



## AGENDA

CHARTER TOWNSHIP OF  
MERIDIAN  
TOWNSHIP BOARD  
REGULAR MEETING  
April 5, 2016  
6:00 P.M.



1. CALL MEETING TO ORDER\*
2. PLEDGE OF ALLEGIANCE/INTRODUCTIONS
3. ROLL CALL
4. PRESENTATION
5. PUBLIC REMARKS\*
6. TOWNSHIP MANAGER REPORT
7. BOARD COMMENTS & REPORTS
8. APPROVAL OF AGENDA
9. CONSENT AGENDA (SALMON)
  - A. Communications
  - B. Minutes - March 15, 2016 Regular Meeting
  - C. Bills
  
10. QUESTIONS FOR THE ATTORNEY
11. HEARINGS (CANARY)
12. ACTION ITEMS (PINK)

\*\*Public Comment

  - A. Environmental Commission Appointment
  - B. Celebrate Meridian Liquor License
  
13. BOARD DISCUSSION ITEMS (ORCHID)

\*\*Public Comment

  - A. Rezoning #16-14060 (Meridian Hospitality, LLC) – Amend Condition of Rezoning #14060
  - B. Rezoning #16010 (Provision Living)
  - C. Travel Expense Policy
  - D. Employee Appreciation Compensation
  - E. ACD.net
  - F. Medical Marihuana
  - G. MUPUD Review Process
  
14. FINAL PUBLIC REMARKS\*
15. FINAL BOARD MEMBER COMMENT
16. ADJOURNMENT
17. POSTSCRIPT – RONALD J. STYKA

**\*PUBLIC REMARKS (Any topic - 3 minutes per person)**

**\*\*PUBLIC COMMENT (Agenda item specific - 3 minutes per person)**

*Individuals with disabilities requiring auxiliary aids or services should contact the Meridian Township Board by writing or calling the following; Township Manager Frank L. Walsh, 5151 Marsh Road, Okemos, MI 48864-1198 (517-853-4258) – Ten Day Notice is Required.*

*Meridian Charter Township: 5151 Marsh Road, Okemos, MI 48864-1198, (517) 853-4000 Township Hall Room;  
[www.meridian.mi.us](http://www.meridian.mi.us)*

\* Appointment of President Pro Tem and/or Temporary Clerk if necessary

***Meridian Township exists to create a sustainable community through the most effective use of available resources that achieve the highest quality of life.***

TOWNSHIP BOARD REGULAR MEETING COMMUNICATIONS, APRIL 5, 2016

(1) Board Information (BI)

- BI-1 Valerie Campbell, Capital Area Transportation Authority (CATA), 4615 Tranter Street, Lansing; RE: Email exchange with Rhonda Bueche concerning the proposed Bus Rapid Transit (CATA/BRT)
- BI-2 Sherry Martin, 4137 Trillium Court, Okemos; RE: Email exchange with Debbie Alexander concerning the proposed Bus Rapid Transit (CATA/BRT)
- BI-3 Madeline Brixie Schaetzl, 173 Spartan Avenue, East Lansing; RE: BRT
- BI-4 Emma Henry, 338 Kipling Avenue, Lansing; RE: CATA/BRT
- BI-5 Shawn Riley, 4154 Shoals Drive, Okemos; RE: CATA
- BI-6 Steve Vagnozzi, 2144 Woodfield Road, Okemos; RE: Feedback from the March 22, 2016 BRT Meeting
- BI-7 Kathy DeVito, 470 Chimney Oaks, Okemos; RE: March Meeting/BRT Community Conversation

(2) Regional Linkage (RL)

- RL-1 Debbie Alexander, Assistant Executive Director, CATA, 4615 Tranter Street, Lansing; RE: Information requested at the March 22, 2016 BRT Community Conversation
- RL-2 Patrick E. Lindemann, Ingham County Drain Commissioner, 707 Buhl Avenue, Mason; RE: Notice of Meeting to Hear Objections to the Drain Project for the Daniels Drain Drainage District

(3) Staff Communications (SC)

- SC-1 Director of Parks and Recreation LuAnn Maisner; RE: Park Commission recommendations for the Pedestrian-Bicycle Pathway Master Plan

**CLERK'S OFFICE  
BOARD COMMUNICATIONS  
APRIL 5, 2016**

**Board Information (BI)**

## Sandy Otto

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**From:** Valerie Campbell <VCampbell@cata.org> on behalf of Debbie Alexander <DWAlexander@cata.org>  
**Sent:** Friday, March 18, 2016 3:14 PM  
**To:** Rhonda Bueche; Board; legogg@meridian.mi.us; senator@peters.senate.gov; Brett Dreyfus; SamSingh@house.mi.gov; Milton Scales; John Veenstra; Frank Walsh; reception@mitcrpc.org; parsonsb@michigan.gov; kjdevito@comcast.net; Rick.snyder@michigan.gov; Rich Baum; M108MBima@mail.house.gov; council@lansingmi.gov; info; AYERSG@michigan.gov; Christine Beavers; Sherry Martin; barb sam; bobbie; Janet Sinclair; wilson@meridian.michigan.us; Gail Doolittle; council@cityofeastlansing.com; Debbie Alexander; Julie Brixie; Senator Stabenow Debbie  
**Cc:** Gus Breymann; barbbengtson@gmail.com; Arturo CRNA (jake41496@msn.com) Rodriguez; Christine Beavers  
**Subject:** RE: Lansing area Capital Area Transit Authority proposed Bus Rapid Transit (CATA/BRT)

Dear Rhonda,

Thank you for taking the time to provide feedback to CATA regarding the BRT project. Since project planning started in 2009, CATA has collected and incorporated many ideas from the community, which will ensure that this transportation initiative – should it move forward – reflects the wants and needs of the majority in impacted areas.

We understand that not everyone will want a regional Bus Rapid Transit system to come to the Lansing area. However, we are working to ensure that people are adequately informed so that they have the opportunity to agree or disagree based on facts. To that point, we want to clarify some inaccuracies cited in your letter.

First, this project is included in the Tri-County Regional Planning Commission's 2035 Long Range Plan as well as the more recent 2040 Long Range Plan (mentioned on numerous occasions but discussed at length on pages 151-154 in Chapter 8). The Transportation Improvement Program is reserved for fiscally constrained projects, meaning it must be reasonable to expect that the funding sources outlined in the financial plan will be available. Having recently reached this milestone, we expect the CATA BRT project will be moved into the TIP in the next few months. CATA has worked closely with TCRPC on this project since its inception in 2009, and the TCRPC Board has voted to include the project in its long-range plan. In addition to the plans mentioned above, the project is also included in the following regional and statewide plans:

- Regional Transit Mobility Plan (page 19)
- Transportation Development Plan (pages 39-40)
- Unified Work Program (pages 4, 21, and 34)
- Michigan Department of Transportation 2016-2020 Five-Year Transportation Program (page 10)
- The Capitol Corridor Report (throughout the document)

Second, while it is true that in the early planning stages the project cost was estimated at \$194 million, those costs have since been substantially reduced based on further design and engineering work. The current estimate for construction of the BRT is \$133 million.

Third, the project financing is known. As stated above, CATA has developed a financial plan in partnership with numerous project stakeholders, which is now considered fiscally constrained. The plan can be found on our

website: [www.cata-brt.org/public-information](http://www.cata-brt.org/public-information), under BRT Design and Economic Development Information. Select 030316 CATA BRT Revised Design Concept Plan.

Fourth, Route 1 is CATA's highest ridership route and accounts for roughly 10 percent of annual ridership or nearly 1.7 million trips. Local media have documented the overcrowding that often occurs on this route, which is supported by our ridership data.

Finally, we want to point out that this project relies on public involvement. In fact, the alignment was designed based on input gathered during the design charrette in 2014. Before and since then, there have been numerous public open houses and informational meetings, including about 30 presentations at various community meetings hosted by organizations across the tri-county region.

Additionally, we have received an overwhelming show of support ranging from casual comments to official letters, all of which reinforce the basic principles that first sparked the project in 2009, including:

- Meeting the increasing demands on the transportation network
- Supporting economic growth and prosperity
- Making the transportation network safer for all modes
- Improving regional connectivity
- Improving access to employment, health care, shopping, and education

The BRT will replace CATA's busiest route and deliver to residents of all income levels a world-class transportation system, connecting residents to civic institutions, health care, jobs, education, housing, shopping, and entertainment. It will improve speed and reliability for transit riders. By removing buses from automobile lanes, the BRT will enhance travel conditions for drivers. The project is supported by an incredible amount of data, public input, and the expertise of highly knowledgeable, experienced and capable transit and planning professionals. While we can't always find studies that perfectly replicate our region's unique environment, we believe that the wealth of research documenting the impacts of BRT and medians is applicable to our project. If the concerns you raised in your March 12 email stem from verifiable data or research, we would appreciate the opportunity to consider them for inclusion in our overall findings. CATA is committed to continuing to involve the public and clearing up misconceptions. Armed with facts, we invite you to take another look at the project.

Additional information on the CATA BRT, including supporting research, project updates, and answers to frequently asked questions can be found at [www.cata-brt.org](http://www.cata-brt.org).

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**From:** Rhonda Bueche [mailto:rbueche@comcast.net]

**Sent:** Saturday, March 12, 2016 10:37 PM

**To:** board@meridian.mi.us; legogg@meridian.mi.us; senator@peters.senate.gov; dreyfus@meridian.mi.us; SamSingh@house.mi.gov; scales@meridian.mi.us; veenstra@meridian.mi.us; walsh@meridian.mi.us; reception@mitcrpc.org; parsonsb@michigan.gov; kjdevito@comcast.net; Rick.snyder@michigan.gov; Rich Baum; M108MBima@mail.house.gov; council@lansingmi.gov; info; AYERSG@michigan.gov; Christine Beavers; Sherry Martin; barb sam; bobbie; Janet Sinclair; wilson@meridian.michigan.us; Gail Doolittle; council@cityofeastlansing.com; Debbie Alexander; Julie Brixie; Senator Stabenow Debbie

**Cc:** Gus Breymann; barbbengtson@gmail.com; Bueche Rhonda; Arturo CRNA (jake41496@msn.com) Rodriguez; Christine Beavers

**Subject:** Lansing area Capital Area Transit Authority proposed Bus Rapid Transit (CATA/BRT)

Good Day Congressman Mike Bishop, Senator Debbie Stabenow, Senator Gary Peters, Governor Rick Snyder, Representative Sam Singh, Mayor Mark Meadows, Meridian Township Board Members, Michigan Department of Transportation Members, Lansing City Council Members, East Lansing City Council Members, Tri-County Regional Planning Commission, Capital Area Transit Authority

members, Concerned Business Owners and Citizens;

I work as a nurse anesthetist and am a student in the field of public health. I have long been a strong proponent of enhanced connectivity, accessible, multi-modal, affordable public transportation to improve the quality of life for all. I am writing on behalf of concerned business owners and citizens, like myself, who are adamantly opposed to the proposed \$200 million Capital Area Transit Authority/ Bus Rapid Transit (CATA/BRT) plan.

Myself and a few other citizens and a business owners attended and spoke against the CATA/BRT at the Jan. 26, 2016 publicly televised Meridian Township meeting.

The CATA/BRT proposed plan does not benefit or fit the needs of the state. The CATA/BRT project is not aligned with the State Transportation Improvement Program's federal planning document in request of federal aid.

This project is not a Transportation Improvement Program as it does not meet regional transportation needs, it only duplicates them. It is very controversial in many respects including but not limited to: unknown project financing; lack of CATA financial transparency; unsubstantiated benefits; lack of project factual credibility; traffic congestion; blockage of business access; rebuilding of an underutilized pre-existing bus route; lack of increase in user accessibility; lack of increase in transportation destination points; lack of increase in transportation distance; public unawareness; public disapproval; and fiscal irresponsibility. None of the financing listed on the Tri-County Regional Planning Commission website by CATA for the "Financial Plan for BRT Construction" could be confirmed by Ms. Alexander, CATA representative, nor any other specific funding, when specifically requested at the Meridian Township meeting. In fact, CATA did not receive the federal grant it applied for regarding this BRT project.

The Tri-County traffic studies, surveys, meeting, results and goals posted on the Tri-County Regional Planning Commission website directly states a much less expensive, and more efficient transportation system needs to be structured by simply improving and increasing the accessibility of the existing CATA bus system; by increasing distance and destination points, resulting in more widespread usage and decreased traffic congestion, definitely not a BRT system. This and other information are listed plainly on the website and are being vehemently ignored by CATA. The Department of Transportation Federal Highway Authority and Federal Transit Authority is currently studying Detroit as a recipient of the "Smart City Challenge" grant, ([www.transportation.gov/smartcity](http://www.transportation.gov/smartcity)). If planning an investment in transportation services, a prudent idea would be to expand services with a connection of the bus transportation to Detroit, so that we can improve the economics of the city of Lansing, contributing to the lives of citizens and businesses, giving alternatives to work, education and residence while enhancing the Lansing area to Detroit, without contributing to the already existing 'Brain Drain' and economic stagnation. The CATA/BRT is not a Tri-County plan, and should not be on the Tri-County Planning Commission drawing board, it is not even a county plan, it is simply a outrageously expensive project for a pre-existing 8 miles of a local CATA bus route.

Due to the seriousness of this issue at the Jan 26th meeting, the Meridian Township Board wisely deemed it necessary to hold another meeting, to specifically discuss this issue and insured the public would be informed well in advance of this meeting. Unfortunately the public is not aware of this upcoming meeting as there has not been any public announcement, nor has it appeared in the papers, nor on the Meridian Charter Township website.

The meeting is presently scheduled to be held by the Meridian Township Board to discuss this issue March 22, 2016 at 6:00pm.

I wrote a letter to the Meridian Township Board prior to the Jan. 26th meeting, and received a response from Mr. Scales and Ms. Wilson and Mr. Veenstra. Others have written letters and received response from Mr. Dreyfus. Myself and others are most appreciative that they expressly value the opinion of business owners and citizens whom they represent, and respect their position of fiscal responsibility.

Ms. Julie Brixie, Meridian Township Treasurer, and CATA Board Member, forwarded my letter to CATA/BRT representative Ms. Debra Alexander. Following, I received a email letter from Ms. Debra Alexander, citing references for the CATA position. Upon researching these references, I found them to be factually inapplicable to the CATA/BRT, as they were taken out of context and did not give evidence of positive economic, environmental or improved transportation to the Lansing area, as the CATA/BRT proposal purported.

I have included these 3 letters as attachments below: my Jan. 26th original letter to the Meridian Board; the letter from CATA rep., Ms. Alexander, and my researched response. I hope you will read these and research this project in it's entirety, as well as take into consideration the many other citizens this project impacts, in order to reveal the truth, and realize this money should be better utilized on other projects to help those in need and promote Michigan's economic and national growth.

Sincerely,

Rhonda Bueche

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BI-1  
(page 3 of 3)  
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## Sandy Otto

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**From:** Sherry and Kirk Martin <sherryandkirk@gmail.com>  
**Sent:** Sunday, March 20, 2016 1:17 PM  
**To:** 'Debbie Alexander'; 'Rhonda Bueche'; Board; legogg@meridian.mi.us; senator@peters.senate.gov; Brett Dreyfus; SamSingh@house.mi.gov; Milton Scales; John Veenstra; Frank Walsh; reception@mitcrpc.org; parsonsb@michigan.gov; kjdevito@comcast.net; Rick.snyder@michigan.gov; 'Rich Baum'; M108MBima@mail.house.gov; council@lansingmi.gov; 'info'; AYERSG@michigan.gov; 'Christine Beavers'; 'barb sam'; 'bobbie'; 'Janet Sinclair'; wilson@meridian.michigan.us; 'Gail Doolitte'; council@cityofeastlansing.com; Julie Brixie; 'Senator Stabenow Debbie' 'Gus Breymann'; barbbengtson@gmail.com; 'Arturo CRNA Rodriguez'; 'Christine Beavers'  
**Cc:**  
**Subject:** RE: Lansing area Capital Area Transit Authority proposed Bus Rapid Transit (CATA/BRT)

Dear Ms. Alexander:

While I sincerely appreciate your letter, I continue to iterate that this project is unnecessary and a misuse of taxpayer funds.

In your own words below you state "The BRT will replace CATA's busiest route." Your statement confirms my belief that the BRT is not needed. Currently, this "busiest" route regularly sends CATA buses up and down the corridor empty, or half empty. I travel this route almost daily. I have, and will continue to, document the dates, times and bus numbers that regularly roll into Meijer, the Meridian Mall and numerous other locations with 0 to 6 people on them. Just last night at 6:17pm two Route 1 buses ran almost simultaneously westbound on Grand River from the Meridian Mall area, and yes, one was empty and the other had 3 people on it! This scenario is not the exception, it is in fact the rule.

In summary, we do not need "street scapes," medians, more excess capacity, or any of the other "opportunities" that have so far been loosely projected. What we need is a CATA system that is operated less expensively, and we need repair and maintenance of the our other pubic infrastructures already in place.

Sincerely,

Sherry Martin

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**From:** Valerie Campbell [mailto:VCampbell@cata.org] **On Behalf Of** Debbie Alexander  
**Sent:** Friday, March 18, 2016 3:14 PM  
**To:** Rhonda Bueche <rbueche@comcast.net>; board@meridian.mi.us; legogg@meridian.mi.us; senator@peters.senate.gov; dreyfus@meridian.mi.us; SamSingh@house.mi.gov; scales@meridian.mi.us; veenstra@meridian.mi.us; walsh@meridian.mi.us; reception@mitcrpc.org; parsonsb@michigan.gov; kjdevito@comcast.net; Rick.snyder@michigan.gov; Rich Baum <rpbhtdesign@aol.com>; M108MBima@mail.house.gov; council@lansingmi.gov; info <info@cata.org>; AYERSG@michigan.gov; Christine Beavers <cgbeav777@gmail.com>; Sherry Martin <sherryandkirk@gmail.com>; barb sam <barb\_sam@hotmail.com>; bobbie <bobbielane@wowway.com>; Janet Sinclair <jksesquire@gmail.com>; wilson@meridian.michigan.us; Gail Doolitte <do05732@gmail.com>; council@cityofeastlansing.com; Debbie Alexander <DWAlexander@cata.org>; Julie Brixie <brixie@meridian.mi.us>; Senator Stabenow Debbie <senator@stabenow.senate.gov>

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APR 05 2016

Cc: Gus Breymann <gusbreymann@comcast.net>; barbbengtson@gmail.com; Arturo CRNA (jake41496@msn.com) Rodriguez <jake41496@msn.com>; Christine Beavers <cgbeav777@gmail.com>

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Dear Rhonda,

Thank you for taking the time to provide feedback to CATA regarding the BRT project. Since project planning started in 2009, CATA has collected and incorporated many ideas from the community, which will ensure that this transportation initiative – should it move forward – reflects the wants and needs of the majority in impacted areas.

We understand that not everyone will want a regional Bus Rapid Transit system to come to the Lansing area. However, we are working to ensure that people are adequately informed so that they have the opportunity to agree or disagree based on facts. To that point, we want to clarify some inaccuracies cited in your letter.

First, this project is included in the Tri-County Regional Planning Commission's 2035 Long Range Plan as well as the more recent 2040 Long Range Plan (mentioned on numerous occasions but discussed at length on pages 151-154 in Chapter 8). The Transportation Improvement Program is reserved for fiscally constrained projects, meaning it must be reasonable to expect that the funding sources outlined in the financial plan will be available. Having recently reached this milestone, we expect the CATA BRT project will be moved into the TIP in the next few months. CATA has worked closely with TCRPC on this project since its inception in 2009, and the TCRPC Board has voted to include the project in its long-range plan. In addition to the plans mentioned above, the project is also included in the following regional and statewide plans:

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Third, the project financing is known. As stated above, CATA has developed a financial plan in partnership with numerous project stakeholders, which is now considered fiscally constrained. The plan can be found on our website: [www.cata-brt.org/public-information](http://www.cata-brt.org/public-information), under BRT Design and Economic Development Information. Select 030316 CATA BRT Revised Design Concept Plan.

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Finally, we want to point out that this project relies on public involvement. In fact, the alignment was designed based on input gathered during the design charrette in 2014. Before and since then, there have been numerous public open houses and informational meetings, including about 30 presentations at various community meetings hosted by organizations across the tri-county region.

Additionally, we have received an overwhelming show of support ranging from casual comments to official letters, all of which reinforce the basic principles that first sparked the project in 2009, including:

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- Meeting the increasing demands on the transportation network
- Supporting economic growth and prosperity
- Making the transportation network safer for all modes
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Additional information on the CATA BRT, including supporting research, project updates, and answers to frequently asked questions can be found at [www.cata-brt.org](http://www.cata-brt.org).

