

**CHARTER TOWNSHIP OF MERIDIAN  
PLANNING COMMISSION  
AGENDA**

**WORK SESSION  
and  
REGULAR MEETING**

**OCTOBER 10, 2016**

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

**Work Session Meeting**

1. Call meeting to order at approximately 6:00 p.m.
2. Approval of agenda
3. Discussion
  - A. Master Plan Update
4. Public Remarks
5. Adjournment

**NOTE: The work session may be recessed and reconvened after the regular meeting**

**Regular Meeting**

1. Call meeting to order at approximately 7:00 p.m.
2. Approval of agenda
3. Approval of minutes
  - A. September 26, 2016 Regular Meeting
  - B. September 26, 2016 Work Session
  - C. June 13, 2016 Work Session
  - D. June 27, 2016 Work Session
4. Public remarks
5. Communications
6. Public Hearings

## Planning Commission Agenda

October 10, 2016

Page 2

- A. Rezoning #16040 (Sumbal), request to rezone approximately nine acres located at 2267 Saginaw Highway, 6217 Newton Road, and 6219 Newton Road from PO (Professional and Office), RD (Multiple Family), and RA (Single Family, Medium Density) to C-2 (Commercial).
7. Unfinished Business
8. Other Business
9. Township Board, Planning Commission officer, committee chair, and staff comment or reports
  - A. New Applications
    - i. Commission Review #16063 (Township Board), a Section 61 review of character, location, and extent for a 13.25 acre Land Preservation purchase of property located east of Hagadorn Road and south of Mount Hope Road
    - ii. Commission Review #16053 (Township Board), a Section 61 review of character, location, and extent for a 2.251 acre Land Preservation purchase of property located east of Carlton Road and north of Lake Drive
  - B. Update of Ongoing Projects
    - i. Site Plans Received

Site Plan Review # 16-10 (Hotel Development Services, LLC) to construct a 64,000 square foot hotel with 97 rooms on the southwest corner of Jolly Oak Road and Meridian Crossing Drive
    - ii. Site Plans Approved - NONE
10. Public Remarks
11. Adjournment

### **Post Script:** Brett DeGroff

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**

**OCTOBER 24, 2016**

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

**Work Session Meeting**

1. Master Plan Update

**Regular Meeting**

1. Public Hearings
  - A. Commission Review #16063 (Township Board), a Section 61 review of character, location, and extent for a 13.25 acre Land Preservation purchase of property located east of Hagadorn Road and south of Mount Hope Road
  - B. Commission Review #16053 (Township Board), a Section 61 review of character, location, and extent for a 2.51 acre Land Preservation purchase of property located west of Carlton Road and north of Lake Drive
2. Unfinished Business
  - A. Rezoning #16040 (Sumbal), request to rezone approximately nine acres located at 2267 Saginaw Highway, 6217 Newton Road, and 6219 Newton Road from PO (Professional and Office), RD (Multiple Family), and RA (Single Family, Medium Density) to C-2 (Commercial).
3. Other Business

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

**DRAFT**

**September 26, 2016  
5151 Marsh Road, Okemos, MI 48864-1198  
853-4000, Town Hall Room, 7:00 P.M.**

PRESENT: Commissioners Honicky, Jackson, Lane, Scott-Craig, Tenaglia, Van Coevering  
ABSENT: Commissioners DeGross, Ianni, Opsommer  
STAFF: Director of Community Planning and Development Kieselbach

**1. Call meeting to order**

Chair Scott-Craig called the regular meeting to order at 7:06 P.M.

**2. Approval of agenda**

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

VOICE VOTE: Motion carried 6-0.

**3. Approval of Minutes**

**Commissioner Lane moved to approve the July 25, 2016 Special Meeting Minutes, the September 12, 2016 Work Session Meeting Minutes and the September 12, 2016 Regular Meeting Minutes. Seconded by Commissioner Jackson.**

VOICE VOTE: Motion carried 6-0.

**4. Public Remarks**

Chair Scott-Craig opened the floor for public remarks.

Jack Zhang, 4975 Powell Road, Okemos, voiced opposition to Special Use Permit #16091 as he was concerned with safety, privacy and the decrease in property values for his parcel adjacent to the subject site.

Aaron Hanson, Ellison Brewery & Spirits, 4903 Dawn Street, Okemos, availed himself for Planning Commission questions regarding the Industrial Zoning District (Section 86-345) amendment proposal.

Chair Scott-Craig closed public remarks.

**5. Communications**

A. Jack Zhang, 4975 Powell Road, Okemos; RE: Concerns regarding Special Use Permit #16091

**6. Public hearings**

A. Special Use Permit 16091 (Stockwell Development Co., LLC), request to construct an approximately 12,000 square foot shopping center with two (2) drive-through windows at 1560 Grand River Avenue.

Chair Scott-Craig opened the public hearing at 7:11 P.M.

- Introduction by the Chair (announcement of procedures, time limits and protocols for public participation and applicants)
- Summary of subject matter  
Director Kieselbach summarized the special use permit (SUP) request as outlined in staff memorandum dated September 22, 2016.

- Applicant  
Ken Stockwell, Stockwell Development Co., LLC, 4277 Okemos Road, Okemos, stated two (2) drive-through windows are being requested for the shopping center as the focus of retail today is on service and convenience. He noted the plan is to attract an upscale restaurant within the development.

Jeff Kyes, KEBS, Inc., 2116 Haslett Road, Haslett, indicated the applicant is working toward the bypass lane for the second drive-through window in order to comply with Township regulations. He noted the 12 parking spaces will likely be eliminated to allow for the bypass lane. Mr. Kyes mentioned they will also extend the service drive along the frontage of the property as deemed necessary by Director Kieselbach. He stated the applicant will commence the process to obtain the necessary wetland use permit. Mr. Kyes explained the 1.25 acre wetland on the property to the east will receive the discharge which overflows into the catch basin on Powell Road and travels to the county drain. He explained the applicant has requested more parking than required in order to avoid parking problems associated with successful restaurants.

- Public  
Jack Zhang, 4975 Powell Road, Okemos, continued to express concern with safety, privacy for his family and home value as they plan to construct a house on the property he owns adjacent to the subject parcel. He suggested construction of a fence between the two properties as a solution to his concerns.

Planning Commission discussion:

Commissioner Tenaglia requested Mr. Zhang show Commissioners on the overhead projector where he plans to build the house on his property. She inquired where Mr. Zhang proposed the fence to be located.

Mr. Zhang responded it would be at the back of his property between his parcel and the subject parcel.

Commissioner Van Coevering asked staff if the only issue before the Planning Commission is the drive-through windows.

Director Kieselbach responded in the affirmative, as the parking and service road will be reviewed by staff during site plan review if the special use permit (SUP) is approved.

Commissioner Van Coevering asked if the concerns expressed by the public could be taken into consideration for the purpose of this public hearing.

Director Kieselbach replied only if there was concern about noise emanating from the drive-through speakers or headlights shining into the neighbor's home.

Commissioner Honicky stated the property has significant elevation with a drop off between the subject parcel and Mr. Zhang's property. He asked how the applicant intends to carry the service drive from the Sparrow Medical facility through to Powell Road, given the topography of the land.

Mr. Kyes responded the site has severe grade and there is a 22 foot drop to Mr. Zhang's property. He added there is intent to move a significant amount of dirt, flattening it to create a viable commercial site. Mr. Kyes noted the wetlands have been delineated and flagged and will be protected where applicable.

Commissioner Honicky stated by flattening the land and using the dirt from the hill to fill in the "pit", the applicant will be able to construct a frontage road through to Powell Road with the commensurate curb cut to the east.

Mr. Kyes clarified that when the rest of the site is developed, the applicant will focus on circulation, indicating a desire for cross parking agreements for optimum traffic flow.

Commissioner Honicky inquired if the applicant had spoken with Sparrow Medical as he believed Sparrow's driveway would be the "normal" exit for the drive-through window.

Mr. Kyes clarified the traffic flow on the subject site is not all a one-way system and there is not a designated exit for the drive-through windows.

Commissioner Honicky asked if the house on the corner of Powell Road and Grand River Avenue would be razed and included in a different portion of the development.

Mr. Kyes replied the house will be removed as development moves forward in the future. He stated that eventually all the parcels would be tied together through use of the service drive in order to keep cars from having to travel onto Grand River if they want to visit another business in the development or to prevent stacking from occurring at the exits.

Commissioner Honicky inquired if the frontage road would be two-way.

Mr. Kyes responded in the affirmative. He noted the drive-through windows would have one-way traffic for optimal traffic flow on the property.

Commissioner Tenaglia inquired if the applicant would be amenable to move the building closer to Grand River Avenue, given the concerns expressed by the neighbor. She noted the drive through would then be farther away from Mr. Zhang's property.

Mr. Kyes responded Township ordinance requires a 100 foot setback for commercial property which abuts residential. He noted the building is currently shown 160 feet from the property line and the Township's landscape requirements mandates shrubbery three (3) feet in height around parking. He did not perceive placement of a fence on the property line as beneficial, given the subject site is 22 feet above Mr. Zhang's property. Mr. Kyes reminded Planning Commissioners the ordinance allows for a 60 foot rear setback if the applicant plants a double row of conifers.

Chair Scott-Craig inquired about the number of required parking spaces.

Director Kieselbach responded multi-tenant commercial is a minimum of 61 parking spaces with a maximum of 67 spaces. He noted the applicant is proposing 107 spaces and may need a variance for the number of spaces as it is more than allowed by ordinance.

Mr. Kyes added it is difficult to gauge the appropriate number of parking spaces without knowing the users and their respective parking needs.

Chair Scott-Craig inquired if the Township's traffic consultant reviewed the traffic study for this project.

Director Kieselbach replied the Township's traffic consultant is retiring and did not offer comment. He indicated the Township will need to find a different traffic consultant.

Chair Scott-Craig pointed out the letter from the Ingham County Drain Commissioner (ICDC) regarding the detention pond.

Mr. Kyes had not seen the letter prior to it being in the packet. He stated he did not agree with the decision in the letter stating an easement will need to be obtained, as he believed the catch basin on Powell Road makes the easement unnecessary. Mr. Kyes indicated he will have a conversation with the ICDC on this issue.

