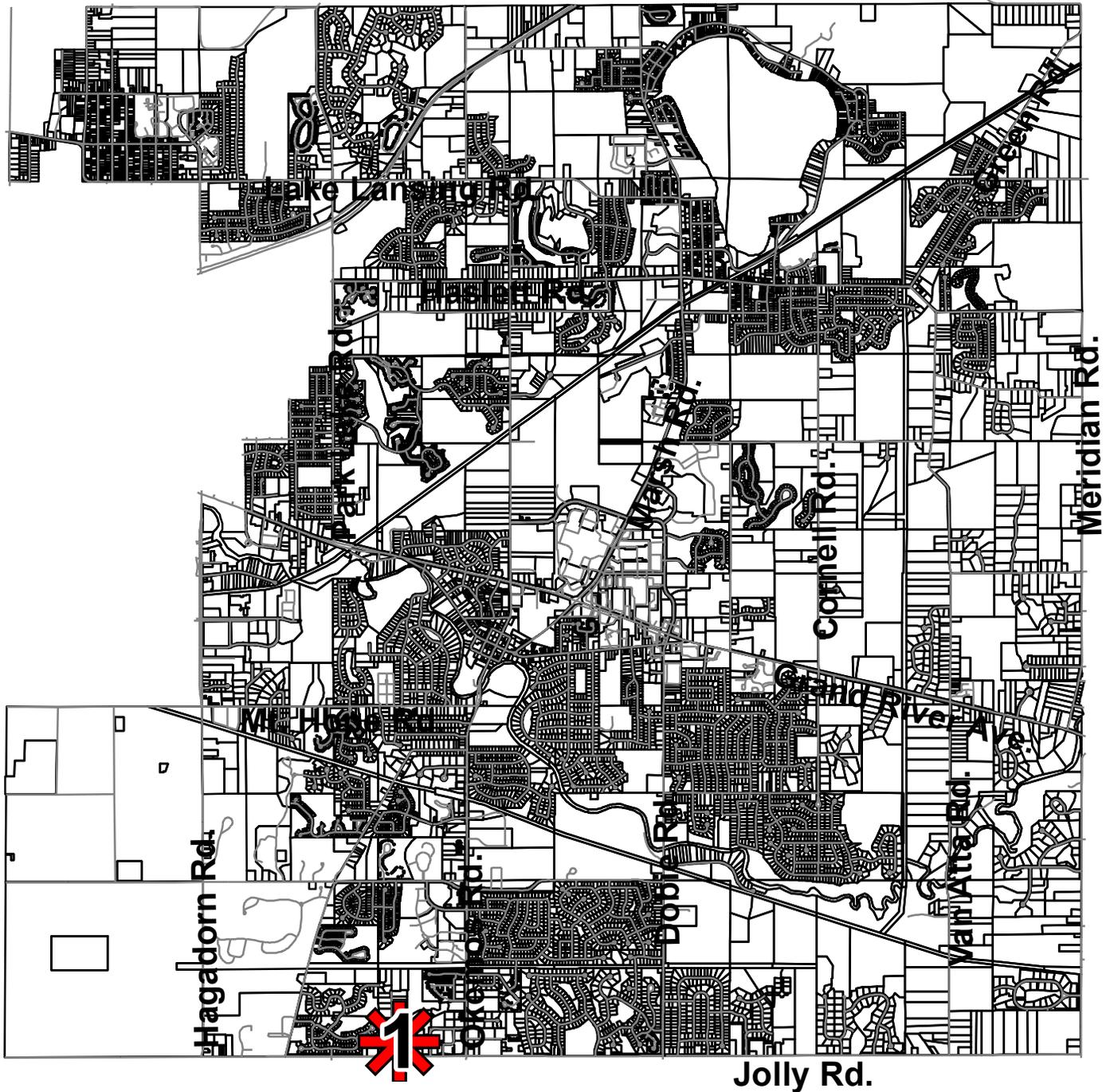
Member Deschaine

- Thanked Chair Mansour for her comments on the late Ron Styka and gave his condolences to the Styka family

## **10. ADJOURNMENT**

Chair Mansour Adjourned the meeting at 8:19 pm.