**From:** Rhonda Bueche [<mailto:rbueche@comcast.net>]

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**To:** [board@meridian.mi.us](mailto:board@meridian.mi.us); [legogg@meridian.mi.us](mailto:legogg@meridian.mi.us); [senator@peters.senate.gov](mailto:senator@peters.senate.gov); [dreyfus@meridian.mi.us](mailto:dreyfus@meridian.mi.us); [SamSingh@house.mi.gov](mailto:SamSingh@house.mi.gov); [scales@meridian.mi.us](mailto:scales@meridian.mi.us); [veenstra@meridian.mi.us](mailto:veenstra@meridian.mi.us); [walsh@meridian.mi.us](mailto:walsh@meridian.mi.us); [reception@mitcrpc.org](mailto:reception@mitcrpc.org); [parsonsb@michigan.gov](mailto:parsonsb@michigan.gov); [kjdevito@comcast.net](mailto:kjdevito@comcast.net); [Rick.snyder@michigan.gov](mailto:Rick.snyder@michigan.gov); Rich Baum; [M108MBima@mail.house.gov](mailto:M108MBima@mail.house.gov); [council@lansingmi.gov](mailto:council@lansingmi.gov); info; [AYERSG@michigan.gov](mailto:AYERSG@michigan.gov); Christine Beavers; Sherry Martin; barb sam; bobbie; Janet Sinclair; [wilson@meridian.michigan.us](mailto:wilson@meridian.michigan.us); Gail Doolittle; [council@cityofeastlansing.com](mailto:council@cityofeastlansing.com); Debbie Alexander; Julie Brixie; Senator Stabenow Debbie

**Cc:** Gus Breymann; [barbbengtson@gmail.com](mailto:barbbengtson@gmail.com); Bueche Rhonda; Arturo CRNA ([jake41496@msn.com](mailto:jake41496@msn.com)) Rodriguez; Christine Beavers

**Subject:** Lansing area Capital Area Transit Authority proposed Bus Rapid Transit (CATA/BRT)

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Sincerely,

Rhonda Bueche

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BI-2  
(page 4 of 4)  
APR 05 2016

**Sandy Otto**

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**From:** Schaetzi, Madeline Brixie <maddy@msu.edu>  
**Sent:** Monday, March 21, 2016 12:11 PM  
**To:** Board  
**Subject:** BRT

Dear Meridian Board,

I am a student at Michigan State University and I think Meridian Township should be supporting the Bus Rapid Transit. The routes are long and I would appreciate it if they were much shorter and come more frequently. A lot of my friends and I do not have cars and rely on the bus system for transportation, as well as realize that it is helpful to the environment. Grand River is scary without a car especially if you're walking or biking. Medians would be a huge improvement for this street. The Lansing Region needs a better mass transit system than we have today. Many other big cities have much better and more reliable transportation and with all of the changes the area has gone under recently to give it a better "city" vibe, we need the BRT to continue that. Please help Okemos and Lansing by supporting the BRT.

Thank you,

Madeline Schaetzi

173 Spartan Ave, East Lansing, 48823

APR 05 2016

BI-3

APR 05 2016

**Sandy Otto**

---

**From:** Emma Henry <emma.henry33@gmail.com>  
**Sent:** Monday, March 21, 2016 12:41 PM  
**To:** Board  
**Subject:** CATA BRT

Dear Meridian Township Board,

We need the BRT. Please do everything you can to help build it. I currently drive my car from the Eastside of Lansing most of the time, but if the bus system was better and more reliable, I would be more excited to take the bus to locations around the area. We need shorter travel times and more frequent buses. Make me proud of my hometown and help improve mass transit. This would really improve the entire region for my generation of college students as well as young professionals. I am devoted to the redevelopment of the entire corridor and would appreciate you working as hard as possible to help this project move forward.

Thank you,

Emma Henry  
338 Kipling Ave, Lansing, MI 48912

APR 05 2016

BI-4

APR 05 2016

**Sandy Otto**

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**From:** Shawn Riley <rileysh2@gmail.com>  
**Sent:** Monday, March 21, 2016 9:38 PM  
**To:** Board  
**Subject:** CATA

Greetings,

I am unable to make the Tuesday , March 22, 2016 Town Board meeting but want to write to express my support for CATA. I know very well that public transportation is the best example of the free rider phenomena (literally and figuratively) and I shake my head every time I pay taxes. Nonetheless, I firmly believe a vibrant public transportation system is a necessary component of a thriving and inviting community.

Although I don't use the bus myself (would if it was convenient to my my house), I get satisfaction each and every time I see someone waiting for the bus, which is almost everyday. I am especially pleased to see the small CATA buses that help individuals who would otherwise be home bound... that might be me someday!

I guess that falls under willingness to pay in economic lexicon from which comes "free rider."

Keep up support for CATA and go a step further to expand routes so more of us with "take the bus."

Regards,

Shawn Riley  
4154 Shoals Drive  
Okemos MI 48864

517-897-4976

APR 05 2016

BI-5

APR 05 2016

## Sandy Otto

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**From:** Steve Vagnozzi <svagnozzi@comcast.net>  
**Sent:** Thursday, March 24, 2016 10:25 AM  
**To:** Board  
**Subject:** Feedback From 3/22/16 BRT Meeting

I strongly encourage the Township Board to send a delegation to Cleveland to look at how their similar BRT system operates before reaching an official position on the CATA BRT proposal. Such a visit would allow first hand evaluation of the operational concerns raised at the above meeting. I also suggest you look at the Silver Line BRT in Grand Rapids which doesn't exclusively use dedicated lanes. I would like to add the following to my comments at this meeting:

- Adding nine more stop lights won't slow down traffic if they are properly synced with the existing ones.
- I am regularly stuck behind buses on Grand River. I have noticed that traffic flow is much better on Eastbound Grand River in front of campus than Westbound in spite of having one fewer lane because there are dedicated bus stop areas off the travel lanes.

I suggest any future public meetings on this subject be held at the Senior Center which has the ability to display presentations in a much larger size. It was extremely hard to read the wording on the TV screens due to their size. I think this added to the aggravation of the attendees.

Thanks!

Steve Vagnozzi  
517-349-4889

APR 05 2016

BI-6

APR 05 2016

**Sandy Otto**

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**From:** kjdevito@comcast.net  
**Sent:** Monday, March 28, 2016 12:12 PM  
**To:** Board  
**Subject:** March Meeting/ Communtiy Conversation

Thank you for setting up the Community Conversation with CATA meeting on March 22nd. I was not able to attend the meeting but I did watch it live and I was glad to have the ability to do so.

It seems very clear to me, from Debbie Alexander's presentation, that CATA's plan for the BRT is still up in the air and that there may never be a logical reason for such a waste of taxpayer money. It's obvious now, to all of the people who were there or who watched the meeting on television, that the BRT should go back to the drawing board. I counted 33 people who stood up and voiced their opinions. Many stood up two, three and some four times to counter what Debbie Alexander said or to make their point and to have their voices heard. Only four people were in favor of the BRT. I was told the room was packed with more than 60 people. That must have been a great turn out. At the meeting CATA held January 14th before the neighborhood watch meeting, the Township Board mentioned that there was only two people there. What a BIG difference in attendance. Do you think it is because more people, now, know what CATA is trying to PUSH or SNEAK through?

I can't tell you the number of people who were not aware of the BRT until recently and even now many more still know little or nothing about the BRT. CATA still talks about all of the open meetings that they have held since 2009 but it seems quite clear that they need to do even more to make people aware of what their plan is going forward along the Grand River and Michigan Ave. corridor.

Bottom line, in my opinion, is that 133 million dollars is still too much money for something that is not even needed. Over and over, we hear from ordinary tax paying people, that the solution is to just add more buses at the peak times. We are not clear what CATA means about peak times and where the buses become over crowded. Debbie Alexander was not clear on that either of those subjects. Does the entire length of CATA's Route 1 have to be redesigned just because some buses are full a couple times a day? Do we really need those special bus lanes and the new center stations, out in Okemos if those peak times of the day are in Lansing or in East Lansing? Even at the reduced cost of 133 million dollars this project should not happen. By the way, does that cost include the fleet of new buses with the doors on each side? I'm not sure about that either or just what the 133 million dollars covers or includes.

I personally observed three CATA buses pull into Meijer parking lot Monday, March 14th, all within ten minutes of each other, between 4:10-4:20 pm.

Here is my observation:

First bus	no one got off	four people got
on	bus barley pulled away before another bus pulled up	
Second bus	no one got off	no one got
on	bus barley pulled away before another bus pulled up	
Third bus	2 people plus an infant in a baby carrier got off	no one got on

So that is 6 or 7 people if you want to count the infant on three different buses in 10 minutes on Route 1, during what Debbie Alexander said is the new peak time. I did not notice anyone else on the bus either. I was surprised that three buses came that quickly, one after another in such a short time. I wonder how often that happens and is that the typical number of people riding at that time. If so, it

does not match up to the number of riders CATA keeps quoting. Over and over, people in the Okemos area keep saying that the Route 1 buses are running empty or nearly empty. We now are watching and paying attention to the buses running along Grand River.

March 11th while walking and passing out flyers about the March 22nd meeting to the businesses along Grand River between 1-4 pm we noticed many empty or nearly empty buses some passing the bus stops because no one was at the bus stops. Our granddaughter said the same thing when talking to her about the new proposed plan " full buses, when are they full?, the buses are empty when I see them driving down Grand River".

The statistics that CATA uses do not reflect the ridership of Meridian Township. We all know that. We also know that the cities of Okemos, East Lansing and even Lansing are not and hopefully will never be the size of the cities that are used in the studies that CATA continually references. If any of you board members have ever been to the Cleveland Clinic you probably noticed that, even though Sparrow Hospital is a wonderful hospital, it's not a Cleveland Clinic, so that comparison doesn't really make sense to me. You don't need a BRT bus system to get to Sparrow Hospital at all. The Route 1 buses go by there many times a day, already. Thank you for providing that service, CATA.

As we all know, to be a good developer you need to be a bit of a dreamer. Those developers who look at this stretch of the M-43 corridor see lots of profit if they can just knock down those old houses and buildings along the road and put in some nice commercial buildings where the houses and buildings once were or even nice open spaces. Then, behind the commercial buildings they would love to take out even more of those homes and jamb in as many apartment buildings as they can get into the very limited space. What happened to the slow growth plan that the township once believed in? Please, don't give into the developers/dreamers plan to, some day, turn our community into something the citizens, your constituents, do not want. They are not looking out for us. You should be? What happened to saving the green space Meridian Township was once known for? That is the reason why many of us have moved here in the first place.

The notion that the Millennials do not want cars is really hard to understand if you talk to many of them. I have yet to find anyone in that age group or any age group that is willing to give up their car. The young ones I know who don't have a car yet can't wait until they can get their first car. I find it interesting that the three progressive people, as they called themselves several times that night, say that this is the way the Millennials think and that they just want to ride " mass transit " Really! Isn't getting a car one of the first dreams of most kids? Now they want " to reduce the cars off the streets" and have us ride the buses. It's hard to believe, but that is the goal as Sandy Draggio, the CEO of CATA states in a comment she made in an interview back on April 8th 2014. [www.youtube.com/v=y9ExTDipyRk](http://www.youtube.com/v=y9ExTDipyRk). It is 25 minutes long but worth watching. Listen closely as she comments on CATA's goal near the end of the interview. At that time the BRT estimated cost was 195 million dollars....

I have to agree with Trustee Brett Dryfuss and several of the community members who spoke up at the meeting, on the suggestion of changing the timing of the lights. What a simple solution at a much lower cost to effectively change the flow of traffic. It has been proven in many areas. That should be the very first step to see if that does indeed help with the congestion of traffic. Why this wasn't tried when it was suggested, many years ago, and has been ignored repeatedly is very upsetting. It seems for one reason or another CATA fails to look at any other plans or ideas.

In closing, as Meridian Township board members, you have to ask yourself what is the return on this investment? CATA isn't really clear on the time savings, the cost of the project or how it is going to

be financed or maintained after the five years of the current millage rate has expired. Yes, they have always gotten their millage's passed in the years gone by but after this big controversy, CATA shouldn't count on it being so easy anymore. Ever since, Debbie Alexander said that at this time there are no plans to raise the CATA tax, people will be paying closer attention to them. Many of us are worried that this boondoggle, as it was called at the last meeting, is just going to add to the already super subsidized public transportation system cost that each property tax paying resident of the township will have to pay each year. Some residents already pay as much as \$1,700 for their CATA taxes. You township board members will have to explain your support for this come election time.

Thank you again for putting on the meeting with CATA and allowing the community members voice their concerns to you, the Board Members, on this very important subject about the CATA/BRT.

Will there be a follow up meeting to look forward to?

Sincerely,

Kathy DeVito  
Okemos

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BI-7

(page 3 of 3)  
APR 05 2016

**CLERK'S OFFICE  
BOARD COMMUNICATIONS  
APRIL 5, 2016**

**Regional Linkage (RL)**

## Sandy Otto

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**From:** Debbie Alexander <DWAlexander@cata.org>  
**Sent:** Tuesday, March 29, 2016 12:52 PM  
**To:** Frank Walsh; Board  
**Cc:** Lane Masoud  
**Subject:** Requested Information  
**Attachments:** Traffic Signals locations Along BRT Corridor 032916.pdf; Comparison of Existing Route 1 Bus Stops to Proposed CATA Bus Rapid Transit Stations in Meridian Township.pdf

Dear Frank and member of the Meridian Township Board, at the meeting last week regarding the BRT, I was asked to provide two pieces of information. The first request was for a map showing the location of the current bus stops in Meridian Township and the location of the planned BRT stations. That map is attached. The second request was for a map showing the existing and future traffic signals. That is also attached.

I am always happy to answer any questions you might have regarding this information.

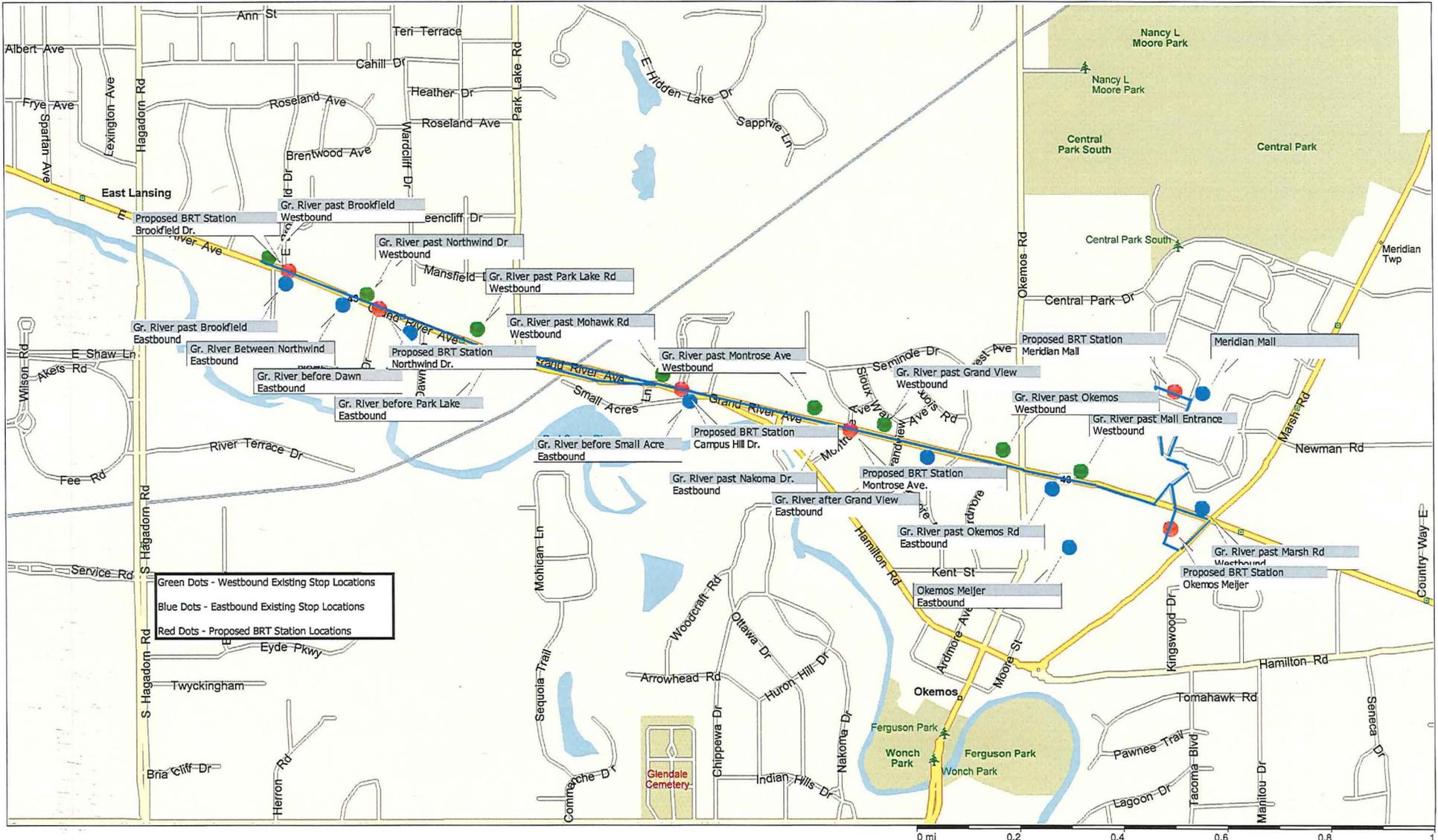
*Debra Alexander*  
Assistant Executive Director  
Capital Area Transportation Authority  
4615 Tranter Street  
Lansing, MI 48910  
517.394.1100 (office)

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RL-1

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### Comparison of Existing Route 1 Bus Stops to Proposed CATA Bus Rapid Transit Stations in Meridian Township

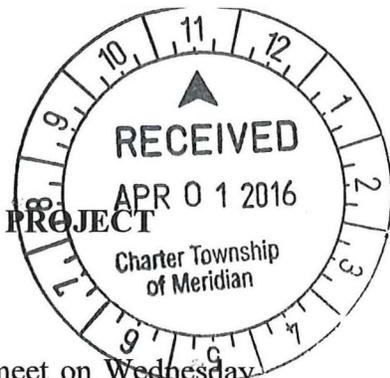


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### Traffic Signals Along BRT Corridor



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**NOTICE OF MEETING TO HEAR OBJECTIONS TO DRAIN PROJECT  
DANIELS DRAIN DRAINAGE DISTRICT**

**NOTICE IS GIVEN** that the Daniels Drain Drainage Board will meet on ~~Wednesday~~, April 20, 2016 at 5:00 p.m. at the Ingham County Human Services Building located at 5303 South Cedar Street, Conference Room D/E, Lansing, Michigan, 48911, for the purpose of hearing any objections to the proposed Daniels Drain project, and to the petition to maintain and improve the Drain as petitioned by the Charter Township of Meridian, and to the matter of assessing the cost of the drain to the designated public corporations, pursuant to Section 467 of the Michigan Drain Code, as amended, MCL 280.467. At said hearing, the public corporations or any taxpayer thereof will be entitled to be heard.

**NOTICE IS FURTHER GIVEN** that on March 2, 2016, the Drainage Board for the Daniels Drain considered the petition and made a tentative determination that the petition is sufficient, that the project is necessary for the public health, and that the proposed project is practicable; and, has made a tentative determination that the following public corporations should be assessed for the cost of the project, to wit:

- Charter Township of Meridian
- State of Michigan (for the benefit of State Highways)
- County of Ingham (for the benefit of County Roads)

**NOTICE IS FURTHER GIVEN** that after consideration of all objections to the project, the Drainage Board shall make a final determination as to the sufficiency of the petition; the practicability of the drain project; whether the drain project should be constructed; and, if so, the public corporations to be assessed. The Drainage Board shall then issue a Final Order of Determination.

Section 483 of Act No. 40, Public Acts of Michigan, 1956, as amended, provides that the Final Order of Determination shall not be subject to attack in any court, except by proceedings in certiorari brought within 20 days after the order is filed in the office of the Ingham County Drain Commissioner, the Chairman of the Drainage Board for the Daniels Drain, and that if no such proceeding shall be brought within the 20 day period, the drain shall be deemed to have been legally established and the legality of the drain shall not thereafter be questioned in any suit at law or in equity, either on jurisdictional or non-jurisdictional grounds.

Proceedings conducted at this public hearing will be subject to the provisions of the Michigan Open Meetings Act. Persons with disabilities needing accommodations for effective participation in the meeting should contact the Ingham County Drain Commissioner at (517) 676-8395 (voice) or through the Michigan Relay Center at 711 (TTY) at least 24 hours in advance of the meeting to request mobility, visual, hearing or other assistance.

Dated: March 22, 2016

Patrick E. Lindemann  
Ingham County Drain Commissioner and  
Chairperson of the Daniels Drain Drainage District

APR 05 2016  
RL-2  
APR 05 2016

**CLERK'S OFFICE  
BOARD COMMUNICATIONS  
APRIL 5, 2016**

**Staff Communications (SC)**

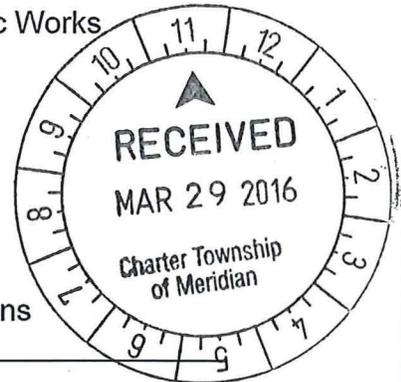
# MEMORANDUM

TO: Derek Perry, Asst. Township Manager & Director of Public Works  
Township Board

FROM:   
LuAnn Maisner, CPRP  
Director of Parks and Recreation

DATE: March 22, 2016

RE: Pedestrian-Bicycle Pathway Master Plan Recommendations



During the Park Commission's March 8, 2016 regular meeting, they discussed the Meridian Township Pedestrian-Bicycle Master Plan and make the following recommendations for additions and/or revisions:

## **TOWNER ROAD**

With the future development of Towner Road Park nearing, there is a major emphasis on creating safe, non-motorized access. Currently, a paved shoulder is indicated on the master plan for Towner Road between Marsh Road and Saginaw Highway. The Commission requests to **change the designation from paved shoulder to "off-road pathway" on the south side of the Towner Road**. This would better protect pedestrians and cyclists who are trying to access the park or future business on the Saginaw Highway corridor.

## **SIERRA RIDGE**

We are not clear how to best place this on the map but there is a need to connect Newton Road Park and Sierra Ridge Neighborhood to Towner Road Park via a cross-country trail. It may require an easement between lots in Sierra Ridge.

## **SANDER FARM NATURAL AREA**

The Township has successfully obtained approval from Michigan State University to create a trail connection through the MSU Dobie Reserve. The trail would connect Tacoma Hills Neighborhood to Dobie Road through Sander Farm Preserved Natural Area.