Chair Scott-Craig stated the wetland use permit generally goes to the Environmental Commission prior to it coming to the Planning Commission and inquired of staff if the process has changed.

Director Kieselbach explained Stockwell Development must make application which is then sent to the Township's environmental consultant for recommendation and forwarded on to the Environmental Commission for review. After the Environmental Commission's review, that body will make a recommendation to the Planning Commission since the Planning Commission is the determining body on this land use and subsequent wetland land use permit.

Chair Scott-Craig inquired about the right turn taper for westbound Grand River Avenue mentioned in the traffic study, as the speed limit on Grand River Avenue is 50 miles per hour.

Mr. Kyes did not have an issue with installation of the taper if the traffic study determines a necessity for it.

Director Kieselbach added the Township submitted the proposed project to the Michigan Department of Transportation (MDOT) for comment and are awaiting a response.

Chair Scott-Craig asked why two (2) drive-through windows are being requested, as they are auto centric in nature and do not promote the Township's goal of walkability.

Mr. Stockwell noted volume of business is approximately 30% higher with a drive-through window, adding it is a noticeable trend in retail. He believed drive-through windows are warranted as it is considered a service (e.g., Baryames Dry Cleaners, pharmacies).

Amanda Hopper, 5485 Martinique Circle, East Lansing, representative with Stockwell Development, explained drive-through windows are considered a service which caters to millennials.

Commissioner Jackson inquired if the drive-through windows will function as stand-alone drive-through establishments only or establishments with both a drive-through and sit down.

Mr. Stockwell offered a dry cleaner or a pharmacy as examples. Ms. Hopper noted a drive-through window could be installed after a tenant is secured, but she believed now is the time to install drive-through windows in order to market the space with that feature.

Commissioner Honicky sees drive-through windows as part of our multi-tasking lifestyle that is anti-walkability and anti-bicycle and pedestrian friendly. He believed having a “central” district similar to Carriage Hills, Haslett Village Square and downtown Okemos will be the only way for walkability and bikeability to be a “regular” feature.

Commissioner Jackson acknowledged the way the applicant is channeling traffic attempts to minimize the conflicts between patrons who park in front and drive-through traffic. She pointed to the dedicated pedestrian pathway from the edge of the road to the building and bicycle parking in front.

Chair Scott Craig closed the public hearing at 7:51 P.M.

**7. Unfinished Business** (None)

**8. Other Business**

**A. Industrial Zoning District (Section 86-345) Amendment Proposal**

Director Kieselbach summarized the proposed industrial zoning district amendment proposal as outlined in staff memorandum dated September 19, 2016.

**Commissioner Van Coevering moved to initiate a zoning amendment to add instructional centers, mobile food vending units and outdoor seating to the industrial zoning district. Seconded by Commissioner Tenaglia.**

Planning Commission, staff and applicant discussion:

- Amendment speaks to the Planning Commission’s earlier discussion on the Master Plan relative to flexibility
- Staff to research potential conflict between state prohibition on smoking in the brewery and placement of benches for workers to sit and possibly smoke near where food is being served
- Concern with legislating a smoking prohibition on private property
- No language in the Township’s mobile food ordinance which prohibits smoking nearby
- Light and heavy industrial is allowed in the industrial district
- Concern whether food consumption in an outdoor eating area adjacent to a foundry limits the industrial activity which can take place nearby Small patio is an attempt to revitalize the industrial area
- Staff will research any restrictions and provide the results prior to the public hearing
- Applicant is attempting to reutilize an industrial zoned area for food consumption
- Ellison Brewery is licensed by the Michigan Department of Agriculture and Rural Development as a food production facility
- State license carries stringent health standards
- Brewery patrons appreciate the fact it is set back and secluded
- Patio will be approximately 12 x 20 feet with three (3) to four (4) tables
- Concern that outdoor seating will limit the area to other industrial businesses in the future

- Foundry has met its expansion limit

ROLL CALL VOTE: YEAS: Commissioners Honicky, Jackson, Lane, Tenaglia, Van  
Coevering, Chair Scott-Craig

NAYS: None

Motion carried 6-0.

**9. Township Board, Planning Commission officer, committee chair, and staff comment or reports**

A. New Applications

1. Rezoning #16040 (Sumbal), request to rezone approximately nine acres located at 2267 Saginaw Highway, 6217 Newton Road, and 6219 Newton Road from PO (Professional and Office), RD (Multiple Family), and RA (Single Family, Medium Density) to C-2 (Commercial).

B. Update of Ongoing Projects

i. Site Plans Received - NONE

ii. Site Plans Approved

1. Site Plan Review #16-08 (Chris Humphrey), construct a drive-through ATM in the Meijer parking lot at 2055 Grand River Avenue

**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

**CHARTER TOWNSHIP OF MERIDIAN  
PLANNING COMMISSION  
WORK SESSION MINUTES**

**DRAFT**

**September 26, 2016**

**5151 Marsh Road, Okemos, MI 48864-1198  
Town Hall Rom, 517-853-4560**

PRESENT: Chair Scott-Craig, Vice-Chair Jackson, Commissioners Honicky, Van Coevering, Tenaglia, and Lane  
ABSENT: Commissioners Ianni, DeGroff, Opsommer  
STAFF: Principal Planner Gail Oranchak

**1. Call meeting to order**

**Chair Scott-Craig called the work session meeting to order at approximately 6:00 P.M.**

**2. Approval of agenda**

**The agenda was approved unanimously.**

**3. Discussion: Master Plan Update**

- Chair Scott-Craig presented his expanded agenda for the work session to include discussion of an Executive Summary, need for an “Introduction,” moving sections of the Plan to the Appendix, acceptance of the proposed FLUM categories, acceptance of McKenna’s zoning ordinance suggestions, changes to metrics, and adding a summary of the May 2015 public input meeting to the Appendix; and determine the process for moving forward to adoption
- Need for a brief executive summary
- Executive summary should include essential motivations for the plan—changing demographics, preference for infill, eastern corridor considerations, transportation, future of housing (millennials, workforce, affordable, and abundance of suburban single family homes)
- Executive summary also include “how we got here,” future challenges
- Focus executive summary on mission, vision and values in a few paragraphs with everything else in the body of the plan
- Possibly add an “Introduction” immediately after the Executive Summary to expand on information in the “Township Overview” by explaining the rationale for the Plan
- Move Paragraphs 2-4 on of the Township Overview on P. 1.2 to the “Legal Basis for a Master Plan”
- Vice-Chair Jackson and Commissioner Van Coevering to draft an executive summary and submit it to staff to share with the Planning Commission for review over the next weekend
- Reference made to the executive summary in the Dearborn plan
- Move to the Appendix: Metrics, Benchmarks, etc. and Project Evaluation Forms
- Appropriate to move metrics, etc. to the Appendix as models if internal tools to apply and modify with experience
- P. 1.14 – 1.15 in the body of the plan but add text to identify as a policy proposal and direct to Appendix for proposed models
- Move P. 1.16 – 1.20 to Appendix
- Proposal to add an explanation of “leading” and “lagging” metrics to the plan. Project evaluation based on lagging metrics
- Move Project Evaluation information the Appendix, P.
- Retain the picture on P. 1.21 in the body of the Plan
- Move “Building Types” on 2.16 – 2.24 to the Appendix

- Keep “Architectural Standards” within the body of the Plan and compare what have been doing vs. what is proposed
- Commissioner Lane offered to draft a “callout box” for the Architectural Standards section and will provide a draft to staff for distribution to the entire Planning Commission
- Move maps except the Future Land Use Map to the Appendix with hyperlink to text
- FLUM to be moved to the front of Chapter 2
- FLUM categories on P. 1.25 accepted
- No need to revise Metrics, etc. since being moved to the Appendix as models
- Add summary of the May 2016 Public Input Meeting to the Appendix
- The draft Executive Summary and draft Architectural Standards “callout box will be e-mailed to staff for distribution to the rest of the Commission
- Once all Planning Commission’s proposed changes have been made the Commission will adopt the draft and transmit it to the Township Board
- Review of the FLUM
- Finalize contract with McKenna to receive the editable version of the Plan

**4. Public remarks**

- Joshua Weidenaar, 429 Belding Court, Okemos, asked which Board would be making the final decision

**5. Adjournment**

Chair Scott-Craig adjourned the regular meeting at approximately 7:00 P.M.

Respectfully Submitted,

Gail Oranchak  
Principal Planner

**CHARTER TOWNSHIP OF MERIDIAN  
PLANNING COMMISSION  
WORK SESSION MINUTES**

**DRAFT**

**June 13, 2016**

**5151 Marsh Road, Okemos, MI 48864-1198  
Town Hall Rom, 517-853-4560**

PRESENT: Chair Scott-Craig, Vice-Chair Jackson, Commissioners Cordill, Ianni, Opsommer, Van Coevering  
ABSENT: Commissioners, Honicky, Degroff and Tenaglia  
STAFF: Principal Planner Gail Oranchak

**1. Call meeting to order**

**Chair Scott-Craig called the work session meeting to order at approximately 6:00 P.M.**

**2. Approval of agenda**

**Commissioner Ianni moved to approve the agenda. Seconded by Commissioner Opsommer.**

Voice vote. Motion carried unanimously

**3. Discussion**

**A. 2005 Master Plan Update**

**1. Urban Service Boundary**

- Two versions of the urban service boundary has been shown, one favored by the Township Board and the other by the Planning Commission.
- Suggestion to go with the Township Board's preference which supports orderly development.
- Review of the areas of difference:
  - Area 1 has already been dealt with
  - Area 2. If the boundary is along Shoemith Road those living north of Shoemith will not be eligible for utility extension; not an important concern.
  - Area 3. Does not follow the sewer line, conditionally rezoned but never developed and reverted to RR, RR is appropriate, abuts the eastern boundary of the Township, Township Board supports possible future development of this area, could be a needed if boomers do not move to allow younger families to find affordable housing, strategies in place to bring school children to the area
  - Area 4 & 5. Large lots subdivisions, process exists for requesting extension of utilities, Environmental Commission mapping lands of ecological value, already developed thus will not create sprawl
- Include recently rezoned Mayberry subdivision site within the urban service boundary
- Review the process for amending the urban service boundary
- Suggestion for on-line map including a base map and overlays