# Meridian Township



## Location Map

1. ZBA #22-03-16-1 (2446 Jolly Road)

## VARIANCE APPLICATION SUPPLEMENT

### **A variance will be granted, if the following Review Criteria are met:**

1. Unique circumstances exist that are peculiar to the land or structure that are not applicable to other land or structures in the same zoning district.
2. These special circumstances are not self-created.
3. Strict interpretation and enforcement of the literal terms and provisions of this chapter would result in practical difficulties.
4. That the alleged practical difficulties which will result from a failure to grant the variance would unreasonably prevent the owner from using the property for a permitted purpose.
5. Granting the variance is the minimum action that will make possible the use of the land or structure in a manner which is not contrary to the public interest and which would carry out the spirit of this zoning ordinance, secure public safety, and provide substantial justice.
6. Granting the variance will not adversely affect adjacent land or the essential character in the vicinity of the property.
7. The conditions pertaining to the land or structure are not so general or recurrent in nature as to make the formulation of a general regulation for such conditions practicable.
8. Granting the variance will be generally consistent with public interest and the purposes and intent of this Chapter.



**To:** Zoning Board of Appeals  
**From:** Keith Chapman, Assistant Planner  
**Date:** March 9, 2022  
**Re:** ZBA Case No. 22-03-16-1 (2446 Jolly Road) – E.W. Sparrow Hospital Association

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**ZBA CASE NO.:** 22-03-16-1 (2449 Jolly Road), E.W. Sparrow Hospital Association, 1215 E. Michigan Ave., Lansing, MI 48909  
**LOCATION:** 2446 Jolly Road  
**PARCEL ID:** 33-353-022  
**ZONING DISTRICT:** PO (Professional Office)

The applicant is requesting variances from the following sections of the Code of Ordinances:

- Section 86-686(2)(a), Wall signs. One wall sign shall be permitted, placed flat against the building.
- Section 86-686(2)(b), Wall signs. A wall sign shall not exceed 20 square feet in surface display area.

E.W. Sparrow Hospital Association, the applicant, is requesting variances to install eight wall signs at 2446 Jolly Road. The 5.40-acre subject property is zoned PO (Professional Office) and located at the northwest corner of Jolly Road and Kansas Street. A Site Plan (SPR #21-03) application has been approved to construct a 30,456 square medical office building with a standalone emergency room. The project is currently under construction.

The applicant is proposing to install eight wall signs, two on the west elevation, three on the east elevation and three on the south elevation. The west elevation shows a 70 square foot and 14 square foot emergency signs. The east elevation shows a 14 square foot emergency sign, 12 square foot ambulance sign, and a 22 square foot Sparrow sign. The south elevation shows a 14 square foot emergency sign, a 40 square foot Sparrow sign, and 62 square foot emergency sign. The ordinance only allows one wall sign not to exceed 20 square feet on the entire building.

A variance to install 7 additional wall signs at a total of 248 square feet in size is requested.

#### **Attachments**

1. Variance application dated February 15, 2022 and received by the Township on February 15, 2022.
2. Sign plan prepared by progressive ae dated February 14, 2022 and received by the Township on February 15, 2022.
3. Site plan prepared by progressive ae dated August 17, 2021 and received by the Township on February 15, 2022.
4. Zoning map.



CHARTER TOWNSHIP OF MERIDIAN  
PLANNING DIVISION  
5151 MARSH ROAD, OKEMOS, MI 48864  
(517) 853-4560

FEB 15 2022

VARIANCE APPLICATION

A. Applicant E.W. Sparrow Hospital Association (Thomas Bres) Address of Applicant  
1215 E. Michigan Avenue, Lansing, MI 48909

517.364.5007 Telephone (Work) \_\_\_\_\_ Telephone (Home) \_\_\_\_\_ Fax \_\_\_\_\_ Email  
address: thomas.bres@sparrow.org Interest in property (circle one): Owner  
Tenant Option Other

B. Site address/location 2446 Jolly Road; Okemos, MI 48864 Zoning district  
PO Parcel number 33-02-02-33-353-022

C. Nature of request (Please check all that apply):

- Request for variance(s)
- Request for interpretation of provision(s) of the "Zoning Ordinance" of the Code of Ordinances
- Review an order, requirements, decision, or a determination of a Township official charged with interpreting or enforcing the provisions of the "Zoning Ordinance" of the Code of Ordinances

Zoning Ordinance section(s) Article 7, Signs and Advertising Structures, 86-686 Professional and Office Districts

D. Required Supporting Material Supporting Material if Applicable  
-Property survey -Architectural sketches  
-Legal description -Other  
-Proof of property ownership or approval letter from owner  
-Site plan to scale  
-Written statement, which demonstrates how all the review criteria will be met (See next page)

  
\_\_\_\_\_  
Signature of Applicant

Thomas Bres  
\_\_\_\_\_  
Print Name

Feb 15, 2022  
\_\_\_\_\_  
Date

Fee: \$300.00

Received by/Date:  2/15/22

*I (we) hereby grant permission for members of the Charter Township of Meridian Zoning Board of Appeals, Township staff members 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 purposes of gathering information including but not limited to the taking and the use of photographs. (Note to Applicant(s): This is optional and will not affect any decision on your application.)*