CHAIR WILSON MOVED, COMMISSION DESCHAINE SECONDED, TO FORWARD THE FOLLOWING PATHWAY RECOMMENDATIONS TO THE ENGINEERING DEPARTMENT AND TO THE TOWNSHIP BOARD FOR INCLUSION ON THE MERIDIAN TOWNSHIP PEDESTRIAN-BICYCLE MASTER PLAN:

1. CHANGE DESIGNATION OF PAVED SHOULDER TO "OFF-ROAD PATHWAY" ON THE SOUTH SIDE OF TOWNER ROAD BETWEEN MARSH RD AND SAGANAW HWY
2. ADD CROSS-COUNTRY TRAIL CONNECTION BETWEEN NEWTON ROAD PARK AND TOWNER ROAD PARK THROUGH SEIRRA RIDGE SUBDIVISION;
3. ADD A CROSS-COUNTRY TRAIL THROUGH THE WESTERN PORTION OF SANDER FARM PRESERVED NATURAL AREA TO THE MSU DOBIE RESERVE.

Motion passed unanimously

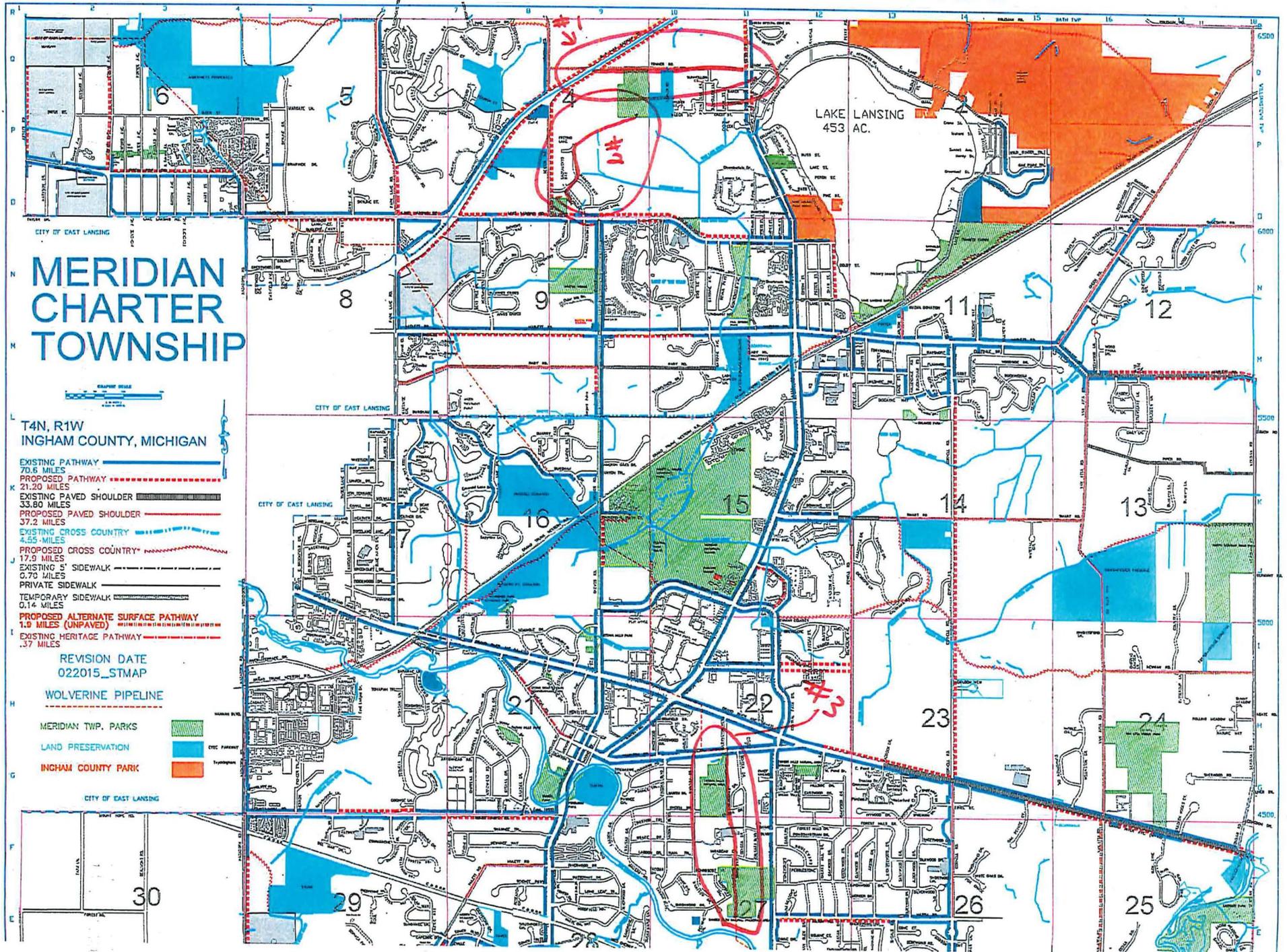
cc: Township Board  
Attachment

APR 05 2016

SC-1

APR 05 2016

# PEDESTRIAN BICYCLE PATHWAY MAP



**PROPOSED BOARD MINUTES**

PROPOSED MOTION:

Move to approve and ratify the minutes of the March 15, 2016 Regular Meeting as submitted.

ALTERNATE MOTION:

Move to approve and ratify the minutes of the March 15, 2016 Regular Meeting with the following amendment(s): [insert amendments].

**APRIL 5, 2016  
REGULAR MEETING**

CHARTER TOWNSHIP OF MERIDIAN  
TOWNSHIP BOARD REGULAR MEETING - **DRAFT** -  
5151 Marsh Road, Okemos, MI 48864-1198  
853-4000, Town Hall Room  
TUESDAY, MARCH 15, 2016 **6:00 P.M.**

PRESENT: Clerk Dreyfus, Treasurer Brixie, Trustees Scales, Styka, Veenstra, Wilson  
ABSENT: Supervisor LeGoff  
STAFF: Township Manager Frank Walsh, Assistant Township Manager/Director of Public Works and Engineering Derek Perry, Director of Community Planning & Development Mark Kieselbach, Police Chief David Hall, Fire Chief Fred Cowper, Director of Parks and Recreation LuAnn Maisner, Human Resources Director Marx

1. CALL MEETING TO ORDER

Clerk Dreyfus called the meeting to order at 6:02 P.M.

**Trustee Wilson moved to appoint Trustee Styka as Supervisor Pro Tem. Seconded by Treasurer Brixie.**

VOICE VOTE: Motion carried 5-1 (Scales).

2. PLEDGE OF ALLEGIANCE/INTRODUCTIONS

Supervisor Pro Tem Styka led the Pledge of Allegiance.

3. ROLL CALL

The secretary called the roll of the Board.

4. PRESENTATION (None)

5. PUBLIC REMARKS

Supervisor Pro Tem Styka opened Public Remarks.

Tim Potter, 4632 Van Atta Road, Okemos, spoke in support of the Department of Natural Resources (DNR) Grant Application for the Central Meridian Regional Trail Connector in Central Park and in support of moving forward with the Pathway Master Plan.

Neil Bowlby, 6020 Beechwood Drive, Haslett, addressed alleged discrepancies in Board of Water & Light's computation regarding payback for investment in the Community Solar Project. He offered a scenario for investment in the number of solar panels equal to the amount of money spent by the Township last year for streetlight bills from the Board of Water and Light. Mr. Bowlby offered his rationale for purchasing additional solar panels, as the return on investment would be substantially more than the interest earned currently in the market. He believed such action would position Meridian Township as a leader in clean, solar and alternative energy.

Bill McConnell, 4376 Manitou, Okemos, spoke in favor of the DNR Grant Applications for improvements to Central Park as well as a timeline for updating the Bicycle and Pedestrian Pathway Master Plan. He urged the Board to fill the current vacant seat on the Environmental Commission.

Supervisor Pro Tem Styka closed Public Remarks.

6. TOWNSHIP MANAGER REPORT

Upon request by Township Manager Walsh, Chief Hall provided an update on the Okemos Road closing as follows:

- Beginning March 21<sup>st</sup> northbound Okemos Road traffic near the bridge will be detoured to Mt. Hope Road, down to Hagadorn Road

- Southbound Okemos Road traffic near the bridge will be diverted at the median to use the northbound lanes
- Survey of Indian Hills residents showed their preference for signs in their subdivision which indicate no through traffic in an effort for Okemos Road traffic not to use Nakoma Drive as a cut through
- Police officers will be patrolling the subdivision to ensure compliance with the posted no through traffic signs

Board discussion:

- Timeframe of the bridge closing is estimated to be approximately two (2) months
- Detour is similar to the one used when the pedestrian bridge was constructed over the Red Cedar River last summer
- Ingham County Magistrate Blumer has indicated he will uphold citations issued by Meridian Township police officers for those drivers who ignore the “no through traffic” signs in the Indian Hills subdivision

7. BOARD COMMENTS & REPORTS

A. Treasurer’s Quarterly Report

Treasurer Brixie reported on delinquent personal property tax collection totals for tax years 2010-2014, 2015 total tax year collections as of February 24, 2016, 2015 tax year distribution totals as of February 10, 2016, and current fixed maturity investments and non-fixed investments as of January 31, 2016.

Board discussion:

- Board member request for distribution totals for each entity to be shown
- Request for the Redi-Ride millage distribution to be listed separately from the CATA millage distribution
- Total tax collection as of March 1<sup>st</sup> when the taxes are turned over to Ingham County was over 95%

Clerk Dreyfus reported the unofficial election results for the March 8, 2016 Presidential Primary for votes cast both at the polls and through absentee voting, acknowledging a 44.4% voter turnout. He noted the results do not necessarily reflect the political preferences of Meridian Township citizens as Michigan does not have a registered party system. Clerk Dreyfus added citizens can vote for a candidate in the political party of their choice in the August 2<sup>nd</sup> Primary and for any party in the November 8<sup>th</sup> General Election. He expressed appreciation to the 150 election workers for their perseverance in serving voters at Meridian’s 19 precincts. Clerk Dreyfus explained the longer lines were due to voter selection between two ballots and the auto advance feature for the ballot number in the electronic poll book. He stated the Clerk’s Office is seeking new election inspectors for the upcoming 2016 elections and will actively outreach and recruit in April and May. Clerk Dreyfus explained training will be provided to the election inspectors and workers are compensated for their time on election day at the rate of \$10.00 per hour.

Trustee Scales reported the Redi-Ride Committee met on March 3<sup>rd</sup>. He indicated the group is still in Phase One of the three (3) phased review process. Trustee Scales announced the next Redi-Ride Review Committee meeting will be held on March 24<sup>th</sup> from 3-5 P.M. in the Township Hall Room.

8. APPROVAL OF AGENDA

**Treasurer Brixie moved to approve the agenda as submitted. Seconded by Clerk Dreyfus.**

VOICE VOTE: Motion carried 6-0.

9. CONSENT AGENDA (SALMON)

Supervisor Pro Tem Styka reviewed the consent agenda.

**Treasurer Brixie moved to adopt the Consent Agenda. Seconded by Trustee Wilson.**

ROLL CALL VOTE: YEAS: Trustee Scales, Styka, Veenstra, Wilson, Treasurer Brixie, Clerk Dreyfus  
NAYS: None  
Motion carried 6-0.

A. Communications

(1) Board Deliberations (BD)

13B-1 Renee Korrey, 4633 Okemos Road, Okemos; RE: MARC Redevelopment Project

(2) Board Information (BI)

BI-1 Victoria Voges, Education Director, Nokomis Native American Learning Center, 5153 Marsh Road, Okemos; RE: Continued email exchange with the Director of Parks and Recreation Maisner relative to the condition of the furnace at Nokomis

BI-2 Gus Breymann, 2176 Donovan Place, Okemos; RE: Website and Branding Contractor M3 Group

BI-3 Doris W. Schwartz, 2209 Kent Street, Okemos; RE: Email exchange with Trustee Scales relative to Roads in Need of Repair – Cedar Bend Heights Heritage Neighborhood

(3) Regional Linkage (RL)

RL-1 Nell Kuhnmuensch, President, East Lansing School Board of Education, 501 Burcham Drive, East Lansing; RE: East Lansing Public Schools Board of Education Community Newsletter

(4) On File in the Clerk’s Office (OF)

Material submitted at the February 16, 2016 Board Meeting

Trustee Milton Scales; RE: Sample of Lansing Fire Department’s Community Room Application

**Treasurer Brixie moved that the communications be received and placed on file, and any communications not already assigned for disposition be referred to the Township Manager or Supervisor for follow-up. Seconded by Trustee Wilson.**

ROLL CALL VOTE: YEAS: Trustee Scales, Styka, Veenstra, Wilson, Treasurer Brixie, Clerk Dreyfus  
NAYS: None  
Motion carried 6-0.

B. Minutes

**Treasurer Brixie moved to approve and ratify the minutes of the February 16, 2016 Regular Meeting as submitted. Seconded by Trustee Wilson.**

ROLL CALL VOTE: YEAS: Trustee Scales, Styka, Veenstra, Wilson, Treasurer Brixie, Clerk Dreyfus  
NAYS: None  
Motion carried 6-0.

C. Bills

**Treasurer Brixie moved that the Township Board approve the Manager’s Bills for the bill run of March 1, 2016 as follows:**

Common Cash	\$	1,066,383.37
Public Works	\$	49,963.36

CHARTER TOWNSHIP OF MERIDIAN, MARCH 15, 2016 REGULAR MEETING \*DRAFT\*

Trust and Agency	\$ 3,344,104.50
Total Checks	\$ 4,460,451.23
Credit Card Transactions	\$ 10,576.69
Total Purchases	<u>\$ 4,471,027.92</u>
ACH Payments	<u>\$ 655,837.76</u>

**Seconded by Trustee Wilson.**

ROLL CALL VOTE: YEAS: Trustee Scales, Styka, Veenstra, Wilson, Treasurer Brixie,  
Clerk Dreyfus  
NAYS: None  
Motion carried 6-0.

[Bill list in Official Minute Book]

**Treasurer Brixie moved that the Township Board approve the Manager's Bills for the bill run of March 15, 2016 as follows:**

Common Cash	\$ 198,294.32
Public Works	\$ 460,034.75
Trust and Agency	\$ 3,403,442.58
Total Checks	\$ 4,061,771.65
Credit Card Transactions	\$ 6,244.14
Total Purchases	<u>\$ 4,068,015.79</u>
ACH Payments	<u>\$ 535,369.50</u>

**Seconded by Trustee Wilson.**

ROLL CALL VOTE: YEAS: Trustee Scales, Styka, Veenstra, Wilson, Treasurer Brixie,  
Clerk Dreyfus  
NAYS: None  
Motion carried 6-0.

[Bill list in Official Minute Book]

- D. 2015 Order to Maintain Sidewalks, Special Assessment District No. 16 – Resolution #4 (Set Public Hearing Date for April 19, 2016)

**Treasurer Brixie moved to approve the 2015 Order to Maintain Sidewalk Special Assessment District #16-Resolution #4, which files the proposed final special assessment roll with the Township Clerk and sets the date for a public hearing on April 19, 2016. Seconded by Trustee Wilson.**

ROLL CALL VOTE: YEAS: Trustee Scales, Styka, Veenstra, Wilson, Treasurer Brixie,  
Clerk Dreyfus  
NAYS: None  
Motion carried 6-0.

E. Disposal of Surplus Printers

**Treasurer Brixie moved to approve the disposal of the following surplus Township printers at public auction, internet auction, or by sealed bid: 2003 HP Plotter 800 Design Jet, 2006 KIP 3000 Engineering Copier Scanner Printer and 2003 Ricoh Afficio IS330dc Copier Scanner Printer. Seconded by Trustee Wilson.**

ROLL CALL VOTE: YEAS: Trustee Scales, Styka, Veenstra, Wilson, Treasurer Brixie,  
Clerk Dreyfus

NAYS: None

Motion carried 6-0.

10. QUESTIONS FOR THE ATTORNEY (None)

11. HEARINGS (None)

12. ACTION ITEMS

Supervisor Pro Tem Styka opened Public Remarks.

Neil Bowlby, 6020 Beechwood Drive, Haslett, offered his calculations regarding computation for the amount of increased rent needed in order for the applicant to pay for the brownfield for The Square, 2655 Grand River Avenue.

Eric Helzer, Advanced Redevelopment Solutions, PO Box 204, Eagle, spoke to the revised numbers the developer has offered as presented in a table for The Square on Grand River Brownfield Plan. He addressed the possibility of a “pass through” to all taxing jurisdictions and explained how that concept would play out.

Ernie Schaefer, Campus Village Communities, 200 Diversion Street, Rochester, provided clarification on issues raised during numerous Board discussions on The Square on Grand River (e.g., applicant was aware of the environmental contamination, seller should reduce the price of land, etc.). He delineated the benefits he believed the plan provides.

Greg Schaefer, Campus Village Communities, 200 Diversion Street, Rochester, listed the proposed amenities, including a different type of housing stock in Meridian Township. He indicated Campus Village is attempting to take care of an existing issue which must be dealt with in order for anyone to redevelop the site.

Leonard Provencher, 5824 Buena Parkway, Haslett, spoke in opposition to the brownfield for The Square on Grand River due to loss of revenues to various public entities (e.g., Capital Area District Library (CADL), Capital Area Transportation Authority (CATA), etc.). He expressed support for Special Use Permit (SUP) #16011 for development of a Marriott Hotel. Mr. Provencher requested a minor change to the hours of operation and a process for residents to obtain and return keys in the policy for use of the Haslett-Okemos Rotary Club Community Room. He spoke in opposition to the community solar project as he believed it should be located in Meridian Township. Mr. Provencher voiced support for both DNR Grant Applications by the Parks Department.

Supervisor Pro Tem Styka closed Public Remarks.

A. The Square, 2655 Grand River Avenue – Brownfield Request

**Trustee Veenstra moved to deny the request for reimbursement of eligible activities as proposed in the Brownfield Plan for The Square on Grand River in the amount of \$2,835,000 for a period of 11 years for property located at 2655 Grand River Avenue. Seconded by Clerk Dreyfus.**

Board and applicant’s representative discussion:

- Board member belief approval of the brownfield will allow the developer not to pay their fair share of taxes for Township services

- Board member calculation the proposed 184 units built on 5.87 actual acreage equates to a density of over 31 dwelling units per acre
- Board member assumption staff was aware the site was previously used as a landfill
- Appreciation to the developer for their submitted plans to offer amenities
- Board member belief the project is too large and not an appropriate use of the mixed use planned unit development (MUPUD) ordinance
- Board member belief removal of one (1) building would eliminate the need to apply for a brownfield tax credit
- Board member belief contamination on the subject property was not common knowledge to Township staff or current Board members
- Vision for the Grand River Corridor previously included residential development along the corridor
- Concern with prior Board approval for the project and subsequent possible denial of the brownfield
- Board member concern if the brownfield is not approved, the future of the property is in question and the contaminated land closest to the Red Cedar River will not be cleaned up
- Cleanup of the site will entail encapsulation of the current contamination in the stormwater detention area in the southwest corner of the site
- Cleanup will include a closed detention system in the place of the contamination in the southwest corner of the site
- Current buried concrete will be removed and trucked off site
- Soils under the old gas station will be removed if found to be contaminated during construction
- Groundwater flow direction currently is towards the Red Cedar River and flows through the contamination zone in the fill area in the back of the site and into the river
- Area where the concrete is buried has less contaminant than originally thought
- Intent by the applicant to have two more investigations to further define the areas of contamination if the brownfield is approved
- Brownfield program is the vehicle established by the state to cleanup known contamination
- Appreciation to the developer for assuming some of the financial responsibility in the cleanup of the site as requested by the Board
- Board member request for the developer to walk through the steps used in determining how they would share in the cost of the cleanup
- Developer will not know the true cost of cleanup until the work is actually performed, but the estimates are based on studies and soil borings
- Developer is willing to take on a \$400,000 upfront risk
- If work on the cleanup shows the cost of cleanup is less, the developer will not receive funds beyond the cleanup costs
- Developer is willing to pay the cost of police and fire services on an annual basis
- Developer will receive reimbursement by the state for costs incurred as invoices are submitted and approved
- Previously approved project met all the criteria and approvals have been granted by the Township
- Board member belief the point of the Brownfield program is to clean up contamination and remediate and improve “blighted” areas
- Board member belief the vacant property is not a drag on the community or a blight on the area
- Board member concern approval of the brownfield does not equate to complete cleanup of the property
- Concern the contamination continues off site
- Second investigation round revealed a vapor barrier is not needed
- Second round is the winter round and the most important round of investigation
- Third round in the Spring will succinctly determine if a vapor barrier is needed
- Board member belief there are safer ways to deal with the development and cleanup of the site now that the existence of on site and off site contamination is known

- Board member clarification that while the Township will receive Police and Fire Millage money, the reality is the Township will collect the Police and Fire Millage, but the payback will be extended due to the pass-through for these millages
- Appreciation for the efforts by the developer towards Board suggested revisions when the project was before it
- Suggestion for the applicant to extend the payback period for a significant amount of time (e.g., 30 years) to allow the taxes to pass through at a greater rate

ROLL CALL VOTE: YEAS: Trustee Styka, Veenstra, Treasurer Brixie, Clerk Dreyfus  
NAYS: Trustees Scales, Wilson  
Motion carried 4-2.

B. Consumers Energy Company Gas Franchise Ordinance – **Introduction**

Chris Thelen indicated the franchise renewal is a requirement in the state constitution for Consumers Energy, as a utility, to operate in a public space within the Township. The franchise has a maximum time frame of 30 years.