**2. Goals and Objectives**

- Revert to Township Board approved Goals and Objectives

- Possibly consider minor changes to the Goals and Objectives by adding branding, Corridor Improvement Authority, way finding, renewable energy, sustainability plan, Planning Commission propose minor changes

**4. Public Remarks**

**Mary Langguth** asked about the location of Complete Streets in the Goals and Objectives

**Neil Bowlby, 6020 Beechwood**, commented on why Areas 3 and 5 should not be included in the urban services area

**5. Adjournment**

**Chair Scott-Craig adjourned the meeting at approximately 6:55 p.m.**

Respectfully Submitted,

Gail Oranchak, AICP  
Principal Planner

**CHARTER TOWNSHIP OF MERIDIAN  
PLANNING COMMISSION  
WORK SESSION MINUTES**

**DRAFT**

**June 27, 2016**

**5151 Marsh Road, Okemos, MI 48864-1198  
Town Hall Rom, 517-853-4560**

PRESENT: Chair Scott-Craig, Vice-Chair Jackson, Commissioners Honicky, Cordill, Ianni, Van Coevering, Tenaglia, DeGroff, Opsommer  
ABSENT: None  
STAFF: Principal Planner Gail Oranchak

**1. Call meeting to order**

**Chair Scott-Craig called the work session meeting to order at approximately 6:00 P.M.**

**2. Approval of agenda**

**Vice-Chair Jackson moved to approve the agenda. Seconded by Commissioner Honicky.**

Voice vote. Motion carried unanimously

**3. Presentation**

**Principal Planner Paul Lippens, McKenna and Associates**

**I. Review Accomplishments**

- a. Meeting #2, May 23, 2016 recap of key discussion points
  - Target Market Analysis (TMA) and Retail Gap Analysis (RGA) to sense the potential market for new housing types and the surpluses and gaps in different types of commercial retail
  - Made connection of the TMA and RGA to the Potential Intensity Change Areas (PICA)
  - Three PICAs established from Township's request to look at three areas, Okemos center area and relationship to the Bus Rapid Transit (BRT) project, Haslett area and some underperforming retail, and Carriage Hills area as the center of one of the Township's higher density housing, to evaluate differences growth scenarios
  - Presented initial urban design concepts for the PICAs tied to developing different housing types to address the need for workforce and affordable housing, additional multi-family housing with a mix of single-family; and creating walkable areas where more traditional urban styles of commercial buildings could go
  - If Township focused on nodal development intensifying the three PICAs there was enough market demand for new commercial development as well as latent market based demand for different housing types depending on available land
  - The link between market analysis and urban design to be carried through as recommendations get finalized
  - Urban service boundary (USB) discussion

## II. Discussion: Development Direction

### a. Draft Future Land Use Classification and Map

- Introduction to a summary of the changes to the Future Land Use Map (FLUM), possibly the most important element of the Plan, the tool that sets the development direction
- State requires Plans be revisited every five years
- Think creatively and progressively about development patterns, what has been working and where want to go
- Master plan is not a regulatory tool but a policy based on goals and objectives that allows the township to make regulatory changes
- USB is one of the main themes are the USB
- Document provided comparing current FLUM categories to proposed FLUM with revised categories
- Principles of simplifying categories resulted in consolidation of categories.
- Recommendation to combine existing Residential 0.0-0.5 du/a and Residential 0.5-1.25 du/a. Level of development is similar in both categories. Not recommended to regulate at this fine a level of detail. One category will continue to promote low density development, preserve rural and agricultural character, and areas characterized by natural settings such as fields and wetlands that coincide with the would not have water and sewer connections in the future and would be outside the USB
- RES 1.25 du/a-3.5 du/a is a more intense level of development but still not the highest. Corresponds with many of the suburban styled residential development neighborhoods, proximity to urban corridors but not integrated with commercial areas. Recommendation to address housing affordability goals by attaching a target for a percentage of affordable units to any new developments that occur in this area.
- Terms associated with affordable housing come from the Department of Housing and Urban Development (HUD).
- Affordable Median Income (AMI). Considered “housing burdened” if spend more than 30% of pre-tax income on housing and if spend more than 50% of income on housing considered “severely housing burdened.”
- Workforce housing targeted to people who are at 100% of the median income, teachers for example, but may be housing burdened due local market conditions,.
- Policy targets recommended for the provision of affordable housing in new developments
- Team inclusionary housing policy targets in the master plan with zoning update by requiring affordable housing for new development in corresponding zoning district
- Suggested specific targets: For R2 category have 20% of all units designated for workforce housing –housing affordable to people at 100% of AMI and an additional 15% of units must be affordable for people between 30% and 80% of AMI resulting in 35% of units to be designated for either workforce or for affordable housing.
- Ann Arbor example requires of 20% of units be affordable for projects going through the PUD process. 20% is a base level by which to regulate for affordable housing
- Question whether statutorily allowed. Response Yes.
- Question how works. Is there a certain number of units, size of developments that would trigger this rule?
- Unit trigger possible.
- Consideration given in next category to add accessory dwelling units whether “granny flat,” in-law housing, student housing
- Recent Michigan Association of Planning (MAP) articles about “inclusionary zoning.”
- Inclusionary zoning for affordable housing in standard zoning districts would be a

progressive tool. Include as policy in the Master Plan and then evaluate during the update of the zoning ordinance, the regulatory tool

- Township has approved multi-family complexes and did begin to implement this concept but not at these levels but so many small sites left in the Township and projects may be small, how would this work
- Next category introduces idea of accessory dwelling units and encourages them for affordable housing. Policy to provide affordable housing and workforce housing. May limit unit size but will naturally smaller and smaller units are more affordable in general. Target units for people who take transit without personal vehicles.
- Areas considered for creating intensification through accessory dwelling units are the residential areas immediately proximate to the PICAs
- Accessory dwelling units good tactic to create affordable housing and to create more housing in areas where there is a latent demand and a market for housing that is not being served by traditional development patterns
- Areas designated are the oldest in the Township where lots may too small or irregular to accommodate an accessory dwelling unit such as around Lake Lansing
- Morphology considered in selection of the proposed areas for accessory housing units. May attach a minimum lot size for the accessory dwelling unit to control development.
- Standard house without the accessory units would have to fall into the 1.25 du/a-3.5du/a but if add another unit could go up to 5 du/a would address the small lot concern or control by lot size or minimum dwelling unit size
- Philosophical shift to higher density everywhere in the urban services area with the market gap analysis being the rationale. Appears to be a large increase in density in all areas of the Township and a lot more apartment based units rather than single-family housing. What is the population goal for the Township? Concern for the amount of growth this plan projects.
- The plan is designed to protect the parts of the Township that you want to protect and keep the same. Only two areas proposed to develop at a higher density than is now permitted. One is the Accessory Dwelling Units (ADU), the small areas of yellow around the PICAs that have been described as the traditional downtowns to add residents in close proximity to an area that is intended to be walkable and supports the preferred type of development. People must be present to be walkable. Analysis shows there is demand for new residential development. This approach directs the demand rather than have it be random. Master Plan is the opportunity to think about where and how the community wants to develop and then you can show that picture to developers rather than having developers show their picture to you.
- Darker yellow does not relate to current lot sizes but proximate to commercial.
- Brighter yellow and R2 is the area considered for ADU and proximate to areas to be developed for walkable urban development
- Establish policy requiring a developer to ask permission to for implement ADUs. If the trigger to permit is a development of 15 units, developers will build 14 dwelling units and no affordable housing will be built. Township should retain discretion after considering a project.
- Not supportive of combining the two lowest residential density categories. Require a policy statement in the Master Plan to apply
- The ultimate goal should be to reduce the number of categories. Six or seven residential categories does not make sense. These are low density categories and development at one unit per acre is low level development, also these are all the lands outside the urban services area.

- Request for the Planning Commission and Board to submit individual comments on the map changes
- Combined all multiple-family into one category and recommending an affordable housing requirement be included in the multiple-family category. The multiple-family areas have not been increased.
- Current commercial, Office and Commercial Core categories have been combined into two districts-a Mixed Use Core and Commercial. Some of what was called Commercial Core is included in the Commercial category.
- The three PICA areas are in a new category called Mixed Use Core to be defined in a way that supports walkable urbanism and foresee having building form regulations, including architectural guidelines, for building types, building frontage standards, regulating store fronts and basic frontage activities. Renderings for PICAs describe building types trying to establish through new categories.
- Industrial and Research Park categories have been combined into one category called Business and Technology. Justification is both modern industrial/light industrial is already consistent with uses defined and in form and function these uses are similar.
- Proposal shows how ideas are carried out. If want walkable downtown this is how to get it, if want more workforce housing and affordable housing this is the way to create while protecting the type of development that already exists in the Township and the areas to protect from major development pressures on the east side of the Township.
- Important to review draft and suggest changes to further update the map
- Not supportive of residential lots on Kent Street being converted to the “commercial” designation because within a Mixed Use Core and near transit. Five of the lots changed are in the floodplain.
- Will be taken out of the category and will revert to residential
- Philosophical shift from suburban community to walkable urban. Already tools to do this with zoning. No sure high density nodes will increase the quality of life. Concern for loss of habitat and green space, increase in traffic, infrastructure costs, and possible other social costs. Helpful to get a good handle on what different densities look like to get an idea of three-dimensional ramifications before attach certain densities to areas.
- Not changing current densities. The same type of development permitted now would be permitted with this plan. Simplification of categories but the type of development the Township has been seeing is still permitted. Also suggesting an affordable housing component. Major change to permit accessory dwelling units is an intensification is not intended to change the look or feel of neighborhoods. Require new units in the back, possibly in basements with direction of more intensive development into the PICAs.
- Basis for market analysis is the capture 10% of the Tri-County area’s potential growth. Now residential and retail are not co-mingled which is the barrier to walkability. Not much of change in retail, commercial and dining in the proposed plan. PICAs to be the most walkable areas in the community, predict they will be highly desirable. Co-mingling in PICAs works well and parking improved with more curbside parking. Would like to see more mid-block crossing for pedestrians.
- Elimination of long standing “transitional, step-down” land use policy when put both office and commercial in the same category. Seems that commercial can butt up to residential.
- Some transitional elements are included in the map by including accessory dwelling units. Office functions much the same way as the place where it is whether campus office, commercial corridor, or walkable neighborhood.
- Submit additional comments on the FLUM to staff.