~~\_\_\_\_\_  
Signature of Applicant(s) \_\_\_\_\_ Date~~

~~\_\_\_\_\_  
Signature of Applicant(s) \_\_\_\_\_ Date~~



February 15, 2022

To: Meridian Township Zoning Board of Appeals

From: Staci Bakkegard, Executive Director, Facilities  
Karrie T. Blundell, Sr. Project Manager, Facilities Development

RE: Sparrow Emergency Center Okemos, FD 20043  
Meridian Township Signage Variance Package Narrative

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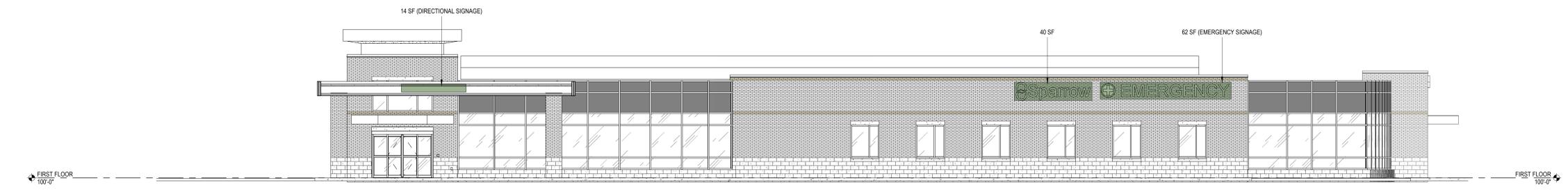
Sparrow is seeking a signage variance approval from Meridian Township because the desired exterior signage exceeds what the Township signage ordinance allows. Specifically, the ordinance allows for only one wall sign on the building at 20 SF for Marketing purposes. Our proposed signage exceeds this by one additional sign and 42 SF more than the 20 SF ordinance allows.

A free-standing road sign is allowed at 25 SF per side. The proposed monument sign exceeds that limit, however at just over 6 feet tall it remains far below the maximum 16-foot height allowed by the ordinance. Please refer to the conceptual example of what the monument sign may look like. For the monument sign, Sparrow would like to secure approval on the location on the site, most importantly, so that we can install electrical infrastructure across the site to the sign prior to paving. The final monument sign design could be evaluated later.

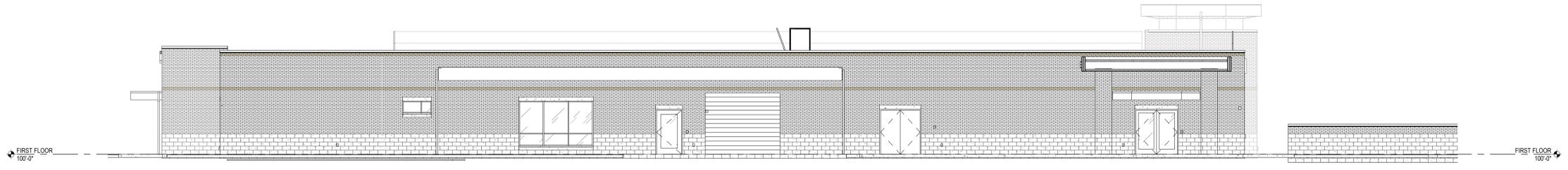
The special use of this building as an Emergency Department prompts the need to have more easily visible and prominent signage installed to ensure public safety in wayfinding, especially when factoring viewing distances and travel speed from passing vehicles. Signage for the Emergency Department is not for marketing purposes, which is the objective criteria the signage ordinance is intending to restrict within the identified limits. The ordinance allows for 3 SF more on the road sign for a building address in addition to the free-standing sign.

FGI 2018 Code Guidelines (Sections 2.2-3.1.3.1 and 1.2-6.3) also supports that signage should be appropriate for clear and easily readable signage for Emergency Departments from a public safety standpoint given its special use. It goes further to identify requirements like having illuminated signage so that it is visible at night, signage being “within an individual’s 60-degree ‘cone of vision’, whether the person is walking or driving”, signage being located where it is easy to see, and clearly distinguishing emergency departments from other destinations. We have just over 250-feet of distance between the farthest, Eastbound lane on Jolly to the signage on the building’s South and West elevations and therefore (especially factoring approximately a 4-second viewing time for vehicles traveling 45 miles per hour) the 2-foot letter height is an appropriate height in the requested signage.