**Trustee Wilson moved [and read into the record] NOW, THEREFORE, BE IT RESOLVED THE TOWNSHIP BOARD OF THE CHARTER TOWNSHIP OF MERIDIAN hereby INTRODUCES FOR PUBLICATION AND SUBSEQUENT ADOPTION Ordinance No. \_\_\_\_\_, entitled “Consumers Energy Company Gas Franchise Ordinance” of the Charter Township of Meridian, Ingham County, Michigan.**

**BE IT FURTHER RESOLVED the Clerk of the Charter Township of Meridian is directed to publish the Ordinance in the complete form in which it was introduced at least once prior to the next regular meeting of the Township Board. Seconded by Treasurer Brixie.**

**Trustee Scales moved to amend the time frame for the franchise to three (3) years. Seconded by Trustee Veenstra.**

Board and Consumers Energy representative discussion:

- Preference for each future Board to have Consumers Energy come before it to review the franchise agreement
- Inquiry as to recourse for the Township in the event it has an issue with Consumers
- Mr. Thelen is accessible for dialog with Board members on an ongoing basis at any time
- Clause contained in the contract allows for revocation by either party with 60 days’ notice
- Franchise renewal timeframes vary by community
- Township attorney reviewed the franchise and did not offer comment relative to the length of the franchise agreement
- View by administration that Consumers Energy and the Township have an “outstanding” working relationship
- Board member concern the timing of the contract to coincide with Board election/reelection appears to politicize the franchise

**Trustee Veenstra moved to amend the previous amendment from three (3) years to four (4) years. Seconded by Trustee Scales.**

Continued Board discussion:

- Concern the franchise does not address any standard of service
- The proposed agreement is based on the performance of future Consumers Energy employees
- Renewal every four (4) years will allow new Board members to establish a working relationship with Consumers Energy
- Board member suggestion to have an annual utility report provided at a Board meeting which would also allow for members of the community to participate
- Board member suggestion to invite the utility companies to the annual Intergovernmental Meeting

- Clarification by Consumers Energy this franchise is for operating its utility in a public right-of-way
- The Michigan Public Service Commission (PSC) manages the operation of service provided by Consumers Energy
- Consumers provides overall good quality service to residents in the Township
- PSC has jurisdiction over Consumers Energy’s rates and operation
- Board would have “leverage” by requiring Consumers Energy to come before it every four (4) years

ROLL CALL VOTE YEAS: Trustees Scales, Veenstra  
 ON THE VEESNTRA NAYS: Trustee Styka, Wilson, Treasurer Brixie, Clerk Dreyfus  
 AMENDMENT: Motion failed 2-4.

ROLL CALL VOTE YEAS: Trustees Scales, Veenstra  
 ON THE SCALES NAYS: Trustee Styka, Wilson, Treasurer Brixie, Clerk Dreyfus  
 AMENDMENT: Motion failed 2-4.

ROLL CALL VOTE YEAS: Trustee Styka, Wilson, Treasurer Brixie, Clerk Dreyfus  
 ON THE MAIN NAYS: Trustees Scales, Veenstra  
 MOTION: Motion carried 4-2.

C. Special Use Permit #16011 (Marriott) – Request to Construct a 67,000 Square Foot Courtyard by Marriott

**Treasurer Brixie moved [and read into the record] NOW THEREFORE BE IT RESOLVED THE TOWNSHIP BOARD OF THE CHARTER TOWNSHIP OF MERIDIAN hereby approves Special Use Permit #16011 (PHG Land Development, LLC) to construct a single building totaling approximately 70,000 square feet in gross floor area, subject to the following conditions:**

1. **Approval of the special use permit is in accordance with the cover sheet prepared by KEBS, Inc. dated February 1, 2016, subject to revisions as required.**
2. **Special Use Permit #16011 is subject to all conditions for the hotel use placed by the Planning Commission.**

**Seconded by Trustee Wilson.**

Board discussion:

- Nearby hotel is often full
- Region is short of hotel beds
- Michigan State University will serve as a vehicle to bring in patrons during major sport events
- Hotel use is low impact on the community
- Traffic generated by the nearby hotel has not created a problem
- Staff summary of the conditions placed on the SUP by the Planning Commission for the hotel use in February
- Board member preference for the words “where feasible” to be removed relative to the LED lighting condition contained in the Planning Commission approval of the SUP

ROLL CALL VOTE: YEAS: Trustee Scales, Styka, Veenstra, Wilson, Treasurer Brixie, Clerk Dreyfus  
 NAYS: None  
 Motion carried 6-0.

D. Tri-County Regional Hazard Mitigation Plan

**Trustee Veenstra moved to approve the Tri-County Regional Hazard Mitigation Plan, authorize the Clerk to sign the resolution, and direct the Fire Department to forward a copy to Michigan State Police Emergency Management and Homeland Security Division. Seconded by Trustee Scales.**

Board discussion:

- Approval needed in order to be eligible for hazard mitigation and disaster declaration grants
- Township had previously moved buildings to higher ground in the east end of Ottawa Hills where it was prone to flooding

ROLL CALL VOTE: YEAS: Trustee Scales, Styka, Veenstra, Wilson, Treasurer Brixie,  
Clerk Dreyfus  
NAYS: None  
Motion carried 6-0.

E. Haslett-Okemos Rotary Club Community Room – Use Policy

**Trustee Scales moved to approve the Haslett-Okemos Rotary Club Community Use Policy for Fire Station 91 as presented. Seconded by Trustees Veenstra.**

Board discussion:

- Appreciation for the fact the policy is succinct
- Prevailing Board consensus there should be no charges for use of the community room by members of the community
- The last word in the second sentence of the Hold Harmless/Indemnification Agreement should be changed from “city” to “township”

**Trustee Veenstra moved to eliminate the question about the number of children, the question about the adult to child ratio, the question if this meeting is for election or campaign purposes, and is this a fundraiser. Seconded by Clerk Dreyfus.**

Board discussion:

- Board member belief this community room should be used for any of the standard community uses
- Validity in knowing the number of children present as well as an adult-to-child ratio for safety purposes
- Election and campaign meetings should not be held in a taxpayer funded community room if a fee is not charged
- Disagreement with the comparison previously made by a Board member between a privately owned apartment complex community room and the fire station community room

VOICE VOTE: Motion failed 1-5 (Trustees Scales, Styka, Wilson, Treasurer Brixie, Clerk Dreyfus).

**Clerk Dreyfus moved to amend condition #1 of the Community Room Use Policy as follows:**

- **Insert sentence four (4) to read: The second priority is for Meridian Township boards, commissions or any meeting involving official Township business.**

**Seconded by Trustee Styka.**

Board discussion:

- Use of discretion by the scheduler using a “common sense” approach
- Concern over a long list of priorities before a community group
- Board member belief the only “group” to bump someone from their reservation would be the Fire Department
- Differentiation between a scheduling policy and a bumping policy

VOICE VOTE: Motion failed 0-6 (Trustees Scales, Styka, Veenstra, Wilson, Treasurer Brixie, Clerk Dreyfus).

**Trustee Veenstra moved to amend condition #1 of the Community Room Use Policy by deleting “no less than two (2) weeks in advance”. Seconded by Clerk Dreyfus.**

Board discussion:

- Need for a reasonable time period to allow staff to review and process the application

**Treasurer Brixie offered the following friendly amendment:**

- Amend condition #1 of the Community Room Use Policy by replacing “two (2) weeks in advance” with “24 hours in advance”.

**The friendly amendment was accepted by the maker and seconder.**

VOICE VOTE: Motion carried 6-0.

**Trustee Veenstra moved to amend condition #2 to delete “9:00 p.m.” and insert “10:00 p.m.” Seconded by Clerk Dreyfus.**

Board and staff discussion:

- New central fire station does not have soundproof walls
- Need for firefighters to have their privacy and rest
- Additional time for clean-up is not required as there is already a person who cleans the room on a daily basis

VOICE VOTE: Motion failed 0-6 (Trustees Scales, Styka, Veenstra, Wilson, Treasurer Brixie, Clerk Dreyfus).

ROLL CALL VOTE YEAS: Trustee Scales, Styka, Veenstra, Wilson, Treasurer Brixie,  
 ON THE MAIN Clerk Dreyfus  
 MOTION: NAYS: None  
 Motion carried 6-0.

F. Community Solar Project

**Trustee Veenstra moved to approve and authorize the Township Manager to proceed with the lease purchase of ten (10) solar panels for the purpose of participating in the Lansing Board of Water and Light Community Solar program in support of Township Goal #1. Seconded by Clerk Dreyfus.**

Board discussion:

- Purchase of ten (10) panels is an excellent first step
- Board member belief the Township should also place solar panels on Township buildings
- Purchase of ten (10) panels is a minimal cost investment for the Township
- Board member preference for use of a Township building as a pilot site for a solar demonstration project

ROLL CALL VOTE: YEAS: Trustee Scales, Styka, Veenstra, Wilson, Treasurer Brixie,  
 Clerk Dreyfus  
 NAYS: None  
 Motion carried 6-0.

G. DNR Grant Application – Central Meridian Regional Trail Connector in Central Park  
 Director of Parks and Recreation Maisner summarized the proposed project as outlined in staff memorandum dated March 9, 2016.

**Clerk Dreyfus moved to approve the resolution supporting submission of a grant application to the Michigan Natural Resources Trust Fund for development of a universally accessible Central Meridian Trail Connector and accessible fishing deck in Central Park with a total project cost of \$395,000. A thirty one (31%) percent local match of \$122,450 will be funded by the park millage, with the remaining sixty-nine (69%) percent (\$272,550) funded by the MNRTF Grant. Seconded by Treasurer Brixie.**

Board discussion:

- Twelve (12) foot wide pathway allows access by a diverse mix of all non-motorized transportation types
- Initial recommendation was made for a pathway width of 16 feet
- American with Disabilities Act (ADA) recommendation is eight (8) feet
- Board member belief an eight (8) foot width is sufficient for all non-motorized transportation uses in Meridian Township
- Different “use” scenarios where the 12 foot width is fully utilized
- Reminder the path at Hawk Island is 12 feet wide and does not seem excessive
- Pathway plan will engage more users
- Location is a great connector site to other trails in the Township which will be used by avid cyclists
- Cyclists will use this connector to ride at greater speed
- Board member concern with the impact to the park as the park becomes less “natural” with a 12 foot wide path and is more expensive to construct
- One aspect of the voter approved park millage was to enhance the Central Park Complex to make it more connective
- Voter elected Park Commission spent a great deal of time on this plan, including hosting a charrette to receive extensive public input
- Park Commission believes the pathway should be 12 feet in width

ROLL CALL VOTE: YEAS: Trustee Scales, Styka, Veenstra, Wilson, Treasurer Brixie,  
Clerk Dreyfus  
NAYS: None  
Motion carried 6-0.

- H. DNR Grant Application – Accessible Gateway Footbridge and Restroom Facility in Central Park/Meridian Historical Village  
Director of Parks and Recreation Maisner summarized the proposed project as outlined in staff memorandum dated March 9, 2016.

**Trustee Scales moved to support submission of a grant application to the Land and Water Conservation Fund for construction of a universally accessible restroom building and gateway footbridge in Central Park-Meridian Historical Village, with a total project cost of \$300,000. A fifty percent (50%) local match of \$150,000 will be funded by the park millage with the remaining fifty percent (50%) funded by the LWCF Grant. Seconded by Treasurer Brixie.**

Board and staff discussion:

- Main purpose of the plan is to create connectivity to the center of the Township
- Appreciation for beautification to the Meridian Historical Village
- Appreciation for a new restroom facility
- 14 feet is the standard width for footbridges and 12 feet in width would require construction of a custom footbridge at a greater cost
- Current six (6) foot wide wooden footbridge is 44 years old, rotting and in need of replacement

ROLL CALL VOTE: YEAS: Trustee Scales, Styka, Veenstra, Wilson, Treasurer Brixie,  
Clerk Dreyfus  
NAYS: None

Motion carried 6-0.

- I. Natural Resources Trust Fund Acquisition Grant Application for Land Preservation  
 Director of Parks and Recreation Maisner summarized the proposed acquisition grant application as outlined in staff memorandum dated March 9, 2016.

**Treasurer Brixie moved to support submission of a grant application titled Ponderosa Land Preserve to the Michigan Natural Resources Trust Fund for an estimated total project cost of \$1,159,900 for the acquisition of approximately 89 acres of property with parcel numbers 33-02-02-35-426-006 and 33-02-02-35-200-012 as noted on Exhibit A; Okemos, Michigan. Meridian Charter Township is requesting \$514,900 (forty five percent, 45%) from the Meridian Natural Resources Trust Fund. Meridian Charter Township will provide a fifty-five (55%) local match consisting of \$500,000 from the Land Preservation Millage and a \$136,000 donation from the current land owner. Seconded by Trustee Wilson.**

Board and staff discussion:

- Excellent quality of diverse woodland areas in these two (2) parcels
- Property contains a stream with spawning fish in it
- Property is adjacent to Legg Park and the Red Cedar Glen Preserve
- Board member belief this area of the Township has high development “pressure” on it
- Subject property is north of the Ponderosa/Bonanza subdivisions and east of the Ember Oaks subdivision
- Board member preference for pathway access from the Ember Oaks subdivision to the subject property
- Board member concern with the cost of the property at over \$10,000 per acre
- Explanation that the grant process for Trust Fund Grants require an appraisal
- Grant application will be reviewed by the state which has the authority to set a different value on the property
- Appraised value is what is submitted in the grant application
- An additional appraisal will be required if the grant is approved by the state and would take place in December, 2016 or early 2017
- Even if the second appraisal determines a higher value on the land, the state will not provide additional funds beyond what has been asked for
- Inquiry if the property contains forested wetlands which are already protected by the state
- Board member request for the number of acres of forested wetlands located on the site
- State protected forested wetlands on the site would affect the price per acre
- Subject property contains a regulated wetland north of Ponderosa
- Board approval of the motion allows for grant application submission and provides only the required match if the grant is approved
- Purchase of the property will come before the Board in the future
- Appreciable wetland on the property would reduce the amount of buildable acreage and reduce the value of the property

ROLL CALL VOTE: YEAS: Trustee Scales, Styka, Veenstra, Wilson, Treasurer Brixie,  
 Clerk Dreyfus

NAYS: None

Motion carried 6-0.

Supervisor Pro Tem Styka recessed the meeting at 9:09 P.M.

Supervisor Pro Tem Styka reconvened the meeting at 9:19 P.M.

[Trustee Wilson left the room at 9:20 P.M.]

13. BOARD DISCUSSION ITEMS

**Without objection, Treasurer Brixie suggested Agenda Item #13B be considered before Agenda Item #13A.**

Supervisor Pro Tem opened Public Remarks.

Leonard Provencher, 5824 Buena Parkway, Haslett, believed the travel expense policy does not go far enough. He noted the Planning Commission's concern with the MUPUD Concept Plan for 4675 Okemos Road/2150 Clinton Street centered on parking. Mr. Provencher expressed appreciation the Board will elicit public input when the Pathway Master Plan comes back before the Board, noting the pathway millage renewal will be before voters in November, 2016.

Brian Goldberg, counsel for KNSJ, LLC, 2248 Mt. Hope Road, #702 displayed the recorded easement on the overhead relative to the MUPUD Concept Plan at 4675 Okemos Road/2150 Clinton Street. He stated the concept plan shows the existing parking in a portion of the recorded easement, a non-exclusive easement between the property owners for ingress, egress and parking.

Jim Raynak, 2143 Hamilton Road, Okemos, managing member for KNSJ, LLC, stated KNSJ owns most of the block and there is a current easement which runs along the north property line of the proposed redevelopment of 4675 Okemos Road/2150 Clinton Street. While expressing support for redevelopment of the aforementioned property, he encouraged review of the easement and the limited parking proposal for the downtown Okemos area. He noted employees of Special A'Fare Catering, Dominoes, Bottoms Up, Arty Party, Smart Homes and Okemos Ace Hardware are parking at 2153 Hamilton Road, the old dry cleaners parking lot.

Bill Arens, Studio Intrigue Architects, 1114 S Washington Ave #100, Lansing, representative for the property owner, highlighted elements of the MUPUD Concept Plan located at 4675 Okemos Road/2150 Clinton Street.

Linda Pace, 1792 Lenore Lane, Haslett, voiced concern with the units installed for heating in the upgrades to Grange Acres, alleging they cause black mold in the apartments. She stated 17 residents have died within one (1) year since the heating units have been installed. Ms. Pace also spoke to the lack of snow removal and the fact she believed First Housing "bullies" the tenants if they complain.

Supervisor Pro Tem closed Public Remarks.

#### A. Travel Expense Policy

Human Resources Director Marx summarized the draft travel expense policy as outlined in staff memorandum dated February 24, 2016.

Trustee Scales provided highlights of the thought process used to date to bring the current draft before the Board.

Board and staff discussion:

- Draft provided to the Board is a sufficient start to a joint policy
- Travel expense policy will help further define a culture of consistency
- Use of credit cards, mentioned by the public, is administrative in nature and monitored by the Township
- Possibility of a policy on credit card usage which complements the travel expense policy
- Specifics directed to Board members could be included in the draft travel expense policy
- Board member preference for the first line in the draft travel expense policy to include Commission members
- Per diem is the maximum amount allowed per day applied to overnight travel
- Board member preference for a separate travel expense policy for elected officials
- Definition of Township business relative to elected officials
- Importance of avoiding the appearance of impropriety for elected officials
- Board member belief the Township should not reimburse elected officials for meals when they meet with constituents
- Board members should be reimbursed when they carry out statutory duties
- Board member preference for elected officials to receive meal reimbursement only during overnight travel

- Board member preference for one travel and expense policy for all Township employees, including elected officials
- Board member belief no elected Board member has ever requested or received mileage or expense reimbursement for meeting with a constituent
- Board member belief no elected official in Meridian Township has ever requested reimbursement for campaign-related activities
- Concern “Township business” (activities or events attended by an elected official on behalf of the Township) can purposely be mischaracterized as “campaigning” by Board members with a political agenda directed against another Board member
- Board member belief if a question arises when submitting a reimbursement request, “Township business” can be clearly and easily defined to the supervisor who signs off on the travel expense form
- Board member reiteration there have been virtually no problems “whatsoever” with the existing travel and expense reimbursement policies currently in place, as reported by the Township Human Resources Director
- Board member assertion this is a “non-issue” and the discussion by another Board member is more about political pandering to voters than solving a supposed problem
- Suggestion for the signatory for Board member expense statements to be the Supervisor
- Suggestion for the signatory for Supervisor expense statements to be the Township Manager
- Ensure there is a clear and concise voucher form
- Campaign Finance Fund was created to use those funds for expenses associated with an elected official position
- Request for this item to be placed on the agenda as a discussion item one more time
- Board member suggestion to submit comments or proposed clarifications to the Human Resources Director before the next time this item is on the agenda
- Township currently has specific guidelines in place regarding reimbursement for mileage, through petty cash and through preapproved travel
- Board member request for the aforementioned guidelines to be given to Board members before the travel expense policy is discussed at the next Board meeting
- Board member preference for the meal reimbursement paragraph to be cleaned up
- Board member preference to remove the sentence contained in the Mileage Reimbursement section regarding a valid driver’s license and auto insurance coverage for personal vehicles as it is state law
- Consideration of a flat \$39.00 per diem reimbursement for meals with no receipts needed

**It was the consensus of the Board to place this item on the agenda for discussion at the April 5, 2016 Board meeting.**

- B. Mixed Use Planned Unit Development Concept Plan, 4675 Okemos Road/2150 Clinton Street  
Director Kieselbach summarized the proposed MUPUD concept plan as outlined in staff memorandum dated February 25, 2015.

Board, staff and applicant’s representative discussion:

- Concept plan shows 63 parking spaces, while the Township parking requirements indicate 194 parking spaces for both the restaurant and the apartment complex
- Applicant’s attempt to create a more pedestrian friendly site in the downtown Okemos area
- Concept plan is the early stage in the schematic design of the site
- Owner does not believe greatly reduced parking will have a detrimental effect on nearby businesses
- Owner is well aware of how the reduced parking may affect his business interest
- Applicant expects the site plan to evolve as the proposed project moves through the process
- Appreciation for the reuse of the fire station siren in the redevelopment project
- Township Board is looking at the “big picture” items during the concept plan phase of the project
- Parking spaces, lot coverage and setback requirements for a MUPUD can be waived by the Board

- Okemos Road frontage shows the current sidewalk on the plan which butts up to the back of the curb in front of the old MARC building
- Wide landscape area currently exists in the front of the old MARC building
- Streetlight placement in some places along Okemos Road is in the middle of the sidewalk
- Board member belief one of the key items to building a walkable community in this location is to make the Okemos Road sidewalk safer and more comfortable for pedestrians
- Board member belief creation of a safer walking environment would allow the applicant to provide fewer parking spaces
- Board member preference for the applicant to place a landscape buffer between the street and the sidewalk along Okemos Road by moving the existing sidewalk to the west to allow the pedestrians to be closer to the building and farther from Okemos Road traffic
- Board member belief a landscape buffer would give pedestrians a sense of protection
- Board receipt of comments from citizens expressing concern about sound emitted from the patio
- Concept plan shows landscaping around the immediate vicinity of the patio
- Suggestion for the applicant to consider specific types of year-round landscaping which would capture the sound coming off the patio in an effort to be considerate of the Clinton Street residents
- Consideration of sound muffling landscaping around the parking lot would also address the intrusion of slamming car doors
- Board member concern the entryway is on the south side, while the covered bicycle parking is placed on the west side of the property
- Belief by the applicant a covered bicycle parking structure is obtrusive towards the front on the south side of the project
- Board member belief the bicycle parking, both covered and uncovered, should be given priority near the entrance as ten bicycle parking spaces equate to the space of one automobile
- Board member preference for resolution of the automobile parking issue early on in the process
- Pervious/impervious surface ratio will be determined later in the process
- Impact of the recorded easement on the concept design
- Northern edge of the building ends "along" the easement line and the applicant does not have any current plans for the space
- Suggestion of shared parking among businesses when peak hours are offset
- Suggestion of off-site employee parking to free up parking spaces for patrons
- Easement shown on the plans should be addressed by counsel for the involved property owners
- Completed project will be the first large rejuvenation in downtown Okemos
- Energy from a popular restaurant can spill over into surrounding businesses
- A vibrant downtown will require collaboration among neighboring businesses

**Trustee Veenstra moved to take up remaining agenda items past 10:00 P.M. Seconded by Trustee Scales.**

VOICE VOTE: Motion carried 5-0.