**b. Draft/Revised Transportation Analysis**

- Update of maps in the Plan
- Township is updating the Pedestrian/Bicycle Pathway Master Plan and the updated plan will be included in the Master Plan
- Changes where proposed on-street parking to be located noted on transit map
- New street linkages proposed in PICAs
- Places where there is potential for 4 to 3 lane conversion based on traffic counts
- Reaffirming the BRT plan on the Transit Map as a temporary dashed line since final station locations unknown
- Work on Okemos PICA to capture the BRT station
- Transit Oriented Development (TOD) shown in the Okemos PICA extending into the area where the BRT has had some charrette work done
- Submit comments on Transportation and Transit maps by e-mail to staff

**c. Preliminary Metrics**

- Reverted to the previously approved Goals and Objectives
- Preliminary concepts for Metrics, Measure, Benchmarks and Targets provided
- Framework for measuring progress of the Master Plan and Strategic Action Plan
- Proposed metric answers how this will be done, measure is what will be used to measure the metric, benchmarks assess where we are today using data to support findings, and targets are goals to achieve the particular metric
- Metrics, measures, benchmarks and targets apply to stated Objectives not the Strategies of the Goals and Objectives
- Measures may be the projects trying to complete to achieve Objectives. Township staff ultimately will track and measure
- How did you come up with 200% conservation of wetland, floodplain and other water retention areas?
- Measured by the number of projects completed rather than a percent increase for the measuring years between 2016 and 2025. Assessment will be based on the number of qualifying projects over the last five years (2010-2015). Over the next nine years we will do twice as many as done in the last five years to achieve 200%.
- Example to measure conservation. More than simply purchasing the land and saying that is conserved but also want to protect its environmental health and make sure it is a functioning part of the ecosystem. There are different mitigation activities that can be done, not just prevention of development such as improve the quality of the wetland or floodplain. In this case mitigation activities will be the metric. Use the number of mitigation projects. In a floodplain might be purchasing a house in the floodplain and demolishing it, or purchasing a house and raising it above the base flood elevation. The measure is projects. Identify the qualifying projects to track within this objective and then count them. Determine benchmark by looking at how many projects were accomplished over the last five years that could qualify towards the objective of conserving floodplain, wetland and other water retention areas. Once have the project total for five years, the target will be to increase the project total by 200% in the next nine years.
- Several targets put at 200% since the benchmark will be a numeric number of completed projects and the target over the next nine years will double what was done in the last period.
- Benchmarks will be discussed by the Planning Commission as part of a review of the

“draft preliminary” metrics.

- Must determine what qualifies as a mitigation activity, what qualifies as a sustainability activity, what qualifies as a complete streets activity to assess what has been done so far.
- Make the time period 2016 to 2026.
- Target year to 2026 better than five years so that can pick a date that is long enough to pick a date long enough to reassess once the Master Plan is completed. If do a ten year period then after five years can reevaluate and see how the process is operating and possibly make changes to reevaluate at the 10-year date.
- If in the future can establish a typical number of projects then can eliminate the percent and use the typical number of projects over the time period as the target.
- Objective 5E, “cooperation with other communities,” is the only one which goal measured by the number of meetings.
- Number of meetings does not measure the outcome of the meetings.
- Can brainstorm and come up with another target but in this case joint meetings are so rare that they should be acknowledged. Provide notes on the types of things that are discussed and decided
- Maybe use the number of joint projects that come out of these meetings.
- Support for eliminating the percentages, align with annual accomplishments presented by the Township manager
- Better metric needs to be developed for Goal 1, Objective E. Preserving greenbelts, natural areas and creating pathways by encouraging the use of PUD and other suitable zoning strategies. Benchmark does not address preserving greenbelts and natural areas only pathways. Pathways should be sub goal since it is easily measureable. Use acreage as a measure.
- Metric should be something for preserving greenbelts and natural areas
- In Objective 2 Land Preservation acres are measured.
- Pathways could be riparian corridors to measure in miles. In Goal 6 included miles of pathways.
- There is some redundancy between goals and what measuring. Maybe greenways and pathways measure miles or measure acres. Note for possible change.
- Seeking feedback of the concept from the Planning Commission and Board whether capturing that this is something desired in the Master Plan
- Metrics need to guide the outcome of goals. The measurement must drive the outcome that the Township desires not something that is not getting us to where we want to go.
- Measuring environmental by number of acres may not be positive, may mean mitigation is required because development is impacting natural features
- Possible input on the FLUM from large land owners, builders, and developers and homeowners groups

### **III. Update: Review Master Plan Progress**

#### **a. Updated PICA Plans and Sketches**

- Update and further analysis of the PICA areas
- Now showing birds-eye view which is a density study to show support for larger variety of building types including single family housing.
- Added conceptual rendering showing building types and architectural details. Types of architectural standards to regulate by including recommendations in the Plan
- Shows urban development, attaching it to real transportation recommendations, thinking about multiple building types for good housing mix and attaching that to real research on

market analysis is a best practice

- Comment on recommendations for each PICA in the Master Plan vs form-based code.
- Difference between having information in the Master Plan and a form-based code is that the form-based code is adopted as an actual zoning code. Could adopt a traditional zoning code that references this section of the Master Plan and use this section of the Master Plan to review developments with.
- PICA will be presented as sub areas with added text

**b. Review Urban Service Boundary Progress**

- On the next Planning Commission agenda for discussion

**IV. Next Steps**

- a. Working meeting with Township staff
  - Regular meetings and phone calls with Township staff
  - Background for PICA analysis
  - Appreciate comments from the Planning Commission by next week
  - Finalize FLUM analysis and work to finalize public engagement strategy discussed tonight and discuss modification set the schedule
- b. Next meeting is Monday, July 25, 2016 Work Session
- c. Draft Strategic Action Plan
  - Present draft Strategic Action Plan at the next meeting and some components of a draft plan at the next meeting
- d. Revised Metrics and metric assessment-measures/benchmarks/targets
  - Currently coordinating benchmarks with staff

**V. Other**

- September meeting taken off the agenda. Intended as the beginning of the adoption process
- Review of the adoption process
- Thank you to consultant for incorporating affordable and workforce housing. Supports comingling affordable and workforce housing

**4. Public Remarks**

- **Leonard Provencher, 5824 Buena Parkway**, commented the FLUM designation of Institutional is too broad and land preservation should be removed and placing a park near major streets in the Haslett PICA, Okemos Road from Hamilton to Jolly should be a major arterial
- **Neil Bowlby 6020 Beechwood**, commented the FLUM should depict current land use, coding of Georgetown subdivision and Strawberry Farms #2 should be changed to reflect current density, the Master Plan should implement Township vision for population, and Okemos Road and Grand River is a dangerous intersection
- **Judy Kindle, 2915 Margate Lane**, complimented the Township on communication with the public, and as a member of the Meridian Township Energy Team requested incorporating two sustainable strategies to Goal 7 either as stand-alone objectives or as metric strategies under Objective A as 1: to develop a coordinated integrated vision to incorporate renewable energy into the energy mix and 2: to develop a sustainability plan
- **Bill McConnell, 4376 Manitou**, commented on the vision and target population, the need for higher density areas, Land Preservation and the Institutional category, metrics and wetland

mitigation plans, metrics and pathway miles vs. resources

- **Brent Forsberg**, commented on PICAs, walkability, and sense of place; sprawl and infrastructure cost management and preservation of Township areas
- **LuAnn Maisner**, Director Of Parks and Recreation supports including Land Preservation with Parks

## 5. Adjournment

**Chair Scott-Craig adjourned the meeting at approximately 8:20 p.m.**

Respectfully Submitted,

Gail Oranchak, AICP  
Principal Planner

G:\PLANNING\PLANNING COMMISSION\MINUTES\160627

**Rezoning #16040  
(Sumbal)  
October 10, 2016**

**APPLICANT:** Ahsan and Iffat Sumbal  
900 Gulick Road  
Haslett, MI 48840

**STATUS OF APPLICANT:** Property Owner

**REQUEST:** Rezone to C-2 (Commercial) with offer of condition to construct berm with trees at C-2/RA border

**CURRENT ZONING:** PO (Professional and Office), RD (Multiple Family), RA (Single Family, Medium Density)

**LOCATION:** 2267 Saginaw Highway, 6217 and 6219 Newton Road

**AREA OF SUBJECT SITE:** 5 acres

**EXISTING LAND USE:** Single Family houses, undeveloped

**EXISTING LAND USES IN AREA:** North: Hammond Farms Landscape Supply, Kingdom Hall of Jehovah's Witnesses  
South: Meridian Land Preserve #19  
East: Newton Road, Sierra Ridge Estates Subdivision  
West: Saginaw Highway, office buildings, The Coves at Whitehills Lakes (single family and duplexes)

**CURRENT ZONING IN AREA:** North: RR (Rural Residential)  
South: C-2 (Commercial) & RR (Rural Residential)  
East: RAA (Single Family-Low Density)  
West: C-2 (Commercial), PO (Professional and Office), and RDD (Multiple Family - 5 units per acre)

**FUTURE LAND USE DESIGNATION:** Residential 1.25 – 3.5 dwelling units per acre (du/a)

**FUTURE LAND USE MAP:** North: Residential 1.25 – 3.5 du/a  
South: Residential 1.25 – 3.5 du/a  
East: Residential 1.25 – 3.5 du/a  
West: Commercial, Office, Residential 5.0 – 8.0

## CHARTER TOWNSHIP OF MERIDIAN

### MEMORANDUM

TO: Planning Commission

FROM:



Peter Menser  
Senior Planner

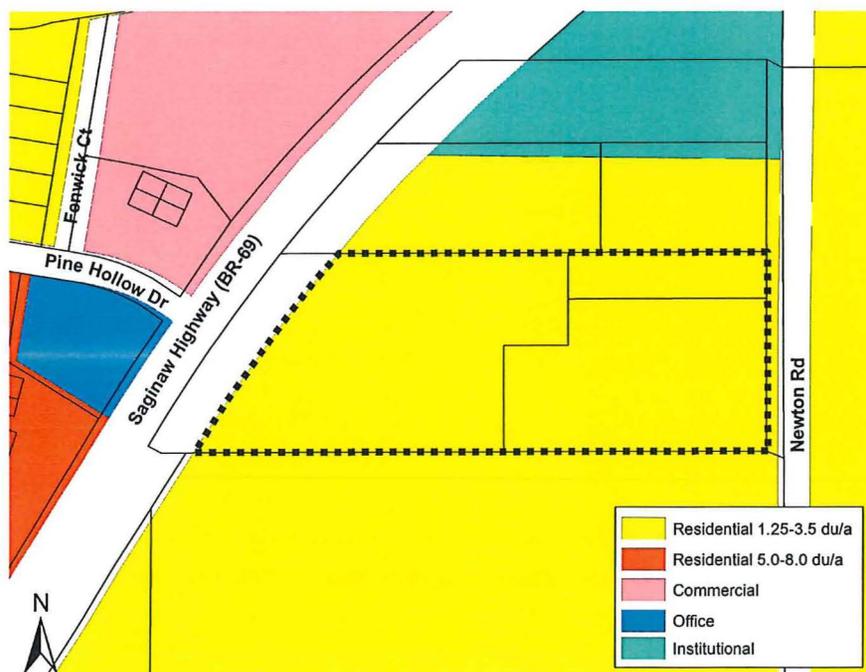
DATE: October 7, 2016

RE: Rezoning #16040 (Sumbal), request to rezone approximately five acres located at 2267 Saginaw Highway, 6217 Newton Road, and 6219 Newton Road from PO (Professional and Office), RD (Multiple Family), and RA (Single Family, Medium Density) to C-2 (Commercial).

Ahsan and Iffat Sumbal have requested the rezoning of five acres from PO (Professional and Office), RD (Multiple Family), and RA (Single Family, Medium Density) to C-2 (Commercial). The applicant offered to condition the rezoning on construction of a berm with trees between the C-2 and RA zoning districts. The rezoning request is for property located on the east side of Saginaw Highway, north of Lake Lansing Road and includes portions of 2267 Saginaw Highway, 6217 Newton Road, and 6219 Newton Road. The subject site includes three parcels totaling approximately 11 total acres, five acres of which are proposed for rezoning. If the rezoning is approved the site will have 9.05 acres of C-2 zoning and 2.16 acres of RA zoning.

#### Master Plan

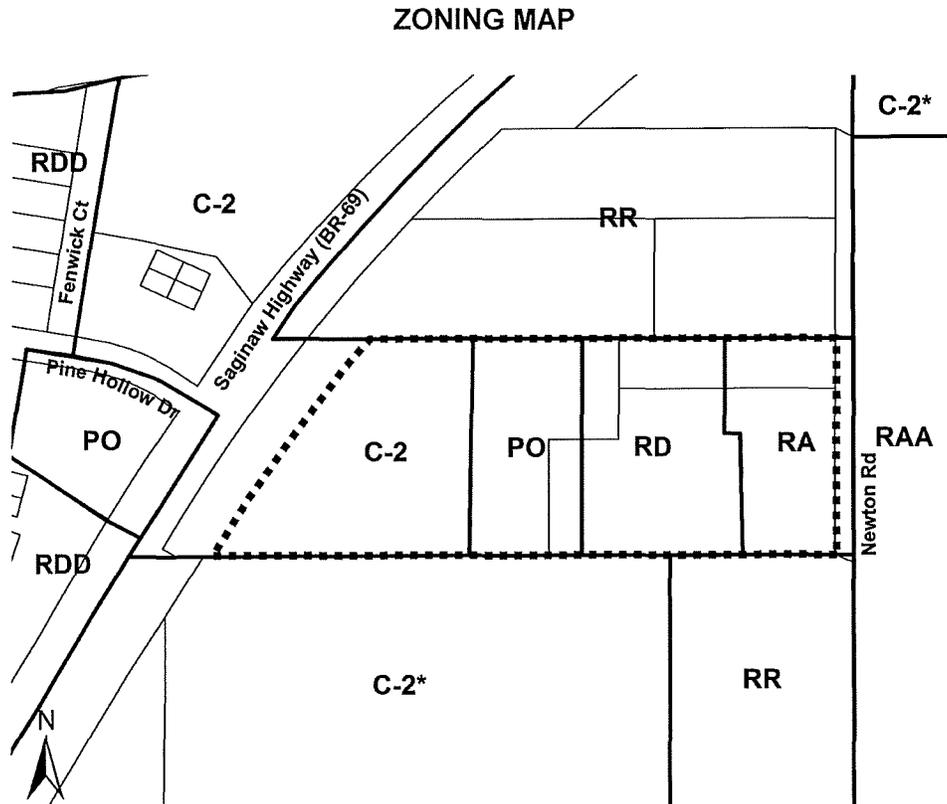
The Future Land Use Map from the 2005 Master Plan designates the subject properties in the Residential 1.25-3.5 dwelling units per acre (du/a) category.



**Zoning**

The site is zoned C-2 (Commercial), PO (Professional and Office), RD (Multiple Family), and RA (Single Family, Medium Density). There are approximately five acres of C-2, two acres of PO, three acres of RD, and two acres of RA. The following table illustrates the minimum lot width and area requirements for the proposed C-2 and remaining RA zoning districts:

Zoning District	Lot Width Required/Provided	Lot Area Required/Provided
C-2	100 feet / 510 feet	4,000 square feet / 394,218 square feet
RA	80 feet / 417 feet	10,000 square feet / 94,089 square feet



**Physical Features**

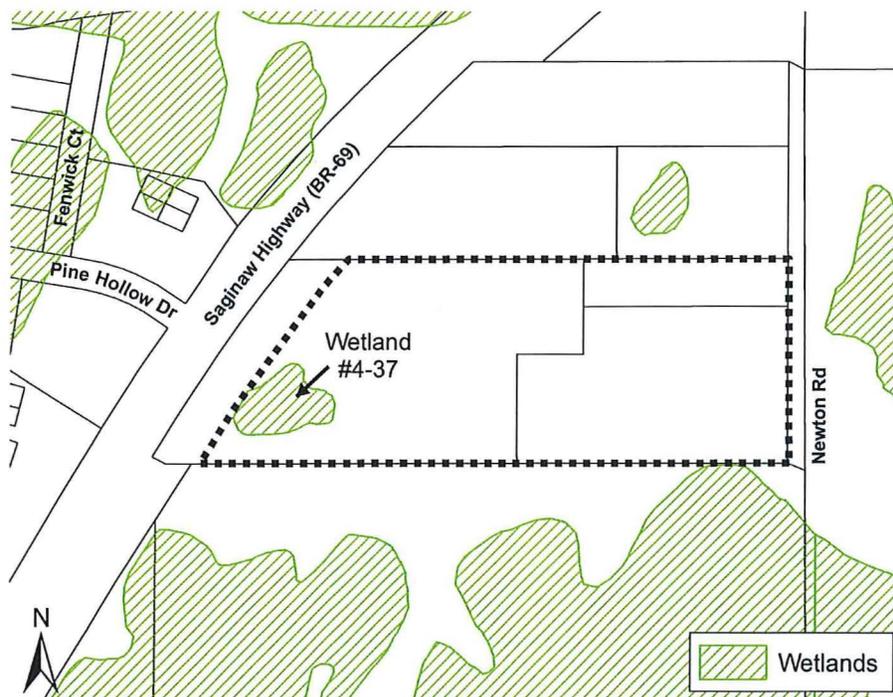
The site consists of three separate parcels and is relatively flat. Elevations range from 868 feet above sea level in the central portion of the parcel fronting on Saginaw Highway to a low point of 852 feet above mean sea level at the southeast corner near Newton Road. The parcel fronting Saginaw Highway is developed with a single family house that was built in 1950. There are two houses (built in 1945 and 1946) at 6217 Newton Road. 6219 Newton Road is undeveloped. The Flood Insurance Rate Map (FIRM) for Meridian Township indicates the property is not located in a floodplain.

Wetlands

The Township Wetland Map depicts a wetland on the site. Prior to any work on the site a wetland delineation report will be required to determine the wetland boundary and size. Future development of the site would be required to comply with the wetland protection ordinance and water features setbacks if applicable.

WETLAND NUMBER	SIZE (ACRES)	TYPE OF WETLAND	REGULATORY AUTHORITY
4-37	.46	Emergent, Shrub/Scrub	Township

**WETLAND MAP**



**Streets and Traffic**

The site has frontage on Saginaw Highway (B.R. 69) at the west and Newton Road at the east. Saginaw Highway is a four lane divided highway and is designated as a Principal Arterial. Newton Road is a two lane road designated as a local street. Paving was recently completed on Newton Road along its entire length from Saginaw Highway to Lake Lansing Road. The Township’s Pedestrian/Bicycle Master Plan shows a proposed paved pathway along the Saginaw Highway frontage and proposed paved shoulders along Newton Road. The paved shoulders were installed when the road was paved.

The most recent (2007) traffic count information from the Michigan Department of Transportation (MDOT) for Saginaw Highway showed a total of 14,300 vehicles in a 24 hour period. A 2008 traffic count by the Ingham County Road Department (ICRD) showed an average of 669 vehicles per day use Newton Road.

**REZ #16040 (Sumbal)**  
**Planning Commission (10/10/2016)**  
**Page 4**

The applicant submitted a traffic assessment which provides information on the trips that will be generated from the proposed rezoning. The study compares traffic generation between the existing zoning districts and those proposed. It estimates future traffic by using data from the highest potential traffic generator in the proposed zoning district, which in this case is an approximately 40,000 square foot supermarket. The table below shows the estimated number of trips the proposed rezoning may generate.