Canopy “Emergency”, “Ambulance”, and the West elevation “Emergency >” signage has been identified as directional signage.



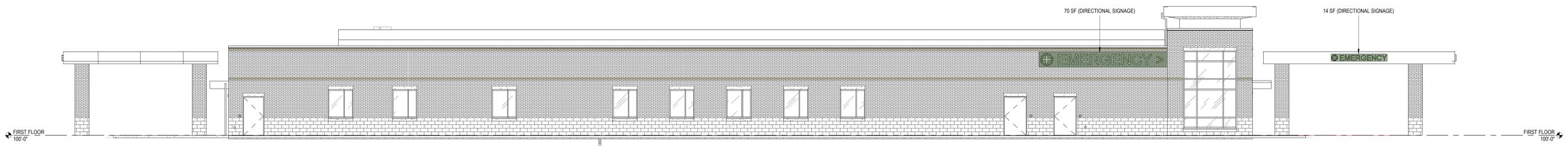
**3 SOUTH ELEVATION SIGNAGE**  
1/8" = 1'-0"



**2 NORTH ELEVATION SIGNAGE**  
1/8" = 1'-0"



**1 EAST ELEVATION SIGNAGE**  
1/8" = 1'-0"



**4 WEST ELEVATION SIGNAGE**  
1/8" = 1'-0"

**SIGNAGE CALCULATIONS**

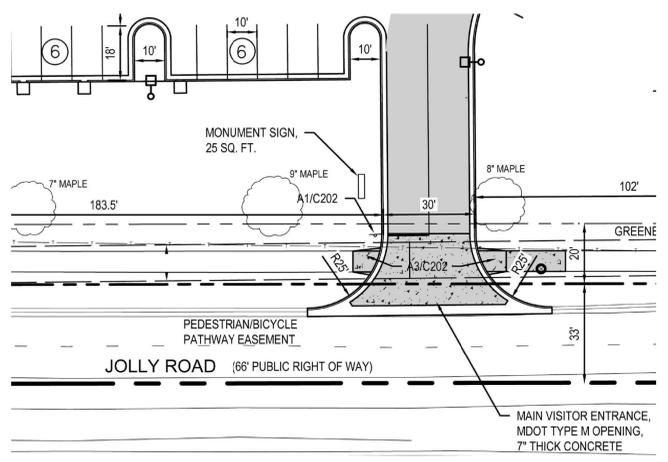
<b>SPARROW SIGNAGE - 1@ 22 SF + 1@40 SF =</b>	<b>62 SF</b>
<b>(SEEKING VARIANCE FOR 42 SF ADDITIONAL)</b>	
<b>EMERGENCY SIGNAGE - 1@ 62 SF (SOUTH FACE) =</b>	<b>62 SF</b>
<b>DIRECTIONAL SIGNAGE CALCULATIONS</b>	
<b>CANOPY EMERGENCY SIGNAGE - 3@ 14 SF =</b>	<b>42 SF</b>
<b>EMERGENCY SIGNAGE DIRECTIONAL (WEST FACE) - 1@ 70 SF =</b>	<b>70 SF</b>
<b>AMBULANCE SIGNAGE - 1@ 12 SF =</b>	<b>12 SF</b>
<b>TOTAL DIRECTIONAL SIGNAGE</b>	<b>124 SF</b>

**ANALYSIS**

- CANOPY EMERGENCY AND AMBULANCE TO BE COUNTED AS DIRECTIONAL SIGNAGE FOR SAFETY TO THE PUBLIC.
- ONLY (1) WALL SIGN IS ALLOWED ON THE BUILDING AT 20 SF FOR MARKETING. PROPOSED SIGNAGE EXCEEDS THAT BY ONE ADDITIONAL SIGN AND A TOTAL OF 62 SF (42 SF OVER MINIMUM).
- A FREESTANDING (ROAD) SIGN IS ALLOWED AT 25 SF PER SIDE - SPARROW PROPOSES MONUMENT SIGN TO MEET THAT LIMIT.
- MONUMENT SIGN IS NOT PLANNED TO EXCEED THE 16 FOOT HEIGHT.
- 3 SF MORE ON THE ROAD SIGN FOR A BUILDING ADDRESS IS ALLOWED IN ADDITION TO THE FREESTANDING SIGN.

ALL SIGNAGE IS AN APPROXIMATE AREA FOR EVALUATION WITH THE TOWNSHIP AS THE CONSTRUCTION, STYLE AND TYPE OF SIGNAGE IS NOT KNOWN.