C. Pathway Master Plan

Assistant Township Manager/Director Perry summarized the current Pathway Master Plan as outlined in staff memorandum dated February 25, 2016.

Board discussion:

- Board member belief the highest priority should be to fill in the gaps in the pathway system (i.e., in front of the driving range on Grand River, along Mt. Hope Road from Maumee to Okemos Road)
- Board member suggestion to use eminent domain in the event one property owner will not provide an easement
- 2016 plan to fill the pathway gap on the south side of Mt. Hope Road

- Park Commission will offer suggested additions to the Pathway Master Plan
- Board member request for the Friends of the Pathway to assist the Township with the prioritization of pathway construction
- Most of the gaps left in the pathway plan are expensive to construct
- Board member is looking for community input to delineate the order of importance to fill in the pathway gaps
- Planning Commission's Master Planning process revealed residents' preference to focus on the need for connectivity

#### 14. FINAL PUBLIC REMARKS

Supervisor Pro Tem Styka opened Public Remarks.

Leonard Provencher, 5824 Buena Parkway, Haslett, spoke to the American Association of State Highway and Transportation Officials (AASHTO) federal standards which must be complied with relative to pathway width. He spoke to several expenses by staff listed in the bills and addressed the need for oversight of staff expenses.

Township Manager Walsh clarified that many of the aforementioned charges were multiple staff people on one (1) ticket.

Jim Raynak, 2143 Hamilton Road and Brian Goldberg, explained he attended tonight's meeting to avoid the in-place easement for the Okemos Road/Clinton Street redevelopment project becoming a legal problem. He noted the original easement has been in effect since 1984 and was amended in 2013. Mr. Raynak voiced concern with the possibility of "giving up" 75% of the required parking for this redevelopment project. Mr. Goldberg added when the two parcels were put together the easement was extinguished. He expressed apprehension concerning a plan which shows parking spaces where they cannot be located due to the easement.

Supervisor Pro Tem Styka closed Public Remarks.

#### 15. FINAL BOARD MEMBER COMMENT

Trustee Veenstra spoke to earlier public comment concerning alleged problems at Grange Acres. He requested staff investigate the problems to ensure compliance with Township rental standards.

Treasurer Brixie announced CATA will provide free Entertainment Express Route rides on St. Patrick's Day from 4:00 PM until 3:00 AM. She reported that at its last meeting, the CATA Board approved Equal Employment Opportunity Policy 103 with additional non-discrimination language for hiring of lesbian, gay, bisexual, transgender (LGBT) members. Treasurer Brixie indicated at the same meeting, an update to the BRT was given, noting the 30% engineering phase has been completed with a cost reduction of \$17 million. She reminded citizens of the BRT Community Conversation on March 22<sup>nd</sup> from 6:00 PM until 8:00 P.M. in the Town Hall Room. Upon inquiry, she indicated the current cost estimate for the BRT stands at \$142 million.

Treasurer Brixie stated at the last Land Preservation Advisory Board Meeting, the application for the "Ponderosa" property was brought forth.

Trustee Scales announced wearing of dark blue during March is in recognition of colon cancer month, and urged residents to have a colon check-up.

Clerk Dreyfus reported his attendance at the March 3<sup>rd</sup> Economic Development Corporation (EDC) meeting where the Lansing Economic Area Partnership (LEAP) Public Art Grant was discussed, as well as a potential EDC sponsorship of \$1,500 to the Celebrate Meridian Event. He reminded citizens the regularly scheduled Board meeting of March 24<sup>th</sup> will be the Township's Intergovernmental Meeting where regionalism and areas of mutual concern will be discussed.

Supervisor Pro Tem Styka reported his attendance at the last two Okemos School Board meetings and announced the Okemos School District has agreed to lease an additional 8,000 square feet of Wardcliff School to Ingham County Community Mental Health for autistic students. He added the Okemos School Board is moving forward with its equity plan to improve diversity. Supervisor Pro Tem Styka reported the Okemos Education Foundation (OEF) will host a Civil Rights Symposium titled "The Legacy of Emmett Till" on Tuesday, April 19, 2016 beginning at 7:00 P.M. in the Okemos High School Auditorium. He explained the history surrounding Emmett Till, adding admission is free to the public.

Trustee Scales provided additional historical information surrounding Emmett Till's beating, lynching and subsequent funeral.

16. ADJOURNMENT

Trustee Veenstra moved to adjourn the meeting. Seconded by Clerk Dreyfus.

VOICE VOTE: Motion carried 5-0.

Supervisor Pro Tem Styka adjourned the meeting at 11:10 P.M.

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RONALD J. STYKA  
TOWNSHIP SUPERVISOR PRO TEM

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BRETT DREYFUS  
TOWNSHIP CLERK

Sandra K. Otto, Secretary

**Charter Township of Meridian  
Board Meeting  
4/1/2016**

MOVED THAT THE TOWNSHIP BOARD APPROVE THE MANAGER'S  
BILLS AS FOLLOWS:

COMMON CASH	\$ 2,865,198.42
PUBLIC WORKS	121,565.26
TRUST & AGENCY	-
TOTAL CHECKS:	\$ 2,986,763.68
CREDIT CARD TRANSACTIONS	11,411.87
TOTAL PURCHASES:	<u>\$ 2,998,175.55</u>
ACH PAYMENTS	<u>\$ 1,164,276.20</u>

*Flaw*

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Vendor Name	Description	Amount	Check #
1. 54-B DISTRICT COURT	CASH BOND-FORREST HUGH DIXON	500.00	91990
	CASH BOND-PAUL JAMES SIRMAYER	100.00	91991
	TOTAL	<u>600.00</u>	
2. A & D AUTO & BODY REPAIR INC	ANNUAL DOT INSPECTION - 2002 FORD F750	121.89	
	BATTERY, REPAIR & DOT INSPCETION - 2005 TRAILOR	348.19	
	TOTAL	<u>470.08</u>	
3. AFFORDABLE TIRE	TIRES 2016 (STATE CONTRACT PRICING)	498.64	
4. AIRGAS GREAT LAKES	STANDING PO - MEDICAL OXYGEN	102.77	
	STANDING PO - MEDICAL OXYGEN	510.10	
	TOTAL	<u>612.87</u>	
5. AMANDA ARNETT	REIMB - DUTY BOOT	90.10	
6. APPLE INC.	MACBOOK PRO AND WARRANTY	239.00	
	MACBOOK PRO AND WARRANTY	2,479.00	
	TOTAL	<u>2,718.00</u>	
7. ARIANNA WOOLEGGE	REFUND ESCROW COMPLETED WDV #14-05	345.80	
8. ARROW INTERNATIONAL INC	STANDING PO - INTRAOSSEOUS NEEDLE SUPPLIES	1,108.84	
9. ASAP PRINTING	FORMS AND PAMPHLET PRINTING	253.69	
10. ASHPAUGH & SCULCO CPA'S, PLC	REVIEW OF FRANCHISE FEE PAYMENTS OF COMCAST	4,500.00	
11. AT &T	SERVICE FOR FEBRUARY	75.93	91983
	MONTHLY SERVICE	40.34	
	TOTAL	<u>116.27</u>	
12. AT&T	SERVICE FOR FEBRUARY	74.83	91984
	SERVICE FOR FEBRUARY	97.79	91984
	SERVICE FOR FEBRUARY	74.83	91984
	SERVICE FOR FEBRUARY	19.83	91984
	SERVICE FOR FEBRUARY	95.48	91984
	SERVICE FOR FEBRUARY	2,251.72	91984
	SERVICE FOR FEBRUARY	2,407.72	91984
	TOTAL	<u>5,022.20</u>	
13. AT&T MOBILITY	SERVICE FOR MARCH	41.45	91985

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14. AUTO VALUE OF EAST LANSING			
	2016 REPAIR PARTS	16.69	
	2016 REPAIR PARTS	33.38	
	2016 REPAIR PARTS	10.78	
	2016 REPAIR PARTS	16.58	
	2016 REPAIR PARTS	12.36	
	2016 REPAIR PARTS	8.29	
	2016 REPAIR PARTS	51.60	
	2016 REPAIR PARTS	14.18	
	2016 REPAIR PARTS	17.78	
	2016 REPAIR PARTS	311.40	
	2016 REPAIR PARTS	25.69	
	2016 REPAIR PARTS	146.52	
	2016 REPAIR PARTS	26.69	
	2016 REPAIR PARTS	8.13	
	2016 REPAIR PARTS	45.79	
	2016 REPAIR PARTS	29.16	
	2016 REPAIR PARTS	8.58	
	2016 REPAIR PARTS	17.59	
	2016 REPAIR PARTS	(45.79)	
	2016 REPAIR PARTS	2.58	
	2016 REPAIR PARTS	108.82	
	2016 REPAIR PARTS	124.11	
	2016 REPAIR PARTS	42.16	
	TOTAL	1,033.07	
15. AVI SYSTEMS INC			
	AV EQUIPMENT NEW FIRE STATION	739.40	
	HOMTV 2016 LIGHTING UPGRADE	2,696.00	
	TOTAL	3,435.40	
16. BANNASCH WELDING INC			
	REPAIR SNOWPLOW	1,838.71	
17. BARYAMES CLEANERS			
	STANDARD POLICE UNIFORM CLEANING	839.50	
18. BILL PRIESE			
	REIMB - TOLLS FOR PA TURNPIKE	33.00	91986
19. BOBCAT OF LANSING			
	TOOL CAT 5600 G WITH QUOTED EQUIPMENT	59,139.00	
20. BRUCE LITTLE			
	REFUND - LAND DIVISION APP INCOMPLETE	200.00	
21. CATHY E GROCE			
	REIMB FOR FOOD ITEMS- BOR MEETING	49.90	
22. CENTRAL EXCAVATING			
	KANSAS/NEWTON/DOBIE SEWER 2016 PAY#1	8,809.95	
	KANSAS/NEWTON/DOBIE SEWER 2016 PAY#1	82,390.05	
	TOTAL	91,200.00	
23. CITY OF EAST LANSING			
	FEBRUARY SHARED ASSESSOR SERVICES	4,867.98	
24. CITY PULSE			
	TWP NOTICES	74.20	
25. COMCAST CABLE			
	CABLE & INTERNET - HNC	178.02	
	HIGH SPEED INTERNET & VOICE - HNC	165.00	
	HIGH SPEED INTERNET	179.30	
	HIGH SPEED INTERNET	149.85	
	ADDITIONAL SERVICES	4.27	
	FEB/MAR SERV & INST FOR 5000 OKEMOS RD	348.85	91993
	FEB/MAR SERV FOR 5000 OKEMOS RD	4.27	91992
	TOTAL	1,029.56	
26. CONNIE L WICKENS			
	REFUND - OVER PM'T OF AMBULANCE BILL	75.00	

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27. CONSUMERS ENERGY	CRC - PMT TO AVOID SHUTOFF	242.45	92002
	CRC - PMT TO AVOID SHUTOFF	183.42	92003
	TOTAL	425.87	
28. COURTESY FORD	FORD REPAIR PARTS 2016	61.58	
	FORD REPAIR PARTS 2016	113.27	
	ELECTRICAL SENSOR POLICE CAR #60-108	371.72	
	TOTAL	546.57	
29. DAVID RUMMINGER	REIMB MILEAGE FOR PRESIDENTAL PRIMARY BALLOT DEL	50.22	91987
30. DBI	MISC SUPPLIES	235.61	
	BINDER LABEL HOLDERS	8.44	
	TOTAL	244.05	
31. D'DESTIN KAUFMANN	REIMB - CDL DRIVER SKILLS TEST & CERTIFICATE	200.00	92006
32. DOUGLASS SAFETY SYSTEMS LLC	NEW FIRE HELMETS	12,563.25	
33. EATON COUNTY PARKS	INSTRUCTOR SKI & SNOWSHOE CLASS	300.00	
34. ESRI INC	ESRI GIS SOFTWARE MAINTENANCE	14,450.00	
	ESRI GIS SOFTWARE MAINTENANCE	1,451.00	
	TOTAL	15,901.00	
35. FEDEX	TRASPORTATION CHARGES	26.75	
36. FIRST ADVANTAGE LNS OCC HEALTH	CLINIC COLLECTION	11.87	
37. FISHBECK, THOMPSON, CARR & HUBER	WETLAND CONSULTING FEES - WUP #16-01	1,125.55	
38. GABRIEL, ROEDER, SMITH & COMP	RETAINER SERVICES	4,000.00	
	CALCULATION OF BENEFITS	800.00	
	TOTAL	4,800.00	
39. GOVHR USA	ASSISTING IN RECRUITING A FINANCE DIRECTOR	475.00	92007
40. HASLETT ANIMAL HOSPITAL	UBY - EXAM & VACCINATIONS	79.10	
41. HASSELBRING CLARK CO	COPIER MAINTENANCE	105.57	
42. INGHAM COUNTY TREASURER	BOR & MTT TV CHANGE ORDERS FOR PRIOR YEARS	1,879.74	92001
43. JANET GAUTHIER	FARM MARKET VENDOR	17.00	
44. JEFFORY BROUGHTON	REPAIR & PARTS	271.50	
45. JOHNSON & ANDERSON INC	CONVERSION OF FLEET SERVICES CMMS TO CITYWORKS PER	755.00	
46. JOHNSON,ROBERTS & ASSOCIATES	PHQ REPORT, INTERNET-REQUIRED EXPLANATIONS	52.00	
47. KATHERINE NINA LINCOLN	ELECTION INSPECTOR	10.00	92004
48. KITCH DRUTCHAS WAGNER VALITUTTI	GAG ORDER REIVIEW/CABLE ISSUES/DAS RESOLUTION	2,350.00	
	DAS/BROADBANK/GAG ORDER REVIEWS - ASHPAUSH AUDIT R	1,700.00	
	TOTAL	4,050.00	
49. KODIAK EMERGENCY VEHICLES	SPENCER PUMPER ON SPARTAN CHASSIS FIRE TRUCK	202,981.00	91988

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50. L3 COMM MOBILE VISION INC	REPAIR OF NITE-WATCH CAMERA	439.00	
51. LANSING FIRE DEPARTMENT	6 ACLS CARDS	30.00	
52. LANSING SANITARY SUPPLY INC	STANDING PO - CLEANING SUPPLIES/EQUIPMENT	84.44	
	PALLET ICE MELT	339.16	
	STANDING PO - CLEANING SUPPLIES/EQUIPMENT	50.04	
	TOTAL	473.64	
53. LANSING UNIFORM COMPANY	STANDARD POLICE UNIFORM PURCHASE	5.60	
	FALL INSPECTION - STANDARD POLICE UNIFORM PURCHASE	41.70	
	STANDARD POLICE UNIFORM PURCHASES	1,025.20	
	STANDARD POLICE UNIFORM PURCHASES	205.80	
	STANDING PO - UNIFORMS	47.95	
	STANDING PO - UNIFORMS	39.95	
	STANDING PO - UNIFORMS	42.95	
	STANDING PO - UNIFORMS	444.25	
	STANDING PO - UNIFORMS	104.95	
	STANDARD POLICE UNIFORM PURCHASES	15.00	
	TOTAL	1,973.35	
54. MERIDIAN DRY CLEANERS	STANDING PO - UNIFORM DRY CLEANING - FEBRUARY	603.00	
55. MERIDIAN MALL	REFUND ESCROW FOR WDV #15-01	1,907.00	
56. MERIDIAN TOWNSHIP	TRANS FOR FLEX CKING P/R 3/18/16	1,119.66	92000
	TRANS FOR FLEX CKING P/R 4-1-16	1,234.66	
	TOTAL	2,354.32	
57. MERS	ACTUAL PAYMENT	954,800.00	92009
	PREPAYMENT	1,432,200.00	92008
	TOTAL	2,387,000.00	
58. MICHIGAN AMATEUR SOFTBALL	BASEBALL BAT HOLOGRAMS	75.00	
59. MICHIGAN MUNICIPAL LEAGUE	WEBSITE CLASSIFIED AD - FINANCE DIRECTOR	121.00	
60. MIKE DEVLIN	REIMB FOR MRPA CONFERENCE EXPENSE	35.30	91994
61. MIKE MCDONALD	REIMB EXPENSES @ MRPA CONFERENCE	43.04	91995
62. MOORE MEDICAL LLC	STANDING PO - EMS AMBULANCE SUPPLIES/EQUIPMENT	491.98	
	STANDING PO - EMS AMBULANCE SUPPLIES/EQUIPMENT	133.78	
	STANDING PO - EMS AMBULANCE SUPPLIES/EQUIPMENT	150.00	
	STANDING PO - EMS AMBULANCE SUPPLIES/EQUIPMENT	578.00	
	STANDING PO - EMS AMBULANCE SUPPLIES/EQUIPMENT	1,034.61	
	TOTAL	2,388.37	
63. MUZZALL GRAPHICS	MEP APPROVED STICKERS FOR EL	417.44	
	FIRE DEPT ENVELOPES	73.00	
	TOTAL	490.44	
64. NANCY MARIE KELLY	ELECTION INSPECTOR	175.00	92005

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65. NAPA	FLEET REPAIR PARTS 2016	39.46	
	FLEET REPAIR PARTS 2016	134.63	
	FLEET REPAIR PARTS 2016	16.00	
	TOTAL	190.09	
66. OFFICEMAX	PALLET - RECYCLED MULTI-USE WHITE COPY PAPER	1,639.01	
67. OKEMOS COMMUNITY EDUCATION	WARDCLIFF ELEMENTARY GYM - ELECTION USE	180.00	
68. PLANNING & ZONING CENTER INC	PLANNING & ZONING NEWS	370.00	
69. PROFESSIONAL BENEFITS SERVICES INC	APRIL - PREMIUM	10,600.20	
70. ROCHE FLOORING	CARPET FOR NEW STATION	1,133.30	
71. ROXANNE ANDREWS	FARMERS MARKET	15.00	91996
72. RYAN MOORE	REIMB - FOR CDL DRIVER SKILLS TEST & CERTIFICATE	200.00	92010
73. SME	SERV FOR JAN 2016 - WONCH PARK PAVILION	611.75	
74. SOCIETY OF ST VINCENT DE PAUL	REIMB TO AVOID EVICTION / CRC EMERG	200.00	91989
75. SOLDAN'S FEED & PET SUPPLIES	CANINE SUPPLIES FOR TWO DOGS	32.99	
	CANINE SUPPLIES FOR TWO DOGS	46.99	
	TOTAL	79.98	
76. SPARROW OUTPATIENT REHABILITATION	SERVICES FOR FEBRUARY	639.00	
77. SPARTAN CHASSIS INC	ESTIMATE ANNUAL SERVICE AND INSPECTIONS TRUCK 504	6,773.03	
78. SPARTAN COUNTRY MEATS LLC	FARM MARKET VENDOR	38.00	91997
	FARM MARKET VENDOR	24.00	
	TOTAL	62.00	
79. STANDARD ELECTRIC CO	PHOTO CELL FOR SERVICE CENTER	9.47	
80. STATE OF MICHIGAN	HARRIS NATURE CENTER DAY CAMP LICENSE	50.00	
	HARRIS NATURE CENTER DAY CAMP LICENSE	50.00	
	TOTAL	100.00	
81. STEVE GROSE	FARM MRKT VENDOR	146.00	91998
82. SUPREME SANITATION	PORTABLE TOILET RENTAL	80.00	
83. TDS	SERVICE FOR MARCH 2016	1,364.49	
84. THE HARKNESS LAW FIRM PLLC	LEGAL FEES-UTC	6,875.59	
85. THE LINCOLN NAT'L LIFE INS CO	APRIL - PREMIUM	3,598.83	
86. THE POLACK CORPORATION	STAPLES FOR COPY MACHINE	107.14	
	SERVICE 2/10 TO 3/09	1,263.88	
	TOTAL	1,371.02	
87. TITUS FARM LLC	FARM MARKET VENDOR	139.00	91999
88. TVU NETWORKS	MONTHLY DATA SERVICE	500.00	

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Vendor Name	Description	Amount	Check #
89. US BANK EQUIPMENT FINANCE			
	CONTRACT PAYMENT	954.00	
	CONTRACT PAYMENT TO 4/12/16	153.97	
	TOTAL	<u>1,107.97</u>	
90. VANBELKUM COMPANIES			
	DIGITAL TRANSCRIPTION KITS	1,991.93	
91. WEST MICHIGAN GLASS BLOCK			
	CANCELED BUILDING PERMIT PB15-0603 @ 5640 CORNELL	48.00	
TOTAL - ALL VENDORS		2,865,198.42	

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Vendor Name	Description	Amount	Check #
1. CATHEY INDUSTRIAL SUPPLIES, CO	NEW VACTOR	90.53	
2. CENTRAL EXCAVATING	KANSAS/NEWTON/DOBIE SEWER 2016 PAY#1	3,250.00	
3. DIXON ENGINEERING	REPLACE & INSTALL AVIATION LIGHTS	500.00	
4. JOHNSON & ANDERSON INC	SCADA PROTOCOL UPGRADE PROPOSAL 10-5-15 J&A#17678	1,100.00	
5. KENNEDY INDUSTRIES INC	REPAIR TO MONTGOMERY LS	2,223.20	
6. MANNIK AND SMITH	GENERAL SERVICES	332.50	
	MARSH RD/INTER-URBAN POCKET PARK	299.25	
	TOTAL	631.75	
7. MATTHEW FOREMAN	REIMB FOR MILEAGE	162.00	26267
8. MERS	ACTUAL PAYMENT	45,200.00	26269
	PREPAYMENT	67,800.00	26268
	TOTAL	113,000.00	
9. SAFETY SERVICES INC	MISC SUPPLIES	25.06	
10. TDS	SERVICE FOR MARCH 2016	155.29	
11. THE LINCOLN NAT'L LIFE INS CO	APRIL - PREMIUM	427.43	
TOTAL - ALL VENDORS		121,565.26	