	<b>Existing Zoning</b>	<b>Proposed Zoning</b>	<b>Change</b>
AM Peak Hour	87	129	+42
<i>In</i>	61	80	+19
<i>Out</i>	26	49	+23
PM Peak Hour	131	380	+249
<i>In</i>	34	194	+160
<i>Out</i>	97	186	+89
Weekday Vehicle Trips	694	3,934	+3,240

The report concludes the total traffic volumes will increase under the proposed rezoning. The report projects traffic volumes from this property will increase by 42 trips during the AM peak hour, 249 trips during the PM peak hour, and 3,240 trips during a weekday. No site distance issues were identified in the report. A detailed traffic study will be required if a future development project is proposed.

**Utilities**

Public sanitary sewer and water service are available in the vicinity of the subject properties to serve future development.

**Staff Analysis**

The applicant has requested the rezoning of five acres from PO (Professional and Office), RD (Multiple Family), and RA (Single Family, Medium Density) to C-2 (Commercial). When evaluating the request, the Planning Commission should consider all uses permitted by right and by special use permit in the current and proposed zoning districts, as well as the reasons for rezoning listed on page two of the rezoning application.

A development project for the proposed C-2 portion of the subject property has not been announced. The applicant will keep the eastern 225 feet of the site, approximately 2.16 acres, in the RA zoning district. As a condition of approval for the rezoning the property owner has offered to provide a berm with trees between the C-2 and RA zoning. The C-2 district requires a 100 foot setback for structures, parking areas, and access drives from a residential district. The setback is reduced to 60 feet if adequate screening is provided.

The property was rezoned from RR (Rural Residential) in 2005 (REZ #05020) to the current configuration of zoning districts. The Planning Commission recommended approval of a rezoning request (REZ #16010) in early 2016 to rezone approximately eight acres of the subject property to RD (Multiple Family) to accommodate a senior assisted living development but the rezoning was denied by the Township Board at its April 26, 2016 meeting.

**REZ #16040 (Sumbal)**  
**Planning Commission (10/10/2016)**  
**Page 5**

Per the request of the Planning Commission chairperson, the following is a brief update on the Sierra Ridge Estates development. Sierra Ridge Estates is a platted subdivision (PP #03012) located east of the subject properties across Newton Road. Sierra Ridge Estates is a single family development consisting of 99 lots on 73 acres. Preliminary Plat approval was granted by the Township Board in 2003. The Final Plat for Phase 1 of the project, consisting of 34 lots, was approved in 2005. The Final Plat for Phase 2 was granted in 2013, which was for 15 lots. The preliminary plat approval for the remainder of the 50 lots in the plat was extended in 2015 and expires on July 1, 2017. As a part of the Sierra Ridge Estates development and a Township initiative the entirety of Newton Road was recently paved from Lake Lansing Road to Saginaw Highway.

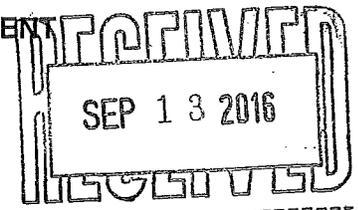
**Planning Commission Options**

The Planning Commission may recommend approval or denial of the request or it may recommend a different zoning designation than proposed to the Township Board. A resolution will be provided for a future meeting.

**Attachments**

1. Application and supporting materials
2. Township traffic consultant's report dated September 13, 2016

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



REZONING APPLICATION

Part I, II and III of this application must be completed. Failure to complete any portion of this form may result in the denial of your request.

Part I

2.16 A RA  
9.05 A C-2

A. Owner/Applicant Ahsan & Iffat Sumbal  
Address of applicant 900 Gulick Rd Haslett MI. 48840  
Telephone: Work 517 749-3261 Home \_\_\_\_\_  
Fax \_\_\_\_\_ Email \_\_\_\_\_

If there are multiple owners, list names and addresses of each and indicate ownership interest. Attach additional sheets if necessary. If the applicant is not the current owner of the subject property, the applicant must provide a copy of a purchase agreement or instrument indicating the owner is aware of and in agreement with the requested action.

B. Applicant's Representative, Architect, Engineer or Planner responsible for request:  
Name / Contact Person OWNER  
Address \_\_\_\_\_  
Telephone: Work \_\_\_\_\_ Home \_\_\_\_\_  
Fax \_\_\_\_\_ Email \_\_\_\_\_

C. Site address/location 2267 Saginaw Hwy / 6217 & 6219 Newton Rd  
Legal description (Attach additional sheets if necessary) see attached  
Parcel number see attached Site acreage 5 acres

D. Current zoning P.O. & Multi Family Requested zoning C2

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

1. Nonrefundable fee. \$700 + \$30/acre or 700 + (30 x 5) = \$850
2. Evidence of fee or other ownership of the subject property.

★ 3. A rezoning traffic study prepared by a qualified traffic engineer based on the most current edition of the handbook entitled *Evaluating Traffic Impact Studies: A Recommended Practice for Michigan Communities*, published by the State Department of Transportation, is required for the following requests:

- a. Rezoning when the proposed district would permit uses that could generate more than 100 additional directional trips during the peak hour than the principal uses permitted under the current zoning.
- b. Rezoning having direct access to a principal or minor arterial street, unless the uses in the proposed zoning district would generate fewer peak hour trips than uses in the existing zoning district.  
(Information pertaining to the contents of the rezoning traffic study will be available in the Department of Community Planning and Development.)

4. Other information deemed necessary to evaluate the application as specified by the Director of Community Planning and Development.

Part II

REASONS FOR REZONING REQUEST

Respond only to the items which you intend to support with proof. Explain your position on the lines below, and attach supporting information to this form.

A. Reasons why the present zoning is unreasonable:

- 1) There is an error in the boundaries of the Zoning Map, specifically: The current zoning are land locked by different zonings
- 2) The conditions of the surrounding area have changed in the following respects: more commerial establishments, more growth in Area, meijer, Costco.
- 3) The current zoning is inconsistent with the Township's Master Plan, explain: \_\_\_\_\_
- 4) The Township did not follow the procedures that are required by Michigan laws, when adopting the Zoning Ordinance, specifically: \_\_\_\_\_
- 5) The Township did not have a reasonable basis to support the current zoning classification at the time it was adopted; and the zoning has exempted the following legitimate uses from the area: \_\_\_\_\_
- 6) The current zoning restrictions on the use of the property do not further the health safety or general welfare of the public, explain: There is more than Adequate Amount of P.O. and multi family in the Township

B. Reasons why the requested zoning is appropriate:

- 1) Requested rezoning is consistent with the Township's Master Plan, explain: \_\_\_\_\_
- 2) Requested rezoning is compatible with other existing and proposed uses surrounding the site, specifically: site is currently Almost half commerial, meijer, Costco
- 3) Requested rezoning would not result in significant adverse impacts on the natural environment, explain: Current zonings & Requested zonings would have same impact on natural environment
- 4) Requested rezoning would not result in significant adverse impacts on traffic circulation, water and sewer systems, education, recreation or other public services, explain: requested zoning would have less impact on Public services, and increase in the tax base.
- 5) Requested rezoning addresses a proven community need, specifically: \_\_\_\_\_
- 6) Requested rezoning results in logical and orderly development in the Township, explain: Current zonings are land locked in, site is on a large 4 lane Hi-way.
- 7) Requested rezoning will result in better use of Township land, resources and properties and therefore more efficient expenditure of Township funds for public improvements and services, explain: Current zonings are too small to have viable establishments of the current zonings

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

Ahsan Sumbal  
Signature of Applicant

9-12-16  
Date

Ahsan Sumbal  
Type/Print Name

Fee: \$850

Received by/Date: Peter Mewer  
9-12-16

Per The Township request we will  
make a DEM between the commercial  
and the RA zoning with trees  
AD.

**Peter Menser**

---

**From:** Ahsan Sumbal <ahsansumbal@ymail.com>  
**Sent:** Wednesday, October 05, 2016 2:45 PM  
**To:** Peter Menser  
**Subject:** Re: Zoning Description

Peter: As a condition for the rezoning we are offering to build a barn with trees on top of it, between the C2 and the residential zonings. As the board of trustees suggested. Please make this a part of our official rezoning request. Thanks.

Sent from my iPhone

# PLOT PLAN

For:  
 Ahsan Sumbal  
 900 Gulick Road  
 Haslett, MI 48840

Survey Address:  
 2267 and Vacant M-78 & 6217  
 Newton Road  
 East Lansing, MI 48823  
 ID: 33-02-02-04-327-003,  
 33-02-02-04-327-006,  
 & 33-02-02-04-327-007

**PROPOSED RA ZONING:**

An area of land being part of Lots 6 and 7, Mitchell Acres, according to the recorded plat thereof, as recorded in Liber 13 of Plats, Page 48, Ingham County Records, the limits of said area described as: the East 225.5 feet of said Lots 6 and 7, Mitchell Acres as recorded in Ingham County Records.

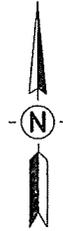
**PROPOSED C2 ZONING:**

An area of land being part of Lots 5 thru 8, Mitchell Acres, according to the recorded plat thereof, as recorded in Liber 13 of Plats, Page 48, Ingham County Records, the limits of said area described as: Lots 5, 6, 7, and 8, Mitchell Acres, according to the plat thereof recorded in Liber 13 of Plats, Page 46 of Ingham County Records, except the East 225.5 feet thereof.