- § 86-686 Professional and office districts.  
[Code 1974, § 84-4, Ord. No. 2010-08, 7-18-2010; Ord. No. 2011-15, 12-6-2011]
- Signs in the professional and office districts shall be permitted subject to the following limitations. Any sign not expressly permitted is prohibited.
- Signs shall pertain exclusively to the business within the building.
  - Wall signs:
    - One wall sign shall be permitted, placed flat against the building.
    - A wall sign shall not exceed 20 square feet in surface display area.
  - Freestanding signs:
    - One freestanding sign shall be permitted and shall be located in the front yard with the leading edge at least 10 feet back of the street right-of-way line.
    - The surface display area of the freestanding sign conveying the business carried on the premises shall not exceed 25 square feet per side. An additional three square feet of surface display area of the freestanding sign shall be set aside to accommodate the street number of the structure. The street number shall be placed on the sign in accordance with Chapter 14, Article V of this Code of Ordinances.
    - The freestanding sign shall not exceed 16 feet in height.
    - The freestanding sign shall not be located within 20 feet of the intersection of the access drive and the street right-of-way line.
    - Signs identifying a parcel's entrance or exit or other internal circulation or directional information shall be permitted, provided the surface display area does not exceed six square feet in size, is no higher than three feet, and does not display any identifiable logo or business name. The number and location of directional signs shall be subject to the approval of the Director of Community Planning and Development.

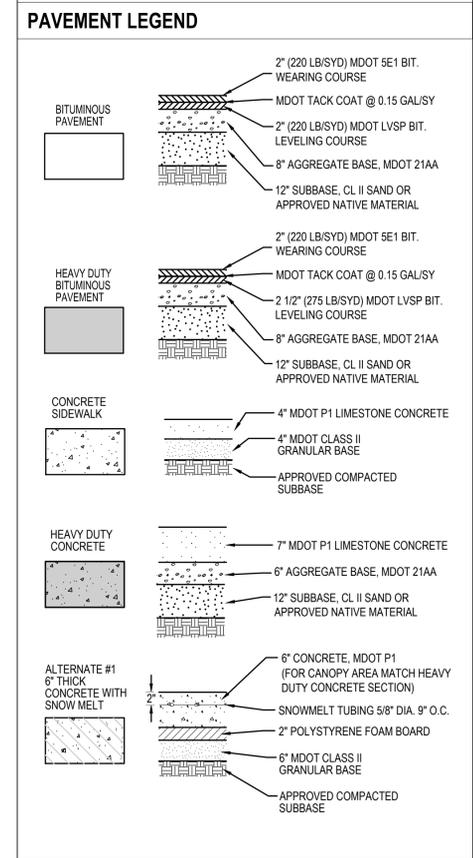
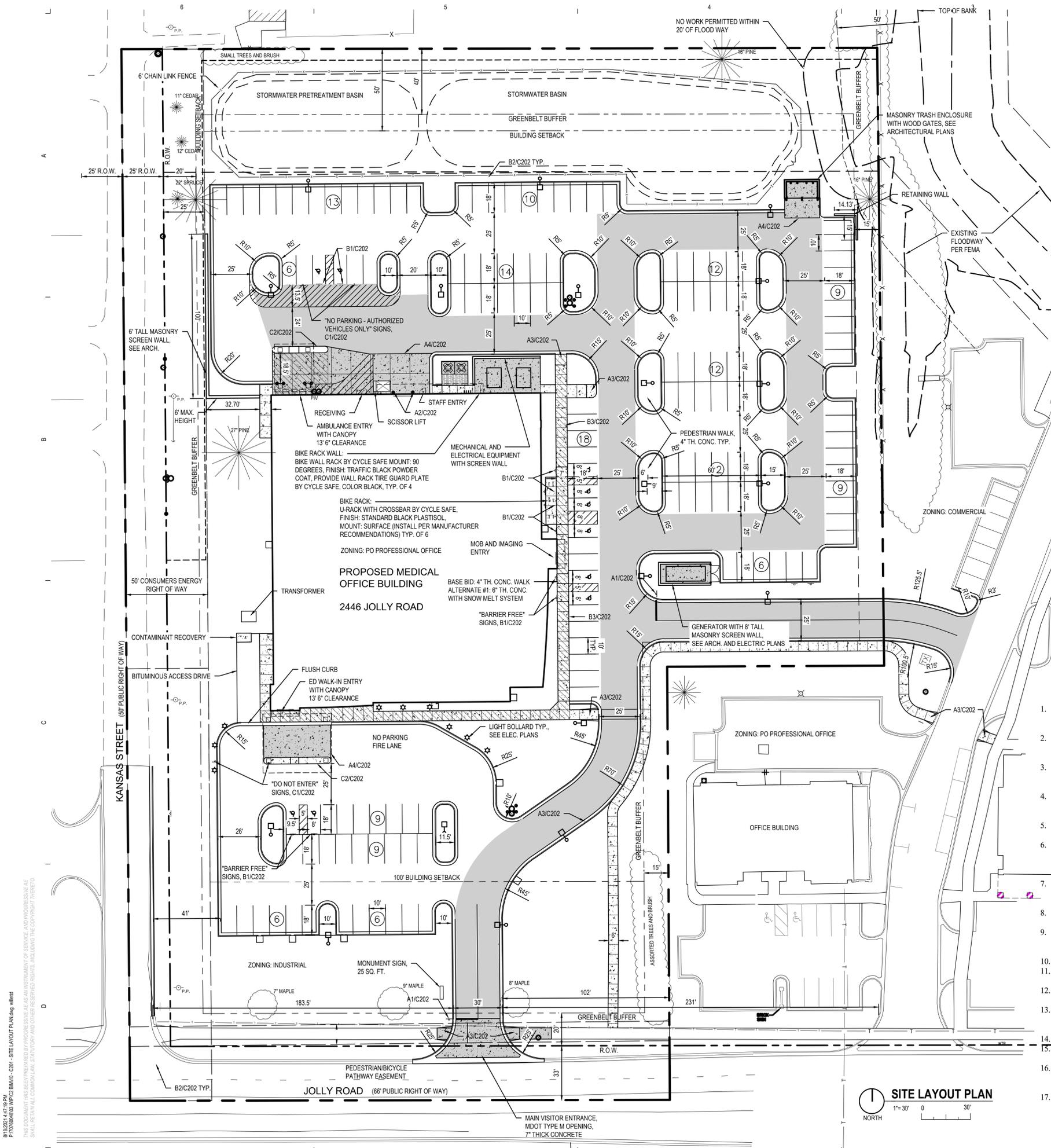