Date	Merchant Name	Amount	Name
2016/03/22	244 AUTO VALUE EAST LANSI	\$1.69	KYLE WILKINS
2016/03/11	ACORN NATURALISTS	\$219.56	CATHERINE ADAMS
2016/03/25	ADOBE	\$63.58	DARKUS BEASLEY
2016/03/24	ADOBE *ACROPRO SUBS	\$15.89	DEREK PERRY
2016/03/23	AMAZON MKTPLACE PMTS	\$6.29	CHRISTOPHER DOMEYER
2016/03/30	AMAZON MKTPLACE PMTS	\$22.01	WADE PRESTONISE
2016/03/14	AMAZON MKTPLACE PMTS	\$23.48	CATHERINE ADAMS
2016/03/10	AMAZON MKTPLACE PMTS	\$25.85	CATHERINE ADAMS
2016/03/10	AMAZON MKTPLACE PMTS	\$28.42	CAROL HASSE
2016/03/12	AMAZON.COM	\$6.54	CHRISTOPHER DOMEYER
2016/03/22	AMAZON.COM	\$55.98	CHRISTOPHER DOMEYER
2016/03/24	AMAZON.COM AMZN.COM/BILL	\$13.93	CHRISTOPHER DOMEYER
2016/03/21	AMAZON.COM AMZN.COM/BILL	\$31.77	STEPHEN GEBES
2016/03/15	ASAP PRINTING	\$207.94	KATHERINE RICH
2016/03/23	B&H PHOTO, 800-606-6969	\$71.60	DARKUS BEASLEY
2016/03/22	B&H PHOTO, 800-606-6969	\$849.85	DARKUS BEASLEY
2016/03/16	BANNASCH WELDING	\$84.00	PETER VASILION
2016/03/17	BEST BUY 00004168	\$99.98	DEBORAH GUTHRIE
2016/03/16	BLACK CAT BISTRO	\$61.25	DEBORAH GUTHRIE
2016/03/09	BUDGET2269200009774	\$142.42	ROBERT STACY
2016/03/09	BUDGET2269200009776	\$146.84	ROBERT STACY
2016/03/17	BUILDERS HARDWARE	\$14.50	PETER VASILION
2016/03/10	CHEDDAR'S #350	\$8.99	FREDERICK COWPER
2016/03/28	CHEQROOM	\$300.00	ANDREA SMILEY
2016/03/24	CHERRY VALLEY LODGE	(\$21.53)	CATHERINE ADAMS
2016/03/21	CHERRY VALLEY LODGE	\$305.91	CATHERINE ADAMS
2016/03/21	CHERRY VALLEY LODGE	\$336.35	CATHERINE ADAMS
2016/03/23	COMCAST OF LANSING	\$12.81	KRISTI SCHAEDING
2016/03/27	CONTENTDJ INC	\$49.00	DEBORAH GUTHRIE
2016/03/09	CORAL GABLES OF EAST LANS	\$57.40	FRANK L WALSH
2016/03/17	CRACKER BARREL #338 GRAND	\$20.73	DENNIS ANTONE
2016/03/11	DBI BUSINESS INTERIORS	\$525.00	DENNIS ANTONE
2016/03/24	DOMINO'S 1206	\$26.71	DARKUS BEASLEY
2016/03/15	DOMINO'S 1206	\$39.61	DARKUS BEASLEY
2016/03/21	DWYER INSTRUMENTS INC	\$456.98	DENNIS ANTONE
2016/03/16	EAST LANSING PARKING	\$2.25	DEBORAH GUTHRIE
2016/03/18	EB EXECUTIVE LEADERSH	\$25.00	JOYCE A MARX
2016/03/23	EB MRPA 2016 ANNUAL C	\$30.00	DEREK PERRY
2016/03/14	EXCAL VISUAL INC	\$2,094.75	DEREK PERRY
2016/03/24	FAST EDDIE'S OFFICE	\$300.00	DENNIS ANTONE
2016/03/18	FBI NATIONAL ACADEMY ASSO	\$85.00	DAVID HALL
2016/03/14	FOX BROTHERS COMPANY LANS	\$116.21	PETER VASILION
2016/03/28	HASLETT TRUE VALUE HDW	\$1.92	ROBERT MACKENZIE
2016/03/24	HASLETT TRUE VALUE HDW	\$3.98	CHRISTOPHER DOMEYER
2016/03/22	HASLETT TRUE VALUE HDW	\$17.12	DAN PALACIOS
2016/03/16	HASLETT TRUE VALUE HDW	\$22.08	CHRISTOPHER DOMEYER
2016/03/17	HASLETT TRUE VALUE HDW	\$49.47	DAN PALACIOS
2016/03/29	HASLETT TRUE VALUE HDW	\$173.08	PETER VASILION

2016/03/29	HINES PRODUCTS CORP.	\$171.00	KRISTI SCHAEDING
2016/03/10	HOBBY LOBBY #360	\$17.95	KATHERINE RICH
2016/03/18	INTUITIVE CONTROL	\$45.00	CHRISTOPHER DOMEYER
2016/03/18	JETS PIZZA OF HASLETT	\$76.82	KENNITH PHINNEY
2016/03/16	KROGER #793	\$7.98	DARCIE WEIGAND
2016/03/16	KROGER #793	\$14.25	SCOTT DAWSON
2016/03/23	KROGER #793	\$32.46	ANDREA SMILEY
2016/03/23	LEGEND DATA SYSTEMS	\$20.20	WILLIAM PRIESE
2016/03/23	MARKS LOCK SHOP INC	\$24.50	KEITH HEWITT
2016/03/24	MAX&ERMA-LANSING	\$11.00	WILLIAM PRIESE
2016/03/24	MAX&ERMA-LANSING	\$15.00	WILLIAM PRIESE
2016/03/23	MCDONALDWOODWARD	\$105.53	KATHERINE RICH
2016/03/09	MEIJER INC #025 Q01	\$14.85	SCOTT DAWSON
2016/03/24	MEIJER INC #025 Q01	\$22.45	MICHAEL DEVLIN
2016/03/29	MEIJER INC #025 Q01	\$22.74	CATHERINE ADAMS
2016/03/28	MEIJER INC #025 Q01	\$38.92	DARCIE WEIGAND
2016/03/10	MEIJER INC #025 Q01	\$59.94	DARLA JACKSON
2016/03/23	MEIJER INC #025 Q01	\$69.99	JOE VANDOMMELEN
2016/03/24	MEIJER INC #025 Q01	\$95.84	BRANDIE YATES
2016/03/21	MI SECTION AWWA	\$35.00	YOUNES ISHRAIDI
2016/03/29	MICHIGAN ASSOCIATION OF C	\$280.00	DAVID HALL
2016/03/09	MICHIGAN BATTERY EQUIPME	\$243.00	TODD FRANK
2016/03/09	MICHIGAN MUNICIPAL TRE	\$550.00	JULIE BRIXIE
2016/03/15	MICHIGAN SUPPLY CO	(\$72.10)	PETER VASILION
2016/03/11	MIDWEST POWER EQUIPMEN	\$96.48	KEITH HEWITT
2016/03/09	MIDWEST POWER EQUIPMEN	\$125.12	KEITH HEWITT
2016/03/23	MIDWEST POWER EQUIPMEN	\$130.98	KEITH HEWITT
2016/03/25	NFPA NATL FIRE PROTECT	\$150.00	TAVIS MILLEROV
2016/03/24	OFFICEMAX CT*IN#928201	\$92.08	CAROL HASSE
2016/03/24	OFFICEMAX/OFFICEDEPOT #61	\$11.99	CHRISTOPHER DOMEYER
2016/03/16	OFFICEMAX/OFFICEDEPOT #61	\$19.99	LAWRENCE BOBB
2016/03/17	OFFICEMAX/OFFICEDEPOT #61	\$19.99	KRISTI SCHAEDING
2016/03/23	OFFICEMAX/OFFICEDEPOT #61	\$47.87	ANDREA SMILEY
2016/03/10	OFFICEMAX/OFFICEDEPOT #61	\$75.29	ROBIN FAUST
2016/03/09	OKEMOS HARDWARE INC	\$101.97	TODD FRANK
2016/03/22	PARKING-LC VERIFONES	\$6.00	DEREK PERRY
2016/03/29	PAYPAL *MAP-MI CHPT	\$125.00	JOHN HECKAMAN
2016/03/29	PAYPAL *MAP-MI CHPT	\$125.00	CAROL MORGANROTH
2016/03/21	PAYPAL *MEDA	\$35.00	PETER MENSER
2016/03/09	PETSMART INC 724	\$7.00	CATHERINE ADAMS
2016/03/19	PETSMART INC 724	\$7.00	CATHERINE ADAMS
2016/03/29	PETSMART INC 724	\$7.00	CATHERINE ADAMS
2016/03/12	PITNEY BOWES*	\$193.76	JOAN HORVATH
2016/03/16	QUALITY DAIRY 31280027	\$31.19	DARCIE WEIGAND
2016/03/18	SHOWSPAN INCORPORATED	\$28.00	LAWRENCE BOBB
2016/03/17	SIGN FACTORY INC	\$141.11	KATHERINE RICH
2016/03/24	SOFTWAREKING	\$124.99	BRANDIE YATES
2016/03/14	SOLDAN'S FEEDS & PET S	\$7.45	KATHERINE RICH
2016/03/21	SPEEDWAY 08640 GRA	\$21.39	CATHERINE ADAMS

2016/03/24	STANDARD ELECTRIC COMP	\$21.53	TOM OXENDER
2016/03/19	STAPLES DIRECT	\$59.97	ANDREA SMILEY
2016/03/17	STATE OF MI CASHIER	\$66.30	DAVID HALL
2016/03/21	SUBWAY 00350041	\$8.75	CATHERINE ADAMS
2016/03/21	SUBWAY 00350041	\$8.75	KATHERINE RICH
2016/03/09	THE HOME DEPOT 2723	\$7.97	RICH WHEELER
2016/03/11	THE HOME DEPOT 2723	\$11.91	PETER VASILION
2016/03/23	THE HOME DEPOT 2723	\$16.82	KEITH HEWITT
2016/03/15	THE HOME DEPOT 2723	\$20.24	ROBERT MACKENZIE
2016/03/10	THE HOME DEPOT 2723	\$21.97	JOE VANDOMMELEN
2016/03/22	THE HOME DEPOT 2723	\$22.98	KYLE WILKINS
2016/03/10	THE HOME DEPOT 2723	\$23.96	MIKE ELLIS
2016/03/10	THE HOME DEPOT 2723	\$29.97	ROBERT MACKENZIE
2016/03/21	THE HOME DEPOT 2723	\$61.90	PETER VASILION
2016/03/27	TOM'S FOOD	\$9.78	WILLIAM RICHARDSON
2016/03/11	WAL-MART #2866	(\$85.57)	ROBIN FAUST
2016/03/17	WAL-MART #2866	\$48.13	DEBORAH GUTHRIE
2016/03/22	WALMART.COM 8009666546	\$190.35	DARKUS BEASLEY

\$11,411.87

**MEMORANDUM**

**TO:** Township Board  
**FROM:** Frank L. Walsh  
Frank L. Walsh, Township Manager  
**DATE:** March 31, 2016  
**RE:** **Environmental Commission Appointment**

---

Please review the five attached applications to serve on Meridian Township's Environmental Commission. There is currently one vacancy on the Commission. Please consider the applications and select a new representative to serve.

Matt Ellsworth  
Marina Ionescu Heos  
Susan Masten  
Rico Rios  
Erica Wolf

**MOVE TO APPOINT \_\_\_\_\_ TO THE ENVIRONMENTAL  
COMMISSION FOR THE TERM ENDING DECEMBER 31, 2018.**

**Attachments:**  
Applications for Public Service

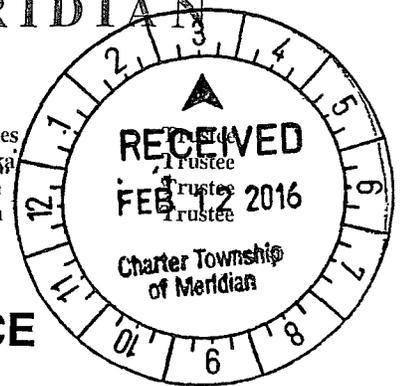
# CHARTER TOWNSHIP OF MERIDIAN

Elizabeth Ann LeGoff  
Brett Dreyfus  
Julie Brixie  
Frank L. Walsh

Supervisor  
Clerk  
Treasurer  
Manager



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



## APPLICATION FOR PUBLIC SERVICE

I am interested in service on one or more of the following public bodies as checked below:

- Assessing Board of Review\*
- Board of Water and Light Representative\*
- Building and/or Fire Board of Appeals and Building Hearing Officer
- Cable Communications Commission\*
- Capital Area Transportation Authority (C.A.T.A.)
- Community Resources Commission
- Downtown Development Authority\*
- East Lansing-Meridian Water & Sewer Authority
- Economic Development Corporation
- Elected Officials Compensation Commission\*
- Environmental Commission
- Land Preservation Advisory Board
- Park Commission (elected/appointed)
- Pension Trustees
- Planning Commission
- Township Board (elected/appointed)
- Zoning Board of Appeals
- Lake Lansing Watershed Advisory Committee\*
- Other

(\*Special conditions restrict eligibility for appointment)

Indicate areas not included above which may warrant special attention or study that are of interest to you:

Summarize your reasons for applying for this type of public service:

Describe education, experience or training which will assist you if appointed. (Attach resume if available)

Name: Matt Ellsworth  
 Occupation: Medicaid Contractor Place of Employment: Molina Healthcare (Remote - Okemos, MI)  
 Home Address: 4235 Van Atta; Okemos  
 Phone: (days) 208-724-9306 (evenings) \_\_\_\_\_ E-mail mellsworth231@gmail.com  
 Signature: [Signature] Date 2/12/2016

Other than the Downtown Development Authority Board and the Economic Development Corporation, persons appointed to Meridian Township boards and commissions must be a resident and elector (if of voting age) of the Township during the term of office. Excessive absences may be cause for review of appointment.

(PLEASE USE BACK IF NEEDED)

The policy for appointment of candidates to the various public service positions is based on the following criteria: desire to serve, experience, expertise, availability of time to serve, and maintenance of equitable geographic representation. In most instances it will be desirable to develop further information through a personal interview. This application will be retained in township files for two years. Please return this form to the Office of the Clerk, Charter Township of Meridian.

FOR OFFICE USE ONLY			
Date Received	<u>2.12.16</u>	Distro: <u>EL, FW</u>	Application # <u>CRC 1601</u>
Registered Voter:	<u>Y/N</u>	<u>DJ, MK, JG</u>	<u>EC 1602, PC 1602</u>
Date Appointed:		<u>BD MEMBERS</u>	<u>LPAB 1601</u>

Revised: April 26, 2015

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

www.meridian.mi.us



## Matthew P. Ellsworth

4235 Van Atta Rd.  
Okemos, MI 48864

phone: 208.724.9306  
[mellsworth231@gmail.com](mailto:mellsworth231@gmail.com)

### Employment/Work History:

#### **Molina Healthcare: Remote (Okemos, MI)**

**October 2014 – Present**

**MITA Business Process Modeler/Trainer:** Contribute to the development and operation of Medicaid IT systems that address fiscal agent requirements of state Medicaid programs. Work with state Medicaid agencies to develop and model Medicaid Information Technology Architecture (MITA) business processes that comply with federal requirements and meet state client needs. Write user guides and support documents to educate state staff on use of Medicaid IT systems. Prepare e-learning training videos for state agency staff. Conduct in-person trainings on system functionality and use.

#### **State of Michigan, House Fiscal Agency: Lansing MI**

**September 2013 – October 2014**

**Senior Fiscal Analyst:** Provided objective, non-partisan information to the Michigan House of Representatives. Assisted Appropriations Committee in setting the state budget. Facilitated budget-setting process for the Division of Medicaid in the Department of Community Health. Reviewed proposed legislation to determine programmatic and fiscal impacts. Educated legislators about Medicaid financing, managed/accountable care, provider assessment mechanisms, federal guidelines, etc.

#### **Idaho Legislative Services Office: Boise, ID**

**October 2010 – September 2013**

**Principal Budget & Policy Analyst:** Provided objective, non-partisan information to the State Legislature. Assisted Legislature in setting the state budget. Facilitated budget-setting process for health and human service agencies including Medicaid, Welfare, Public Health, Aging, and others. Monitored changes at the state and federal level and reported findings to legislators, agencies, and stakeholders through legislative committee presentations, small group discussions, and other formal and informal means. Educated decision makers about Medicaid financing, the Affordable Care Act, and related health and human services topics. Helped decision makers identify direction and monitored agency activities in response. Wrote budget bills and other legislation. Engaged agency directors/administrators and other internal and external partners to identify needs, consider programmatic issues/opportunities, and understand overall operational approach. Worked collaboratively with the Governor's budget office to develop and refine process and guidelines for agency budget request submittal. Assisted in hiring process and trained new employees.

#### **Idaho Department of Health and Welfare: Boise, ID**

**July 2010 – October 2010**

**Management Analyst, Senior:** Organized, compiled, analyzed, and reported performance measurement, program beneficiary, and related information. Assisted self-reliance program managers with federal reporting, compliance, and operational issues.

#### **City of Meridian Planning Department: Meridian, ID**

**February 2006 – July 2010**

**Associate City Planner:** Engaged elected officials/stakeholders in preparation of plans and strategic direction. Made presentations to elected/appointed bodies, community organizations, and the public. Developed RFPs, selected consultants, negotiated contracts and managed project teams. Coordinated with public and quasi-public entities to educate, advocate, and engage partners on planning and policy issues. Facilitated workgroups; resolved constituent issues. Represented the city on boards and committees in an intergovernmental coordination capacity. Managed all aspects of Community Development Block Grant program. Prepared and presented written reports to elected officials and the public.

#### **Caldwell Economic Development Council: Caldwell, ID**

**June 2004 – February 2006**

**Economic Development Specialist:** Assisted with city planning and redevelopment efforts, wrote grants/ secured funding, facilitated meetings, and coordinated with government officials. Gathered real estate, demographic, and workforce information for site selectors, developers, and business representatives.

### Education:

#### **Boise State University: Boise, ID**

Master's in Public Administration, emphasis in natural resource policy. Coursework in budgeting, state and local government, research methods, policy process, organizational theory, and personnel management.

#### **Clemson University: Clemson, SC**

Bachelor of Arts in Political Science; Minor in Philosophy.

#### **Okemos High School: Okemos, MI**

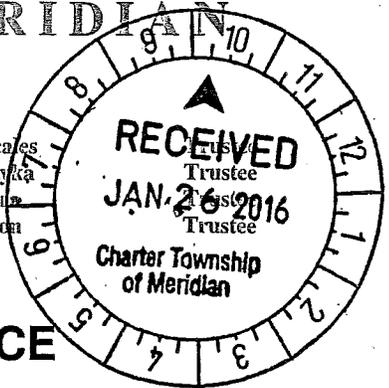
High School Diploma.

# CHARTER TOWNSHIP OF MERIDIAN

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



Milton L. Scales  
 Ronald J. Styka  
 John Veenstiz  
 Angela Wilson



## APPLICATION FOR PUBLIC SERVICE

I am interested in service on one or more of the following public bodies as checked below:

- Assessing Board of Review\*
- Board of Water and Light Representative\*
- Building and/or Fire Board of Appeals and Building Hearing Officer
- Cable Communications Commission\*
- Capital Area Transportation Authority (C.A.T.A.)
- Community Resources Commission
- Downtown Development Authority\*
- East Lansing-Meridian Water & Sewer Authority
- Economic Development Corporation
- Elected Officials Compensation Commission\*
- Environmental Commission
- Land Preservation Advisory Board
- Park Commission (elected/appointed)
- Pension Trustees
- Planning Commission
- Township Board (elected/appointed)
- Zoning Board of Appeals
- Lake Lansing Watershed Advisory Committee\*
- Other

(\*Special conditions restrict eligibility for appointment)

Indicate areas not included above which may warrant special attention or study that are of interest to you:

*Lake Dr. signage, speed limit, and pedestrian/runner/biker safety.*

Summarize your reasons for applying for this type of public service:

*I've been a Haslett resident since Nov. 2013, I have a young child that I look forward to raising in Haslett.*

Describe education, experience or training which will assist you if appointed. (Attach resume if available)

Name: Marina Ionescu Heos  
 Occupation: music teacher Place of Employment: self-employed  
 Home Address: 6233 W. Lake Dr., Haslett, MI 48840  
 Phone: (days) (517) 927-2701 (evenings) \_\_\_\_\_ E-mail aniramex@gmail.com  
 Signature Marina Ionescu Heos Date 1/21/2016

Other than the Downtown Development Authority Board and the Economic Development Corporation, persons appointed to Meridian Township boards and commissions must be a resident and elector (if of voting age) of the Township during the term of office. Excessive absences may be cause for review of appointment.