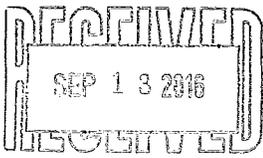
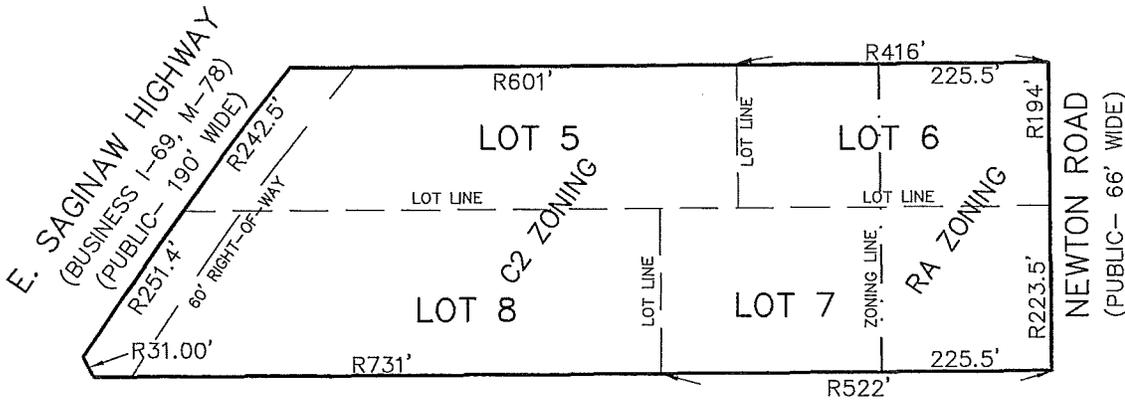
**NOTES:**

1. A LOT SURVEY IS REQUIRED FOR THE EXACT LOCATION OF FENCE AND PROPERTY LINES.

2. EASEMENTS, IF ANY, NOT SHOWN.



1" = 200'



This plan was made at the direction of the parties hereon and intended solely for their immediate use and no survey has been made and no property lines were monumented, all easements recorded or unrecorded may not be shown, unless specifically noted, and no dimensions are intended for use in establishing property lines.

- R = Recorded Distance      x = Existing Elevation
- = Silt Fence            D = Surface Drainage
- = Deed Line                800.00 = Proposed Finish Grade
- — — = Distance Not to Scale
- = Deck, Porch, Sidewalk, & Patio Areas



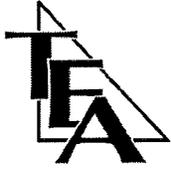
**KEBS, INC.**      KYES ENGINEERING  
 BRYAN LAND SURVEYS

2116 HASLETT ROAD, HASLETT, MI 48840  
 PH. 517-339-1014    FAX. 517-339-8047

13432 PRESTON DRIVE, MARSHALL, MI 49068  
 PH. 269-781-9800    FAX. 269-781-9805

*[Signature]*      09/13/16  
 ERICK R. FRIESTROM      DATE  
 PROFESSIONAL SURVEYOR      NO. 53497

DRAWN BY    SLH	SECTION 4, T4N, R1W
FIELD WORK BY    ----	JOB NUMBER:
SHEET 1 OF 1	90118.PLT



# **TRAFFIC ASSESSMENT**

**For the**

**Proposed Rezoning of**

**11.2 Acres on Saginaw Highway  
And Newton Road**

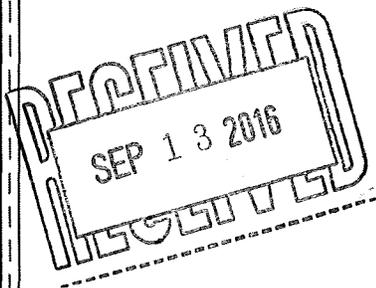
**Meridian Charter Township, Ingham County, MI**

**September, 2016**

**Prepared by:**

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## Table of Contents

	Page
Project Description	1
Aerial Photo	2
Existing Conditions	3
Land Use	3
Surrounding Zoning	3
Traffic Generation	4
Table 1 – Existing Zoning Traffic Generation Summary	6
Table 2 – Future Zoning Traffic Generation Summary	7
Table 3 – Comparison of Existing and Proposed Zoning	8
Findings	9
Sight Distance	9
Conclusions	9



## PROJECT DESCRIPTION

The purpose of this study is to determine the difference between the potential traffic generated by the existing zoning and the future traffic generated by the proposed new zoning. This rezoning request is on a parcel of land located between Saginaw Highway and Newton Road in Meridian Charter Township, Ingham County, Michigan.

The parcel currently consists of four (4) separate zonings; approximately 4.68 acres is zoned as Commercial (C-2), 1.81 acres zoned Professional Office (PO), 2.55 acres zoned Multi-Family Residential (RD), and 2.17 acres zoned as Residential (RA) for a total acreage of 11.2 acres. The existing 4.68 acres currently zoned Commercial (C-2) that fronts along Saginaw Highway will remain as Commercial (C-2), and the existing 2.17 acres currently zoned Residential (RA) that fronts along Newton Road will remain as Residential (RA).

The rezoning request is for two (2) of the four (4) parcels on the property. The existing 1.81 acres of Professional Office (PO) is proposed to be rezoned Commercial (C-2) zoning, and the existing 2.55 acres of Multi-Family Residential (RD) is also proposed to be rezoned to Commercial (C-2) zoning, for a total of approximately 4.36 acres of new Commercial (C-2) zoning.

For comparison purposes, the trip generation for the existing zoning was based on the largest trip generators allowed under the Professional Office (PO) zoning and the Multi-Family Residential (RD) zoning. The trip generation for the future zoning was determined by the largest trip generator use allowed under the proposed Commercial (C-2) zoning category.

The traffic analysis consists of the following items:

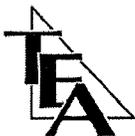
- Comparison of trips being generated with the existing zonings versus the requested new Commercial (C-2) zoning.
- Discussion of any potential sight distance issues.

This study was conducted in accordance with the guidelines set forth in "Evaluating Traffic Impact Studies, A Recommended Practice for Michigan Communities," sponsored by the Tri-County Regional Planning Commission and the Michigan Department of Transportation, and the Meridian Charter Township Zoning Ordinance.





Aerial Photo



## EXISTING CONDITIONS

Saginaw Highway is a northeast to southwest highway at the proposed site, and is a four-lane, with a grass boulevard, paved roadway with paved shoulders. There is a concrete sidewalk along the north side. Saginaw Highway is under the jurisdiction of the Michigan Department of Transportation (MDOT). The posted speed limit is posted 55 MPH.

Newton Road is a gravel road with no ditches or sidewalks. Newton Road is under the jurisdiction of the Ingham County Department of Roads. The roadway is not posted; therefore it is assumed that the prima facie speed limit is 55 MPH.

## LAND USE

The project site currently has three (3) rental residential single family houses. Surrounding land uses consists of commercial to the immediate north, vacant property to the south, residential to the west across Saginaw Highway and scattered residential along Newton Road.

## SURROUNDING ZONING

The surrounding zoning consists of Commercial (C-2) to the south, Residential (RR) to the north, Professional Office (PO) and Multi-Family Residential (RDD) on the north side of Saginaw Highway. There is Residential (RAA) on the east side of Newton Road.



## TRAFFIC GENERATION

Trip generation rates were derived from the ITE TRIP GENERATION MANUAL (9th edition). To determine the land use that would generate the maximum number of vehicle trips under each zoning category, the Meridian Charter Township zoning guidelines were utilized.

Under the existing Professional Office (PO) zoning, the zoning allows 10,000 square feet of floor space for every 31,812 square feet of property as being the maximum square footage (footprint) of a building that can be built on a site. The property which is currently zoned PO (Professional Office), consists of a total of 1.81 acres, which is equivalent to 78,844 square feet. Using the township guidelines, the maximum footprint under this zoning category would be approximately 24,784 square feet.

General Office Building (ITE Code 710) was selected to represent the existing zoning category, Professional Office (PO), for trip generation of the maximum building size of 24,784 square feet. The ITE description of General Office Building is as follows:

*A general office building houses multiple tenants; it is a location where affairs of businesses, commercial or industrial organizations, or professional persons or firms are conducted. An office building or buildings may contain a mixture of tenants including professional services, insurance companies, investment brokers and tenant services, such as a bank or savings and loan institution, a restaurant or cafeteria and service retail facilities.*

The property which is currently zoned Multi-Family Residential (RD) consists of a total of 2.55 acres. Using Meridian Charter Township guidelines of a maximum of 8 dwelling units per acre, the maximum number of dwelling units that could be built are 20 units for the 2.55 acre parcel zoned RD.

The ITE trip generation rates for Single-Family Detached Housing (Land Use Code 210) were selected as representing the 20 units of RD zoning. The ITE description of Single Family Detached Housing is as follows:

*Single-family detached housing includes all single-family detached homes on individual lots. A typical site surveyed is a suburban subdivision.*

The Meridian Charter Township guideline for the maximum building footprint for Commercial (C-2) zoning is a 5 to 1 ratio, or 20% of the total acreage. The proposed new zoning for Commercial (C-2) is for a total of 4.36 acres, which is equivalent to 189,922 square feet. Using the 20% guideline, the maximum building footprint for the site would be 37,984 square feet.

Supermarket (ITE Code 850) was selected to represent the proposed new zoning category, Commercial (C-2), for trip generation of the maximum building size of 37,984 square feet. The ITE description of Supermarket is as follows:



*Supermarkets are free-standing retail stores selling a complete assortment of food, food preparation and wrapping materials, and household cleaning items. Supermarkets may also contain the following products and services: ATMs, automobile supplies, bakeries, books and magazines, dry cleaning, floral arrangements, greeting cards, limited-service banks, photo centers, pharmacies and video rental areas.*

The existing zoning trip generation is shown in **Table 1**, the proposed zoning trip generation is shown in **Table 2**, and the comparison of trip generation between the existing zoning and the proposed zoning is summarized in **Table 3**.