ENLARGED SITE PLAN



MONUMENT SIGN EXAMPLE  
(25 SF MAX. PER SIGN - EXCLUSIVE OF BUILDING ADDRESS)

**SIGNAGE INFORMATION**



### ZONING NOTES

ZONE DISTRICT: PROFESSIONAL OFFICE  
ADJACENT ZONING: PROFESSIONAL OFFICE AND RESIDENTIAL  
PARCEL ZONING: 5.99 ACRES GROSS, 5.40 ACRES NET (EXCLUDING RIGHTS OF WAY)

REQUIRED BUILDING SETBACKS:  
FRONT: 100 FEET FROM ROAD CENTERLINE  
EAST SIDE: 15 FEET  
WEST SIDE: 25 FEET  
REAR: 50 FEET  
REQUIRED GREENSPACE BUFFER:  
FRONT: 40 FEET  
EAST SIDE: 15 FEET  
WEST SIDE: 20 FEET FROM R.O.W.  
SOUTH SIDE: 20 FEET FROM R.O.W.

PARKING REQUIRED:  
MEDICAL OFFICE: 5 SPACES PER 1,000 SQ. FT. GROSS FLOOR AREA  
TOTAL REQUIRED: 152

PARKING PROVIDED:  
STANDARD (10'X18'): 141  
BARRIER FREE: 10  
TOTAL SPACES: 151

BIKE PARKING REQUIRED: 16  
1 SPACE PER 10 PARKING SPACES

BIKE PARKING PROVIDED: 16

IMPERVIOUS AREA (BUILDING + PAVEMENT) 152,791 SQ. FT.  
GREENSPACE 108,314 SQ. FT.  
GREENSPACE REQUIRED 25%  
GREENSPACE PROVIDED 41.5%

PRE-DEVELOPMENT IMPERVIOUS AREA (BUILDING + PAVEMENT) 52,390 SQ. FT.  
PRE-DEVELOPMENT GREENSPACE 208,715 SQ. FT.