(PLEASE USE BACK IF NEEDED)

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FOR OFFICE USE ONLY			
Date Received	<u>1/26/16</u>	Distro: <u>EL FW</u>	Application # <u>BOR 1601</u>
Registered Voter:	<u>Y/N</u>	<u>DL, DP, MK</u>	<u>EC 1601 LLAC 1601</u>
Date Appointed:		<u>BD MEMBERS</u>	<u>PC 1601</u>

Revised: April 23, 2015

5151 MARSH ROAD, OKEMOS, MICHIGAN 48864-1198 (517) 853-4000  
 www.meridian.mi.us



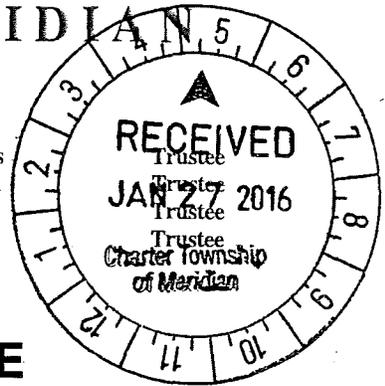
# CHARTER TOWNSHIP OF MERIDIAN

Elizabeth Ann LeGoff  
Brett Dreyfus  
Julie Brixie  
Frank L. Walsh

Supervisor  
Clerk  
Treasurer  
Manager



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



## APPLICATION FOR PUBLIC SERVICE

I am interested in service on one or more of the following public bodies as checked below:

- |                                                                                             |                                                                     |
|---------------------------------------------------------------------------------------------|---------------------------------------------------------------------|
| <input type="checkbox"/> Assessing Board of Review*                                         | <input type="checkbox"/> Elected Officials Compensation Commission* |
| <input type="checkbox"/> Board of Water and Light Representative*                           | <input checked="" type="checkbox"/> Environmental Commission        |
| <input type="checkbox"/> Building and/or Fire Board of Appeals and Building Hearing Officer | <input type="checkbox"/> Land Preservation Advisory Board           |
| <input type="checkbox"/> Cable Communications Commission*                                   | <input type="checkbox"/> Park Commission (elected/appointed)        |
| <input type="checkbox"/> Capital Area Transportation Authority (C.A.T.A.)                   | <input type="checkbox"/> Pension Trustees                           |
| <input type="checkbox"/> Community Resources Commission                                     | <input type="checkbox"/> Planning Commission                        |
| <input type="checkbox"/> Downtown Development Authority*                                    | <input type="checkbox"/> Township Board (elected/appointed)         |
| <input type="checkbox"/> East Lansing-Meridian Water & Sewer Authority                      | <input type="checkbox"/> Zoning Board of Appeals                    |
| <input type="checkbox"/> Economic Development Corporation                                   | <input type="checkbox"/> Lake Lansing Watershed Advisory Committee* |
|                                                                                             | <input type="checkbox"/> Other                                      |

(\*Special conditions restrict eligibility for appointment)

Indicate areas not included above which may warrant special attention or study that are of interest to you:

Summarize your reasons for applying for this type of public service: *I believe that my experience*

*as an environmental engineer and my interest in environmental issues will be an asset to the community. And I would love to help make MT the best it can be.*  
Describe education, experience or training which will assist you if appointed. (Attach resume if available) *PhD in environmental engineering experience w/ land development*

Name: Susan Masten

Occupation: Professor Place of Employment: MSU

Home Address: 1320 Ivywood Dr

Phone: (days) 355 2254 (evenings) 708 7397 E-mail masten@msu.edu

Signature Susan J Masten Date 1/27/2016

Other than the Downtown Development Authority Board and the Economic Development Corporation, persons appointed to Meridian Township boards and commissions must be a resident and elector (if of voting age) of the Township during the term of office. Excessive absences may be cause for review of appointment.

(PLEASE USE BACK IF NEEDED)

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FOR OFFICE USE ONLY			
Date Received	<u>1.27.16</u>	Distro: <u>EL FW</u>	Application # <u>EC 1602</u>
Registered Voter:	<u>Y/N</u>	<u>MK</u>	
Date Appointed:		<u>BD MEMBERS</u>	



Susan J. Masten

Michigan State University  
Dept. of Civil and Environmental Engineering  
Engineering Research Complex A137  
East Lansing, MI 48824

Email: masten@egr.msu.edu  
Work Phone: (517) 355-2254  
Home Phone: (517) 708-7397

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## Career Summary

My career as an educator is grounded in the discovery, integration, application and transfer of knowledge. My research centers on the discovery of the mechanisms by which ozone and other oxidants react with contaminants of interest and determining the identity and toxicity of products formed by these reactions. Discovery has led me to the application of ozone to drinking water treatment, odor control in animal production operations, and *in situ* soil remediation. My current research interests focus on the develop drinking water treatment technologies that are more effective and suitable for use in decentralized water treatment systems. Discovery and application are fruitless unless knowledge transfer occurs. I continue to strengthen undergraduate engineering education by investigating novel ways to better engage students and improve their learning. I have also taken my knowledge to the general community through efforts in hazardous waste education. Through several grants and the development of a teaching certification program for MSU engineering doctoral students, I have helped to better integrate students into the educational process, both inside and outside the classroom.

## Education

Ph.D. Harvard University, Environmental Engineering, Nov. 1986  
M.S.E. West Virginia University, Environmental Engineering, Aug. 1981  
B.S. Fairleigh Dickinson University, Biochemistry, Feb. 1979

## Experience

Associate Chair, Undergraduate Studies (2014-present) Department of Civil and Environmental Engineering, Michigan State University, East Lansing, MI  
Professor, (2001-present) Department of Civil and Environmental Engineering, Michigan State University, East Lansing, MI.  
Professor, (July 2005-Aug. 2008) Dept. of Civil Engineering, McMaster University, Hamilton, ON.  
Director, Level 1 Engineering (July 2005-Aug. 2008) Faculty of Engineering, McMaster University, Hamilton, ON.  
Associate Chair and Graduate Coordinator, (May 2003-May 2005) Department of Civil and Environmental Engineering, Michigan State University, East Lansing, MI.  
Adjunct Associate/Full Professor, (1997-2005) Department of Chemical Engineering, Michigan State University, East Lansing, MI.  
Associate Professor, (1995-2001 ) Department of Civil and Environmental Engineering, Michigan State University, East Lansing, MI.  
Adjunct Associate/Full Professor, (1995-) Department of Agricultural Engineering, Michigan State University, East Lansing, MI.  
Assistant Professor, (1989-1995 ) Department of Civil and Environmental Engineering, Michigan State University, East Lansing, MI.  
Research Scientist, (1988-1989) NSI Technology Services, R.S. Kerr Environmental Laboratory, Ada, OK.  
Visiting Assistant Professor, (1987-1988) Department of Civil Engineering, SUNY at Buffalo, Buffalo, NY.

Postdoctoral Research Associate, (1986-1987) Department of Inorganic Chemistry, University of Melbourne, Parkville, Australia.

Graduate Research Assistant (1983-1986) Harvard University, Cambridge, MA.

Teaching Fellow (Spring 1982, Fall 1983, 1984) Harvard University, Cambridge, MA.

## Teaching Philosophy

Teaching is not just transferring knowledge from the source (instructor) to the recipient (student). Instead it is encouraging, exciting, and mentoring students to become learners. Throughout the years my goal has been not to just to “teach” but to explore how to be best teacher and mentor that I can be. I have explored ways to engage students using collaborative learning techniques; I have explored different testing techniques and learning styles; and I have attempted to integrate new discoveries and applications into the classroom.

In addition to teaching in the regular classroom, I have worked extensively with the Technical Outreach Services for Communities (TOSC) program, the outreach section of the Great Lakes/ Mid Atlantic Hazardous Substance Research Center. TOSC is a program funded by the U.S. Environmental Protection Agency, with the purpose to educate the general public in communities with hazardous waste sites (transferring knowledge) so that they can contribute more effectively in the decision-making process. I have provided technical assistance and education (including writing numerous technical documents and giving presentations) pertaining to site remediation and hazardous waste contamination. My activities with TOSC have also benefited students in my classroom, as I have been able to transfer the knowledge learned by working with these communities to my students. I can bring real-world problems to the classroom, which can assist them in working within the constraints of incomplete information, economics and public perception. I have become a better listener, attempting to understand the underlying issues with which the communities deal.

In many of these projects I took a lead role, teaching, mentoring, supervising students and writing papers. For clarification, I have marked the lead faculty author on all papers with the following symbol:  $\Psi$ . As senior faculty author, this person had the major responsibility for supervising graduate students and post-doctoral associates and for writing the paper.

## Education-Oriented Publications (Teaching/Hazardous Waste Education)

### Books

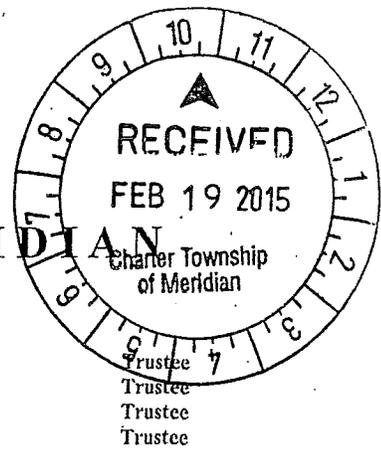
Davis, M. L and S.J. Masten. c. 2014. Fundamentals of Environmental Engineering and Science, 3<sup>rd</sup> ed. McGraw-Hill Publ., New York. (I wrote seven chapters, Mackenzie Davis wrote eight).

Davis, M. L and S.J. Masten. 2007. Fundamentals of Environmental Engineering and Science, 2<sup>nd</sup> ed. McGraw-Hill Publ., New York. (I wrote seven chapters, Mackenzie Davis wrote eight).

Davis, M. L and S.J. Masten. 2003. Fundamentals of Environmental Engineering and Science, McGraw-Hill Publ., New York. (I wrote six chapters, Mackenzie Davis wrote eight).

### Reviewed, Archival Journal Papers

Masten, S.J $\Psi$ , K-C. Chen, J. Graulau, S.L. Kari, and K-H Lee. A Web-based and Group Learning Environment for Introductory Environmental Engineering. J. Engineering Education. 91(1): 69-80.



# CHARTER TOWNSHIP OF MERIDIAN

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



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

Trustee  
 Trustee  
 Trustee  
 Trustee

## APPLICATION FOR PUBLIC SERVICE

I am interested in service on one or more of the following public bodies as checked below:

- |                                                                                                        |                                                                         |
|--------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------|
| <input type="checkbox"/> Assessing Board of Review*                                                    | <input type="checkbox"/> Elected Officials Compensation Commission*     |
| <input type="checkbox"/> Board of Water and Light Representative*                                      | <input checked="" type="checkbox"/> Environmental Commission            |
| <input checked="" type="checkbox"/> Building and/or Fire Board of Appeals and Building Hearing Officer | <input checked="" type="checkbox"/> Land Preservation Advisory Board    |
| <input type="checkbox"/> Cable Communications Commission*                                              | <input checked="" type="checkbox"/> Park Commission (elected/appointed) |
| <input checked="" type="checkbox"/> Capital Area Transportation Authority (C.A.T.A.)                   | <input type="checkbox"/> Pension Trustees                               |
| <input checked="" type="checkbox"/> Community Resources Commission                                     | <input checked="" type="checkbox"/> Planning Commission                 |
| <input checked="" type="checkbox"/> Downtown Development Authority*                                    | <input checked="" type="checkbox"/> Township Board (elected/appointed)  |
| <input type="checkbox"/> East Lansing-Meridian Water & Sewer Authority                                 | <input checked="" type="checkbox"/> Zoning Board of Appeals             |
| <input checked="" type="checkbox"/> Economic Development Corporation                                   | <input type="checkbox"/> Lake Lansing Watershed Advisory Committee*     |
|                                                                                                        | <input type="checkbox"/> Other                                          |

(\*Special conditions restrict eligibility for appointment)

Indicate areas not included above which may warrant special attention or study that are of interest to you:

Summarize your reasons for applying for this type of public service:

To serve my community on a more local level and build relationships with community members and visitors of Meridian

Describe education, experience or training which will assist you if appointed. (Attach resume if available)

Name: Rico Rios

Occupation: Court officer Place of Employment: Ingham County 30<sup>th</sup> Circuit Court

Home Address: 5910 E. Sleepy Hollow Ln E. Lansing MI 48823

Phone: (days) 517-717-8773 (evenings) \_\_\_\_\_ E-mail rrios@ingham.cofc

Signature: [Signature] Date 2/19/15

Other than the Downtown Development Authority Board, persons appointed to Meridian Township boards and commissions must be a resident and elector (if of voting age) of the Township during the term of office. Excessive absences may be cause for review of appointment.

(PLEASE USE BACK IF NEEDED)

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FOR OFFICE USE ONLY			
Date Received	<u>2.19.15</u>	Distro: <u>EL, FW, MK</u>	Application # <u>CATA 1502 EDC 1502 EC 1502</u>
Registered Voter:	<u>(Y/N)</u>	<u>EM, DJ, JA</u>	<u>BBA/FBA 1502 LPAB 1502 PC 1502</u>
Date Appointed:		<u>BD MEMBERS</u>	<u>CRC 1503 DPA 1502 PK 1502 ZBA 1502</u>

Revised: November 14, 2014

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

www.meridian.mi.us



# Ricardo Manuel Rios

## Objective

---

To utilize my skills, education and experience to serve the community of Meriden Township

## Experience

---

February '12- Current                      30<sup>th</sup> Judicial Circuit Court: Friend of the Court                      Lansing, MI

### Court Officer

- Assigned to enforce court orders pertaining to child support, spousal support and child care.
  - Monitors cases to ensure compliance with court orders and follows up with enforcement action.
  - Responds to inquires related to court orders, enforcement issues, case arrearages and other duties as assigned.
- 

November '09- February '12                      30<sup>th</sup> Judicial Circuit Court: Family Division                      Lansing, MI

### Court Officer

- Assisted caseworkers in monitoring juveniles and their families under the supervision of the Court.
  - Conducted investigations of neglect and delinquent cases referred to the Court by making home inspections.
  - Made referrals to appropriate community agencies including substance abuse and mental health treatment centers, educational programs and various other agencies.
- 

July '06- January '12                      East Lansing Police Department                      East Lansing, MI

### Enforcement Officer

- Patrol city limits and enforce city codes and laws.
  - Respond to calls of service and conduct investigations, issue citations and seize property.
  - Write incident reports and testify in court proceedings.
- 

## Education

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September '03 - Currently

Lansing, MI

**Lansing Community College** – Associates Degree

**Siena Heights University** – Political Science/ Pre-Law

## References

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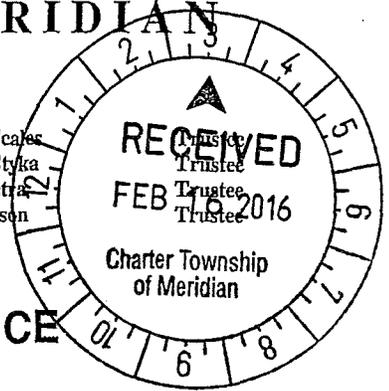
Letters from References are included for your review.

# CHARTER TOWNSHIP OF MERIDIAN

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



Milton L. Scales  
 Ronald J. Styka  
 John Vecnstra  
 Angela Wilson



## APPLICATION FOR PUBLIC SERVICE

I am interested in service on one or more of the following public bodies as checked below:

- |                                                                                             |                                                                     |
|---------------------------------------------------------------------------------------------|---------------------------------------------------------------------|
| <input type="checkbox"/> Assessing Board of Review*                                         | <input type="checkbox"/> Elected Officials Compensation Commission* |
| <input type="checkbox"/> Board of Water and Light Representative*                           | <input checked="" type="checkbox"/> Environmental Commission        |
| <input type="checkbox"/> Building and/or Fire Board of Appeals and Building Hearing Officer | <input type="checkbox"/> Land Preservation Advisory Board           |
| <input type="checkbox"/> Cable Communications Commission*                                   | <input type="checkbox"/> Park Commission (elected/appointed)        |
| <input type="checkbox"/> Capital Area Transportation Authority (C.A.T.A.)                   | <input type="checkbox"/> Pension Trustees                           |
| <input type="checkbox"/> Community Resources Commission                                     | <input type="checkbox"/> Planning Commission                        |
| <input type="checkbox"/> Downtown Development Authority*                                    | <input type="checkbox"/> Township Board (elected/appointed)         |
| <input type="checkbox"/> East Lansing-Meridian Water & Sewer Authority                      | <input type="checkbox"/> Zoning Board of Appeals                    |
| <input type="checkbox"/> Economic Development Corporation                                   | <input type="checkbox"/> Lake Lansing Watershed Advisory Committee* |
|                                                                                             | <input type="checkbox"/> Other                                      |

(\*Special conditions restrict eligibility for appointment)

Indicate areas not included above which may warrant special attention or study that are of interest to you:

Summarize your reasons for applying for this type of public service:

*see attached*

Describe education, experience or training which will assist you if appointed. (Attach resume if available)

*see attached*

Name: Erica Wolf

Occupation: Env. Quality Analyst Place of Employment: State of MI, Department of Env. Quality

Home Address: 4965 Hillcrest Ave., Okemos, M.I. 48864

Phone: (days) 517-404-6284 (evenings) \_\_\_\_\_ E-mail ericagpb@mac.com

Signature Erica Wolf Date 2-12-16

Other than the Downtown Development Authority Board and the Economic Development Corporation, persons appointed to Meridian Township boards and commissions must be a resident and elector (if of voting age) of the Township during the term of office. Excessive absences may be cause for review of appointment.

(PLEASE USE BACK IF NEEDED)

The policy for appointment of candidates to the various public service positions is based on the following criteria: desire to serve, experience, expertise, availability of time to serve, and maintenance of equitable geographic representation. In most instances it will be desirable to develop further information through a personal interview. This application will be retained in township files for two years. Please return this form to the Office of the Clerk, Charter Township of Meridian.

FOR OFFICE USE ONLY			
Date Received	<u>2.16.16</u>	Distro: <u>EL FW</u>	Application # <u>EC 1603</u>
Registered Voter:	<u>Y/N</u>	<u>MK</u>	
Date Appointed:		<u>BD MEMBERS</u>	

Revised: April 28, 2015

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

www.meridian.mi.us



February 12, 2016

Meridian Township  
Environmental Commission  
5151 Marsh Rd.  
Okemos, MI 48864

Environmental Commission Vacancy Decision Makers,

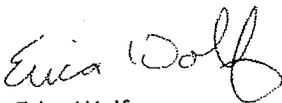
I would like to apply for one of the vacant positions on the Meridian Township Environmental Commission. I have a desire to help with Township decisions that deal with the environment and a corresponding educational background that would be useful on the Commission.

My family moved to Okemos four years ago and we take advantage of many resources that the Township has; the vast park system, Harris Nature center, sledding hills, and the farmers market. I have noticed that except for the farmers market few families seem to utilize these resources. I would like to be able to contribute to the preservation and expansion of these resources through the Township planning process.

In addition to the natural resources, there are other good environmental advantages that the Township has that are under promoted, such as curbside recycling that accepts almost everything except glass and being close to a great public transit system. I would like to be a part of efforts to educate the public about these programs and help the Township with future environmental programs.

Not only do I have a personal reason for contributing, giving back to my community, I also have a background in environmental programs that give me a good perspective on environmental issues; a B.S. in Environmental Health where I focused on human toxicology and water quality issues, jobs in consulting dealing with asbestos abatement, radon and mold testing, and my current position with the Michigan Department of Environmental Quality, Air Quality Division where I deal with long-term air planning issues. My attached resume provides more details.

I look forward to hearing from you soon,



Erica Wolf  
(517) 404-6284  
ericagpb@mac.com

Erica O. Wolf  
4965 Hillcrest Ave.  
Okemos, MI 48864  
(517) 404-6284  
[ericagpb@mac.com](mailto:ericagpb@mac.com)

**Work Experience:**

State of Michigan, Department of Environmental Quality June 2013-Present  
Air Quality Division, State Implementation Plan Unit

- Make changes to current Air Quality Division Rules to align with U.S. Environmental Protection Agency rules.
- Stay educated on current air quality issues throughout the country.
- Update the Michigan State Implementation Plan.
- Work to redesignate areas of the state as attainment for different National Ambient Air Quality Standards.
- Collaborate with outside stakeholders as needed.
- Obtain enforcement delegation from U.S. Environmental Protection Agency for various air quality programs.
- Create State Plans for certain classes of incinerators.

State of Michigan, Department of Environmental Quality September 2003-June 2013  
Air Quality Division, Air Monitoring Unit

- Operate and maintain ambient air quality instruments at several air monitoring sites in Southeastern Michigan.
- Train new employees on air sampling equipment and procedures.
- Collect and validate sampling data.

Testing Engineers & Consultants March 2003-September 2003

- Conducted indoor air sampling during asbestos and mold abatement projects.
- Provide on-site consultation and supervision of contractors during abatement projects.
- Prepared related correspondence, reports, and memos to clients.

**Volunteer Experience:**

Stepping Stones Montessori School, East Lansing Fall 2013-Summer 2014

- Served as School Board member.
- Lead the Strategic Planning Committee.

Friends of the Rouge Summer 2001

- Educated middle school children on water quality and water sampling techniques.
- Supervised sampling of a Rouge River tributary.

Erica O. Wolf  
4965 Hillcrest Ave.  
Okemos, MI 48864  
(517) 404-6284  
[ericagpb@mac.com](mailto:ericagpb@mac.com)

**Education:**

Thomas M. Cooley Law School

- Juris Doctorate

May 2012

Oakland University

- Bachelor of Science in Environmental Health,  
Specialization in Toxic Substance Control
- Minor in Spanish
- Honors College Graduate

May 2003

**Professional Memberships:**

Toastmasters International

- Member and Treasurer of Toastnotables Toastmaster Club

Gamma Phi Beta International Sorority

- Member of Lansing Area Alumnae Group
- Events promotion via management of Facebook Page and submittals to Sorority magazine

**References:**

Mary Maupin

Michigan Department of Environmental Quality  
Air Quality Division,  
State Implementation Plan Supervisor  
(517) 284-6755

Jeff Haarer

Michigan Department of Agriculture & Rural Development  
Pesticide & Plant Pest Management Division,  
Producer Security Services Section Manager  
(517) 241-2865

Craig Fitzner

Michigan Department of Environmental Quality  
Air Quality Division,  
Air Monitoring Unit Supervisor  
(517) 284-6743

**MEMORANDUM**

**TO:** Township Board

**FROM:**   
Peter Menser  
Associate Planner

**DATE:** March 22, 2016

**RE:** Celebrate Meridian Liquor License

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The Meridian Township Downtown Development Authority (DDA) is requesting Township Board approval to apply for a one-day liquor license to sell beer and wine at the Celebrate Meridian event scheduled for Saturday, June 11, 2016. The license type is a "Special License for Consumption on the Premises" which is issued by the Michigan Liquor Control Commission (MLCC), under authority from the Michigan Department of Licensing and Regulatory Affairs (LARA). A certified copy of a resolution of the Township Board authorizing the license request must be included in the application to the State.