**Table 1  
Existing Zoning  
Traffic Generation Summary**

	<b>Existing Zoning (PO)</b>	<b>Existing Zoning (RD)</b>	<b>Total Existing Zoning</b>
<b>ITE Code</b>	General Office Building (710)	Single-Family Residential (210)	
<b>Size</b>	24,784 sq ft	20 Units	
<b>AM Peak Hour Trips</b>	63	24	87
<b>In</b>	55	6	61
<b>Out</b>	8	18	26
<b>PM Peak Hour Trips</b>	106	25	131
<b>In</b>	18	16	34
<b>Out</b>	88	9	97
<b>Weekday Daily Trips</b>	455	239	694



**Table 2  
Proposed Zoning  
Traffic Generation Summary**

	<b>Proposed Zoning (C-2)</b>
<b>ITE Code</b>	Supermarket (850)
<b>Size</b>	37,984 sq ft
<b>AM Peak Hour Trips</b>	129
<b>In</b>	80
<b>Out</b>	49
<b>PM Peak Hour Trips</b>	380
<b>In</b>	194
<b>Out</b>	186
<b>Weekday Daily Trips</b>	3,934



**Table 3**  
**Comparison of**  
**Existing and Proposed Zoning**

	Existing Zoning	Proposed Zoning	Difference in Zoning
<b>AM Peak Hour Trips</b>	87	129	+42
<b>In</b>	61	80	+19
<b>Out</b>	26	49	+23
<b>PM Peak Hour Trips</b>	131	380	+249
<b>In</b>	34	194	+160
<b>Out</b>	97	186	+89
<b>Weekday Daily Trips</b>	694	3,934	+3,240



## FINDINGS

The traffic generation comparison for the requested rezoning of 4.36 acres of the 11.2 acres was conducted with the assumption that the west 4.68 acres would remain as Commercial (C-2) and the east 2.17 acres would remain as Residential (RA).

The total trips generated by rezoning the existing 1.81 acres of Professional Office (PO) and 2.55 acres of Multi-Family Residential (RD) to a total of 4.36 acres of Commercial (C-2) zoning is expected to increase the total trips from this property. It is projected that the volumes will increase by 42 trips during the AM peak hour, 249 trips during the PM peak hour, and 3,240 trips during a weekday.

## SIGHT DISTANCE

There does not appear to be any sight distance issues with the property on Saginaw Highway or Newton Road; however, as the driveway locations have yet to be determined, the sight distance should be reviewed again when the driveway locations are identified.

## CONCLUSIONS

A summary of the findings of this study are listed as follows:

- The traffic volumes generated by the proposed rezoning category, Commercial (C-2), compared to the trips generated by the existing Professional Office (PO) and Multi-Family Residential (RA), are expected to increase the total trips from this property.



CHARTER TOWNSHIP OF MERIDIAN

MEMORANDUM

TO: Planning Commission

FROM:   
Gail Oranchak, AICP  
Principal Planner

DATE: October 6, 2016

RE: Master Plan Update

For discussion during the October 10, 2016 work session are the attached draft Executive Summary, Legal Basis and Architectural Standards "call-out" prepared by Vice-Chair Jackson and Commissioner Van Coevering, Chair Scott-Craig and Commissioner Lane respectively.

Attachments

1. Draft Executive Summary
2. Draft Legal Basis
3. Draft Architectural Standards "call-out"



# Meridian

C H A R T E R T O W N S H I P

## Executive Summary

The Charter Township of Meridian 2016 Master Plan represents the vision, values, goals and objectives for the future of the Township. The Master Plan is for Meridian residents, future residents, neighboring communities, schools and developers. This plan will help guide policy making decisions of elected officials and boards and commissions.

The Master Plan is focused on preserving and enhancing the best characteristics of the Township while making the most of opportunities that come with new development.

The Master Plan goals are as follows:

- *Preserving and strengthening residential neighborhoods*
- *Preserving open space and natural areas*
- *Enhancing the viability of Township businesses*
- *Maintain and expand a diverse park system*
- *Maintain essential public services*
- *Provide and support an efficient, safe and environmentally sensitive multi-modal transportation network*
- *Promote efficient and sustainable growth principles and alternative energy township wide*

The content of the plan outlines in detail the important strategies that will allow the Township to meet our goals and be the Community of Choice.

The Master Plan was updated with input from the public, developers, schools, neighboring communities, and elected officials. It promotes the most efficient use of land possible for a 21<sup>st</sup> century Meridian Township. Most notably, the Plan proposes the consolidation and simplification of Future Land Use Map (FLUM) categories, the introduction of "Potential Intensity Change Areas" (PICA), and adoption of an Urban Services Boundary (USB).

Modernization of the Future Land Use Map categories acknowledges the importance of reducing distinctions among related land uses for purposes of flexibility in decision making, inclusion and integration of land uses. The zoning ordinance then assumes its role as the primary tool for implementing the Master Plan.

Specifically, this FLUM calls for reductions in the number of single-family residential land use categories to 3. The first FLUM category, R1, groups very-low density zoning districts, the second R2 groups low, low-medium and medium density residential zoning districts, and R3 groups medium and high density single family residential zoning districts and with one, one and two family residential zoning district. All strictly multiple-family zoning districts are grouped into a single multi-family land use category, MR.

This consolidation, simplification process should support infill development in residential land use categories as well as the integration of a wider range of housing opportunities in all residential land use categories. The strategy also promotes more flexible land use options for development by expanding the zoning district options covered by a single FLUM category.

A single "Commercial" category includes the three, C-1, C-2 and C-3, zoning districts plus the professional office (PO) and the commercial recreational (CR) zoning districts.

The Business/Technology land use category, would represent areas appropriate for professional office (PO), research park (RP), and/or the light industrial (I) zoning district, representing a mixing of uses.

The Mixed-Use PUD, FLUM category, is designed to facilitate the use of either the MUPUD or C-PUD overlays in all available zoning districts

The Mixed Use Core, is an entirely new land use category for the Township, creating a new type of neighborhood and transforming primarily commercial areas into mixed use neighborhoods combining Smart Growth, compact development and multimodal transportation amenities to the mix. This category applies to all three "Potential, Intensity Change Area" (PICA) locations: Haslett, Okemos which includes the Meridian Mall and properties on the south side of Central Park Drive, and Carriage Hills. Described as the "primary areas of future growth within the Township" these three areas are targeted for redevelopment and revitalization as Town Center type neighborhoods characterized by compact design, clustered and higher density housing, walkable and multi-modal streetscapes. All of this in close proximity to clustered neighborhood, and community services, amenities and resources.

An Urban Service Boundary promotes efficiency by directing development to areas where public services are in place or nearby, in this case the western two-thirds of the Township. Thus, the eastern one-third will be preserved as an expansion area once redevelopment and infill have been exhausted within in the urban services area.

Ultimately, this Master Plan directs Meridian Township to a simpler, though well described Zoning Plan, calling for adoption of a new type of land use and redefined land use categories which promote better mixing and integration of residential options and housing types within other compatible zoning categories thus mixing uses more compactly and efficiently.

Adoption of this Master Plan supports the redesign of our land use philosophy, our land use policies and planning strategies to incorporate managed, Smart Growth through more compact, pedestrian scaled, walk-able design elements.

Adoption should be followed by amending the zoning ordinance and zoning maps, by preparing a form-based code or codes for the three PICA areas, and consolidating and simplifying all zoning districts, while integrating the new districts and the expanded options into the fabric of the township through more and

better connection with other neighborhoods, amenities and resources via carefully designed transportation, transit, pathways, trails and communication systems.

Finally, the master plan prescribes new tools for managing our progress towards the ultimate goals and objectives of this plan. By adopting a prescribed plan for evaluating projects and activities against our targeted achievements we become more efficient and effective at planning, as well as, moving closer to adopting form based code for future development in Meridian Township.

## Legal Basis for a Master Plan

The Michigan Planning Enabling Act of 2008, as amended, expressly authorizes local units of government to engage in planning and zoning. For communities to engage in planning, a Planning Commission must be appointed. The Michigan Planning Act requires the Planning Commission "Make careful and comprehensive surveys and studies of present conditions and future growth within the planning jurisdiction with due regard to its relation to neighboring jurisdictions." The Township Board of Meridian Township has asserted the right to approve the Master Plan and has been an active participant in the Township's Master Planning processes with the Planning Commission since 2005.

*Meridian Township has a long tradition of engaging in thoughtful planning for the future development of the community.*

The Master Plan, as the official land use policy document of the Meridian Township Board and Planning Commission, establishes a cohesive decision-making strategy for the community. The Plan provides a statement of the Township's plans and policies for future development and redevelopment. The Plan considers the social, economic and environmental conditions that currently prevail. It promotes development and redevelopment consistent with community goals, and tries to anticipate future demands for facilities and services. Additionally, the Plan allows the Township to make decisions, spend funds, and assess programs and services in an informed and rational manner.

The Meridian Township 2016 Master Plan presents the Township's vision for the future. It serves as a policy guide for the community, and will inform the decisions of Township officials and administrators, governmental agencies, organizations, and private individuals. It is designed to provide a flexible roadmap for future development and to ensure that new growth is consistent with the Township's goals and objectives. This 2016 Master Plan is long range in that it examines past trends and envisions development possibilities for the next five to 20 years. This allows the Township to plan ahead and anticipate future needs. One of the most important functions of the Plan is to provide a solid foundation for future land use decisions. The recommendations presented in the text and shown graphically the maps will provide a legal basis for zoning and other land use controls utilized by the Township.

This Master Plan has roots in a long-standing history in Meridian Township of concern for high quality land use and community planning. The Township's planning and zoning program was initiated in 1948, when the Township adopted its first zoning ordinance. The 1948 zoning ordinance was superseded by ordinances adopted in 1960, and 1963. The Township's first Comprehensive Development Plan was adopted in 1970, and a major revision to the 1963 zoning ordinance occurred in 1972. The future land use map was revised in 1974, and in 1987 and 1993 both the text and map were updated. Between 1993 and today, the text and map were amended many times to reflect changing conditions and policies thus keeping the Plan up-to-date. The zoning ordinance has also been amended during these years to keep pace. A re-codification took place in 2002. The last Master Plan update was completed in 2005.

(Photo needed. Do we have any photos from the May 2015 Public Input Session showing community involvement in the planning process? )

**ARCHITECTURAL STANDARDS  
CALL-OUT BOX**

Meridian Township aspires to apply specific architectural standards to new building development. The general architectural standards contained herein, while providing reasonable exterior façade material alternatives, seeks to promote the use of high quality materials that will minimize maintenance, enhance property values, promote an architectural style that is harmonious with adjacent structures and sensitive to the natural environment, and provide a recognizable Township identity that will foster and thereafter preserve a desirable aesthetic character.