THE PROPERTY WAS REZONED SUBJECT TO THE FOLLOWING CONDITIONS VOLUNTARILY OFFERED BY THE APPLICANT:

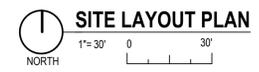
- THE USE OF THE NORTH 75 FEET ALONG THE DEPTH OF PARCEL NUMBER: 33-02-02-33-353-004 (COMMONLY KNOWN AS 3558 KANSAS STREET) WOULD BE LIMITED TO SCREENING, LANDSCAPE BUFFER AND STORM WATER DETENTION WITH ASSOCIATED UNDERGROUND UTILITIES.
- THE NORTH PROPERTY LINE OF PARCEL NUMBER: 33-02-02-33-353-004 (COMMONLY KNOWN AS 3558 KANSAS STREET) WOULD BE LANDSCAPED TO MATCH OR EXCEED THE BUFFER REQUIREMENT BETWEEN PROFESSIONAL OFFICE ZONING AND RESIDENTIAL ZONING AS OUTLINED IN THE CURRENT MERIDIAN CHARTER TOWNSHIP ZONING ORDINANCE SECTION 86-404 (b)(3). THIS WOULD REQUIRE A DOUBLE ROW OF INTERLOCKING TREES, PRIMARILY EVERGREENS, OR THE EQUIVALENT IN ADDITION TO GENERAL SCREENING STANDARDS.
- THE WEST PROPERTY LINE OF PARCEL NUMBERS: 33-02-02-33-353-004 AND 33-02-02-33-353-005 (COMMONLY KNOWN AS 3532 AND 3558 KANSAS STREET) TO THE EXTENT THAT THE PROPERTIES ACROSS KANSAS STREET ARE ZONED RESIDENTIAL (RA) (TO THE SOUTHERN EDGE OF PARCEL NUMBER: 33-02-02-33-352-004) WOULD BE LANDSCAPED TO EXCEED THE LANDSCAPE SCREENING MATERIAL BUFFER REQUIREMENTS AS OUTLINED IN THE CURRENT MERIDIAN CHARTER TOWNSHIP ZONING ORDINANCE SECTION 86-404 (b)(3). THIS WOULD REQUIRE A DOUBLE ROW OF INTERLOCKING TREES, PRIMARILY EVERGREENS, OR THE EQUIVALENT IN ADDITION TO GENERAL SCREENING STANDARDS.
- DRIVEWAYS WOULD BE LIMITED TO A PRIMARY DRIVE ACCESS ON JOLLY ROAD, A SECONDARY DRIVE TO WOODLAKE DRIVE ON THE EAST, AND A DRIVE ON KANSAS STREET ALIGNING WITH THE CURRENT CURB CUT ON KANSAS STREET FOR 2476 JOLLY ROAD. THIS CONDITION WOULD BE SUBJECT TO INGHAM COUNTY ROAD COMMISSION APPROVAL OF THE DRIVEWAYS AND LOCATION OF THE DRIVEWAYS.
- THE OWNER WILL PURSUE LEED CERTIFICATION FOR THE PROPOSED PROJECT.
- AS A CONDITION OF THE REZONING, THE DEVELOPER WILL PROVIDE FOR THE EXTENSION AND CONSTRUCTION OF A PUBLIC WATER MAIN ALONG KANSAS STREET, SUBJECT TO THE MERIDIAN TOWNSHIP DEPARTMENT OF PUBLIC WORKS SPECIFICATIONS AND DESIGN. IN ADDITION, THE DEVELOPER WILL ESTABLISH AN ESCROW ACCOUNT TO COVER THE CONNECTION COSTS OF UP TO 14 RESIDENTIAL HOUSES ON KANSAS STREET TO BE SERVICED BY SUCH WATER MAIN EXTENSION IN AN AMOUNT NOT TO EXCEED \$10,000 PER RESIDENTIAL HOUSE TO BE USED ON OR BEFORE MAY 31, 2026. ANY SUCH FUNDS HELD IN ESCROW AFTER SUCH DATE SHALL BE RETURNED TO THE DEVELOPER. "RESIDENTIAL HOUSES" SHALL MEAN THE CURRENT OWNER(S) AND PARCEL NUMBERS IDENTIFIED IN THE ATTACHED EXHIBIT A.

NOTE: A WETLAND DETERMINATION EVALUATION WAS PERFORMED BY BARR ENGINEERING ON JUNE 18, 2021. NO EVIDENCE OF WETLANDS WERE FOUND ON THIS SITE.

### GENERAL SITE LAYOUT NOTES

- ALL WORKMANSHIP AND MATERIALS SHALL BE ACCORDING TO THE CURRENT MICHIGAN DEPARTMENT OF TRANSPORTATION (M.D.O.T.) STANDARD SPECIFICATIONS FOR CONSTRUCTION.
- CONTRACT "MISS DIG" TOLL FREE AT 1-800-482-7171 THREE (3) DAYS PRIOR TO THE START OF CONSTRUCTION, EXCLUDING SATURDAYS, SUNDAYS, AND HOLIDAYS.
- NO DIMENSION MAY BE SCALED. REFER UNCLEAR ITEMS TO THE ENGINEER FOR INTERPRETATION.
- DIMENSIONS SHOWN ARE TO FACE OF CURB UNLESS OTHERWISE NOTED AS B-B (BACK TO BACK) OR E-E (EDGE OF METAL TO EDGE OF METAL).
- CONTRACTOR TO PAINT STRIPE ALL PARKING SPACES SHOWN. PAINT COLOR TO BE WHITE, BARRIER-FREE SPACES TO BE BLUE.
- UPON REQUEST, ELECTRONIC INFORMATION WILL BE PROVIDED FOR SITE LAYOUT PURPOSES. CONTRACTOR SHALL REQUEST ALL INFORMATION IN WRITING THROUGH PROGRESSIVE AE. LAYOUT OF ALL NEW CONSTRUCTION SHALL BE DONE BY A LICENSED SURVEYOR.
- ALL CONCRETE JOINTS SHALL BE TOOLED PER SPECIFICATIONS.
- CONTRACTOR MUST RESTORE AND REPAIR ANY EXISTING CONDITIONS DISTURBED BY CONSTRUCTION, INCLUDING BURIED UTILITIES, LIGHTING, LANDSCAPING, SPRINKLING, ETC. TO CONDITION EQUAL TO OR BETTER THAN BEFORE CONSTRUCTION BEGAN.
- ALL PAVEMENT, CURB & GUTTER, SIDEWALK AND UTILITIES WITHIN PUBLIC RIGHT OF WAY SHALL MEET INGHAM COUNTY ROAD COMMISSION STANDARDS.
- DECORATIVE BOLLARD: METRO 40 COLLECTION BY BMW DESIGNWORKS. INSTALL PER MANUFACTURER'S RECOMMENDATIONS.

- ### STANDARD CONSTRUCTION NOTES
- The Contractor shall notify the Charter Township of Meridian, Department of Public Works, Office of Engineering, ph# 517-853-4440, a minimum of 72 hours prior to the start of construction of public utilities or of construction within the public right-of-way.
  - All construction shall conform to the current standards and specifications of the Charter Township of Meridian which are included as part of these plans in effect at the time of construction.
  - After the completion of construction of public utilities or construction within public right-of-way, the contractor must request a final inspection. Any punchlist items resulting from the final inspection must be resolved prior to final release and acceptance.
  - The existing utilities indicated on the plans are in accordance with available information. It shall be the contractor's obligation to verify the exact location of all existing utilities, which might affect this job.
  - The contractor shall notify "MISS DIG" 1-800-482-7171 at least 72 hours prior to the start of construction.
  - The contractor shall at all times be aware of inconvenience caused to the abutting property owners and the general public. Where the contractor does not remedy undue inconveniences, the Meridian Charter Township, upon four hours notice, reserves the right to perform the work and deduct the cost therefore from the money due the contractor.
  - A Registered Land Surveyor provided by the contractor at the contractor's expense shall replace all property irons and monuments disturbed or destroyed by the contractor's operations.
  - Contractor shall provide Owner and Township Engineer a copy of written permission to use private property for storage of equipment and materials or for his construction operations.
  - Trench backfill under existing or proposed roadways, driveways, and parking areas, shall be sand or gravel, placed in 12" layers (maximum) and consolidated to 95% of maximum density as measured by modified proctor unless otherwise noted.
  - Trees and shrubs are to be protected during construction and bored where necessary.
  - Existing fences shall be removed and restored to their original condition or better where in conflict with construction.
  - Driveways, culverts, ditches, drain tile, tile fields, drainage structures, etc., that are disturbed by the contractor's operations shall be immediately restored.
  - All established lawn areas disturbed by the contractor's operations shall be resodded with matching sod. All other areas shall be seeded and mulched. Seeding and mulching shall be done in accordance with the General Specifications.
  - All ditch slopes shall have established vegetation and be protected from erosion.
  - All utility poles in close proximity to construction shall be supported in a manner satisfactory to the utility owner.
  - Prior to acceptance of the public utility, one complete set of acceptable sealed as-built mylars, minimum 3 mills thick, and one diskette (AutoCAD format) of the site plans shall be submitted to the Office of Engineering.
  - Onsite parking and sanitary facilities shall be provided for construction workers. The facilities shall be constructed and operated (with minimal impact to the surrounding area) to the satisfaction of the Township.



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SPARROW HEALTH SYSTEM

OKEMOS MEDICAL

OFFICE BUILDING

BID PACKAGE 1: CIVIL & STRUCTURAL  
 OKEMOS, MICHIGAN

18114 Mile Rd NE, Grand Rapids, MI 49525 (616) 381-2884 www.progressiveae.com

SITE LAYOUT PLAN

C201