For municipalities, the license fee for the "Special License" is \$50. The license is good for one day, with sales restricted to 7:00 a.m. until 2 a.m. The Celebrate event will run from approximately 12 p.m. until 11 p.m. The DDA is prepared to provide a secure site with appropriate barriers as required per law, and monitor and restrict beer/wine sales from visibly intoxicated persons and minors.

- **MOTION TO APPROVE DDA REQUEST TO APPLY FOR ONE-DAY LIQUOR LICENSE FROM THE MICHIGAN LIQUOR CONTROL COMMISSION (MLCC) FOR THE CELEBRATE MERIDIAN EVENT ON JUNE 11, 2016**

**Attachment**

1. Resolution to approve license application.



**RESOLUTION TO APPROVE  
DDA Liquor License Request (Township Board)  
Page 2**

I, the undersigned, the duly qualified and acting Clerk of the Charter Township of Meridian, Ingham County, Michigan, DO HEREBY CERTIFY that the foregoing is a true and a complete copy of a resolution adopted at a regular meeting of the Township Board on the 5th day of April, 2016.

---

Brett Dreyfus, CMMC  
Township Clerk

G:\Community Planning & Development\Planning\DDA\EVENTS\2016\DDA license resolution.doc

## MEMORANDUM

**TO:** Township Board

**FROM:**   
Mark Kieselbach  
Director of Community Planning and Development

  
Harmony Gmazel, AICP  
Associate Planner

**DATE:** March 29, 2016

**RE:** Rezoning #16-14060 (Meridian Hospitality, LLC), request to amend the conditions of Rezoning #14060 (Boomer, LLC).

---

The applicant, Meridian Hospitality, LLC requested to amend the conditions of Rezoning #14060 (Boomer, LLC) by removing the term "all-suites" from the language of the August 19, 2014 approved conditional rezoning as applicable to 2350 Jolly Oak Road.

The Planning Commission held a public hearing at its February 22, 2016 meeting and recommended approval on the rezoning request at its March 14, 2016 meeting. During its discussions, the Planning Commission commented that the request does not change the makeup of the area, and the applicant did not request any variances.

On March 14, 2016 the Planning Commission voted unanimously to recommend approval of the request to amend the condition of Rezoning #14060 (Boomer Group, LLC) to read: "conditioned on limiting development on the site to a hotel with no more than 135 rooms, subject to the standards applying to hotels in the C-2 district and all requirements of Chapter 86 of the Code of Ordinances for special use permit, site plan review, or variance, if any; commencement of construction within three years from the effective date of the rezoning; and, reversion to PO (Professional and Office) zoning if construction of a hotel has not commenced."

The Planning Commission cited the following reasons for its decision:

- The use complements and provides a customer base for surrounding commercial service uses;
- Public utilities and services are in place to serve the site;
- The amended condition will continue to result in a logical and orderly development pattern for the site and surrounding area into the future.

Staff memorandums outlining the rezoning and minutes from Planning Commission meetings are attached for the Board's review.

### **Township Board Options**

The Township Board may approve or deny the proposed amendment of conditions of Rezoning #14060 (Boomer, LLC) by removing the term "all-suites" from the language of the August 19, 2014 approved conditional rezoning as applicable to 2350 Jolly Oak Road. If the Board amends the proposal, the case may be referred to the Planning Commission for its recommendation. A resolution will be provided at a future meeting.

### **Attachments**

1. Staff memorandums dated February 17, 2016 (public hearing) and March 11, 2016 (decision).
2. Resolution to Approval, dated March 14, 2016
3. Planning Commission minutes dated February 22, 2016 (public hearing) and March 14, 2016 (decision).

**Rezoning #16-14060  
(Meridian Hospitality, LLC)  
February 17, 2016**

**APPLICANT:** Meridian Hospitality, LLC  
2187 University Park Drive  
Okemos, MI 48864

**STATUS OF APPLICANT:** Option to Purchase

**REQUEST:** To amend C-2\* (Commercial) zoning to remove the condition that limits the use of the hotel as an "all-suites" facility.

**CURRENT ZONING:** C2\* (Commercial)

**LOCATION:** North east corner of Jolly Oak Road and Water Lily Way

**AREA OF SUBJECT SITE:** 3.55 acres (154,638 sq. ft.)

**EXISTING LAND USE:** Undeveloped

**EXISTING LAND USES IN AREA:**  
North: Undeveloped  
South: Jolly Oak Road/Staybridge Suites Hotel  
East: Office buildings  
West: Undeveloped

**CURRENT ZONING IN AREA:**  
North: PO (Professional and Office)  
South: C-2 (Commercial)  
East: PO (Professional and Office)  
West: PO (Professional and Office) and I (Industrial)

**FUTURE LAND USE DESIGNATION:** Office

**FUTURE LAND USE MAP:**  
North: Office  
South: Commercial  
East: Office  
West: Office

# CHARTER TOWNSHIP OF MERIDIAN

## MEMORANDUM

TO: Planning Commission

FROM:



Harmony Gmazel, AICP  
Principal Planner

DATE: February 17, 2016

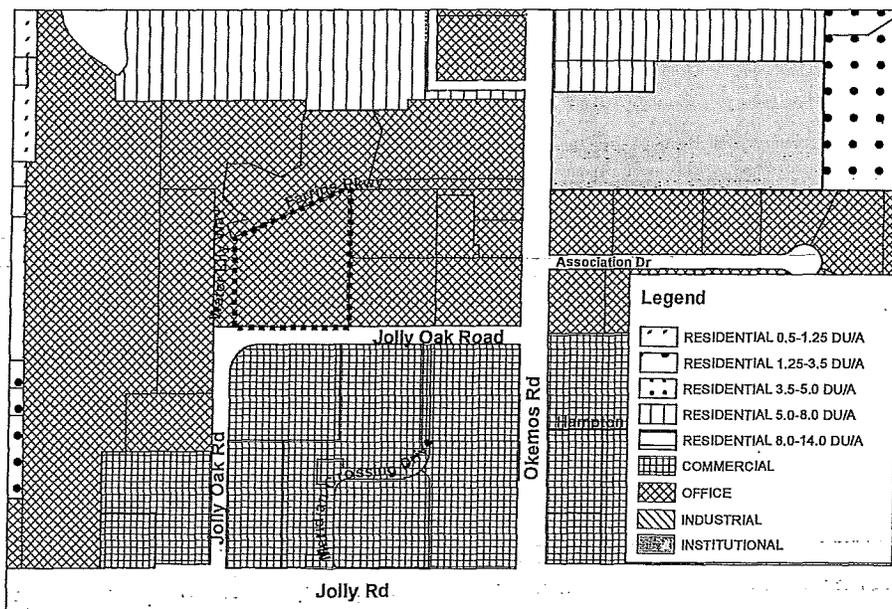
RE: Rezoning #16-14060 (Meridian Hospitality, LLC), request to amend the conditions of Rezoning #14060 (Boomer, LLC).

Meridian Hospitality, LLC has requested an amendment of REZ #14060 (Boomer, LLC) to remove a condition pertaining to the development of an "all-suites" hotel at the site. The applicant requests the removal in order to develop a hotel that instead offers traditional hotel rooms.

### Master Plan

The 2005 Master Plan designates the subject property in the Office category.

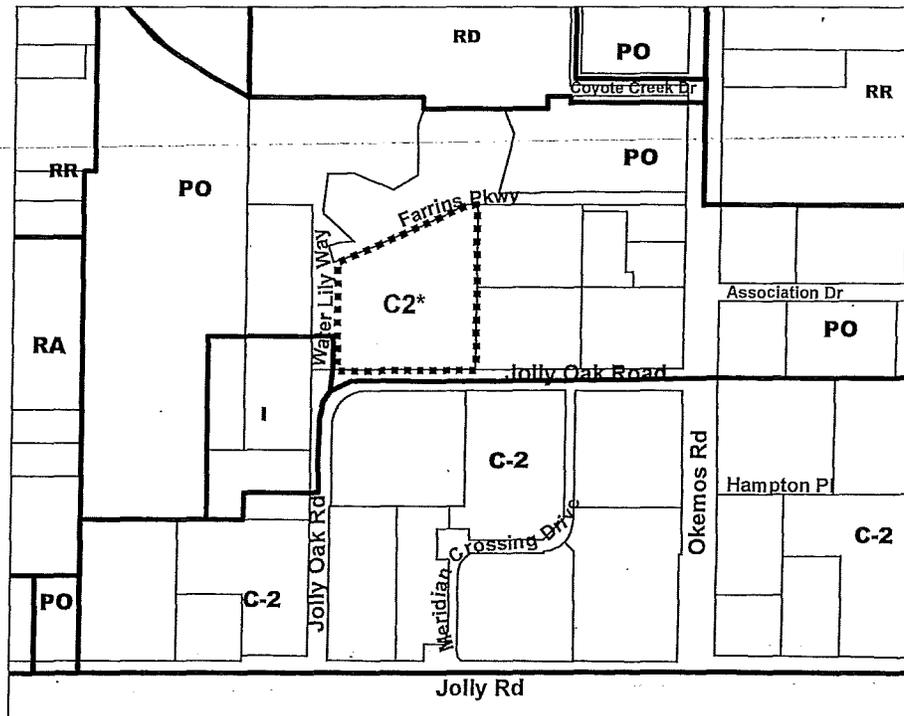
### FUTURE LAND USE MAP



### Zoning

The subject site is zoned C2\* (Commercial). The lot area is approximately 3.55 acres (154,638 square feet). Lot width measures approximately 400 feet along Jolly Oak Road, approximately 300 feet along Water Lily Way and approximately 450 feet along Farrins Parkway (private). The C-2 district standards for lot width and lot area are 100 feet and 4,000 square feet, respectively.

### ZONING MAP



### Streets and Traffic

A traffic analysis for the proposed hotel use is included in the attached staff memo dated June 5th, 2014 from Gail Oranchak, Principal Planner. After analyzing the Institute of Transportation Engineers Trip Generation Report, 8th Edition, the expected impacts to traffic due to the change from an all-suites hotel to a traditional hotel will be minimal.

### Staff Analysis

Since the 2014 rezoning, this new applicant, Meridian Hospitality LLC, replaces Boomer, LLC with William Brehm remaining as its representative. In 2014, the Township granted a conditional rezoning of an approximately 3.55 acre site on the northeast corner of Jolly Oak Road and Water Lily Way from PO (Professional Office) to "C-2\* (Commercial) limited to development as an all-suites hotel up to 135 rooms, subject to the standards applying to hotels in the C-2 district and all requirements of Chapter 86 of the Code of Ordinances for special use permit, site plan review, or variance, if any."

At the time, the intended occupant was a Hilton All-Suites Hotel. Hilton is no longer the future occupant. The applicant requests the amendment in order to be able to develop a hotel that is not limited to suites only, but one that could offer traditional hotel rooms. The number of rooms would still be limited to 135 and all other conditions will remain the same. An all-suites hotel typically offers a one or two room suite with limited kitchen facilities for its customers. A typical hotel offers one room to its customers.

Subsequent to the previous rezoning, the applicant received Special Use Permit #14091 to develop a hotel building over 25,000 sq. ft. in size and completed a site plan review (SPR #14-14).

### **Planning Commission Options**

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

### **Attachments**

1. Application and supporting materials
2. REZ #14060 Staff Memo and Application, dated June 5th, 2014

CHARTER TOWNSHIP OF MERIDIAN

MEMORANDUM

TO: Planning Commission

FROM:

*Gail Oranchak*  
Gail Oranchak, AICP  
Principal Planner

DATE: June 5, 2014

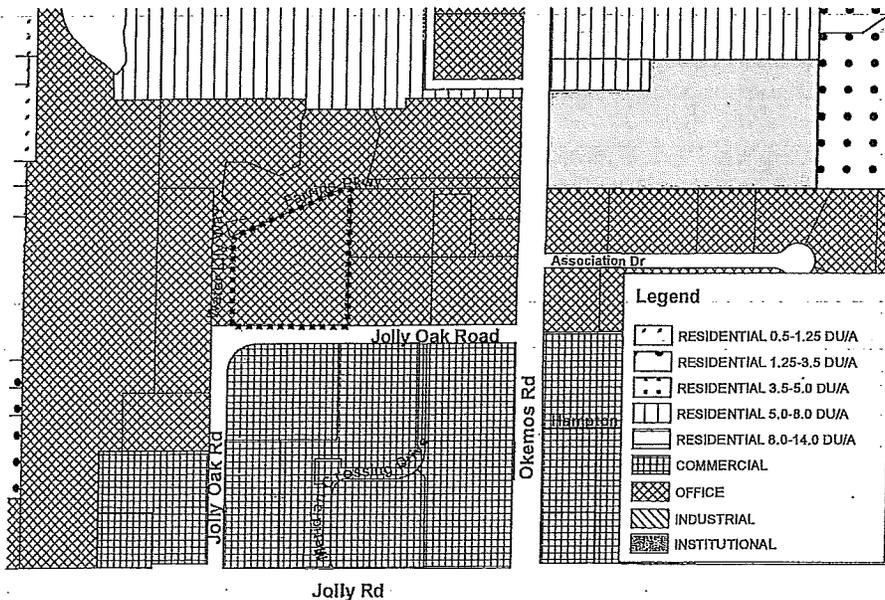
RE: Rezoning #14060 (Boomer Group, LLC), request to rezone approximately 3.55 acres from PO (Professional and Office) to C-2 (Commercial)

Boomer Group, LLC has requested the rezoning of approximately 3.55 acres located on the northeast corner of Jolly Oak Road and Water Lily Way from PO (Professional and Office) to C-2 (Commercial) with the voluntary offer of a condition limiting development on the site to an all-suites hotel with no more than 135 rooms. The applicant's attorney clarified the condition in an e-mail to staff to include, "subject to the standards applying to hotels in the C-2 district and all requirements of Chapter 86 of the Code of Ordinances for special use permit, site plan review, or variance, if any." The term "all suites hotel" is defined in the attached Traffic Assessment. The applicant has entered into a purchase agreement with property owner, Forsberg Family, LLC, to acquire the approximately 3.55 acre site and the purchase agreement permits the applicant to apply for the rezoning.

**Master Plan**

The 2005 Master Plan designates the subject property in the Office category.

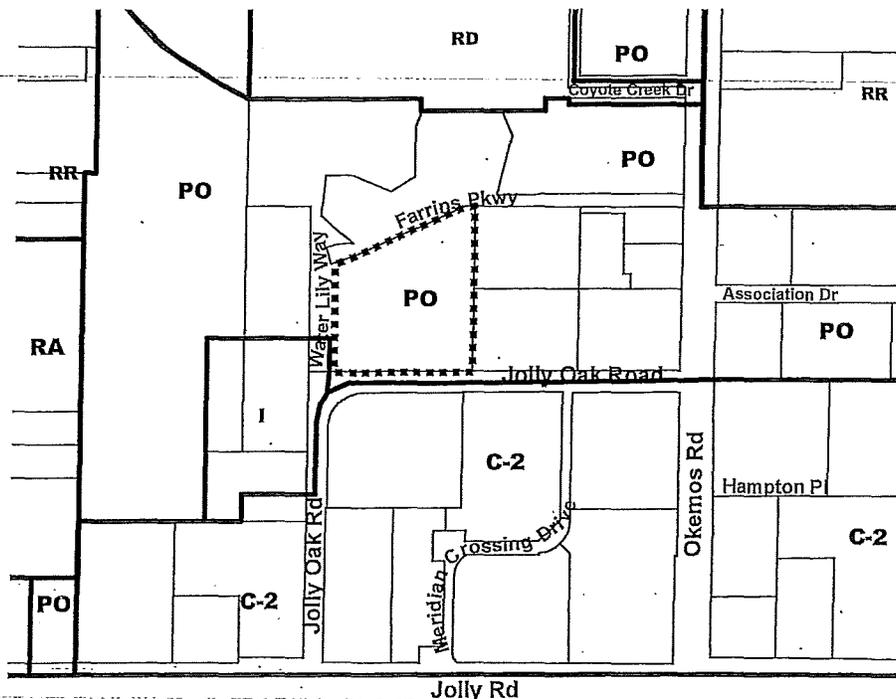
**FUTURE LAND USE MAP**



## Zoning

The subject site is zoned PO (Professional and Office). Lot area is approximately 3.55 acres (154,638 square feet). Lot width measures approximately 400 feet along Jolly Oak Road, approximately 300 feet along Water Lily Way and approximately 450 feet along Farrins Parkway (private). The PO district requirements for minimum lot width and lot area are 50 feet and 5,000 square feet respectively. Minimum C-2 district standards for lot width and lot area are 100 feet and 4,000 square feet.

### ZONING MAP



## Physical Features

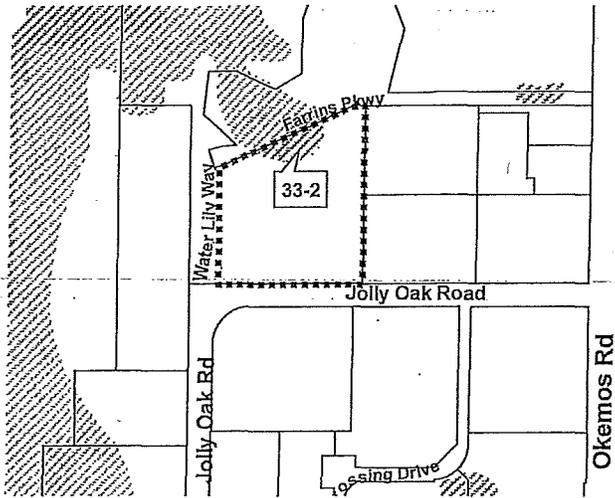
The site is undeveloped and primarily grass covered with an informal row of deciduous shrubs and trees along the east property line. The land slopes from the southeast to northwest from a high elevation of approximately 880 feet above mean sea level in the southeast corner of the site to a low of approximately 871 feet above mean sea level at the northeast corner. Flood Insurance Rate Maps (FIRM) for Meridian Township show site elevations are above the 100-year floodplain. At the time Jolly Oak Road was paved, the Ingham County Road Department installed a curb cut at the site immediately north of the Jolly Oak Road entrance to the Staybridge Suites Hotel.

## Wetlands

The Township Wetland Map shows Wetland #33-2 extending across Farrins Parkway onto the northern portion of the site. To facilitate the construction of Farrins Parkway in 2008, Wetland

Use Permit #08-04 was approved permitting the lobe of wetland extending onto the subject site to be filled.

**WETLAND MAP**



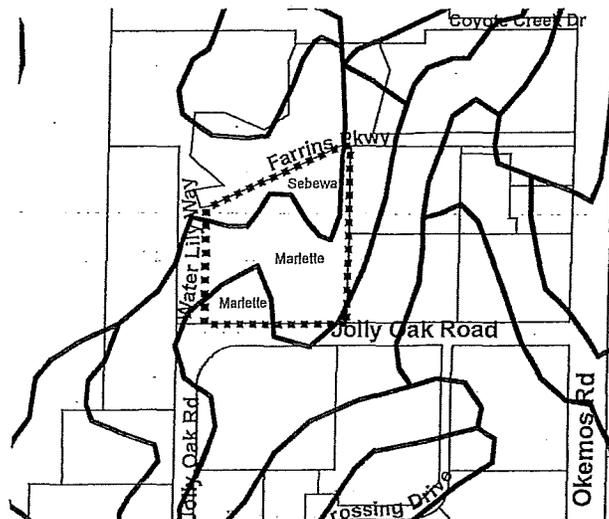
*Soils*

The following predominant soil types are found at the subject site:

SOIL ASSOCIATION	SEVERE LIMITATIONS
Mab/MaC (Marlette)	Slope
Sb (Sebewa)	Ponding

Source: Soil Survey of Ingham County, Michigan. 1992.

**SOILS MAP**



### **Streets and Traffic**

The site has frontage on Jolly Oak Road, the partially constructed Water Lily Way and Farrins Parkway, a private road. The two-lane Jolly Oak Road is designated as a local street on the Street Setbacks and Service Drives Map, Section 86-365 of the zoning ordinance. It connects with both Okemos Road to the east of the site and Jolly Road south of the site. An Ingham County Road Department traffic count from 2008 showed average weekday vehicle trips for both directions totaled 3,187 with the a.m. peak hour between 11:00 a.m. and 12 noon and the p.m. peak hour between 1:00 p.m. and 2:00 p.m.

The Planning Commission authorized the extension of Jolly Oak Road northward as a public street named Water Lily Way in 1999. In recent years, curb and gutter have been installed but the road has not been paved. The Ingham County Road Department will not accept the road as public until it is completed to its standards and inspected.

Farrins Parkway is a private road serving sites in the Okemos Pointe Office Park condominium. Design of the road received site plan review (SPR #08-08) approval in 2008. As mentioned earlier, a wetland use permit was required to fill a portion of Meridian Township Wetland #33-2 to construct the road as designed. The road has received a base course of asphalt but the final course has not been installed.

Estimating the maximum building size possible on the site, the applicant's traffic consultant has prepared a rezoning traffic assessment comparing trip generation for a 62,000 square foot general office building consistent with the current PO (Professional and Office) zoning and a 62,000 square foot supermarket representing a high intensity use permitted in the C-2 (Commercial) district. The analysis shows the supermarket will generate approximately six times the number of weekday vehicle trips than the general office. The assessment went on to compare traffic generation from a 62,000 square foot supermarket with a 140-room all-suites hotel, the proposed conditional use. The comparison shows traffic generation for the hotel is similar to a 62,000 square foot office building. The difference being the hotel is a 7-day per week, 24-hour per day operation while an office building is typically a weekday use.

The Township's traffic consultant reviewed the applicant's traffic assessment commenting, "The projected use of the property for a 140-room hotel will generate far fewer trips (8 fewer during morning peak hour, 416 fewer during the afternoon peak hour, and 4,630 fewer trips a week, than the possible use as a Supermarket."

### **Utilities**

Public sanitary sewer and water lines in the vicinity of the site are available for connection.

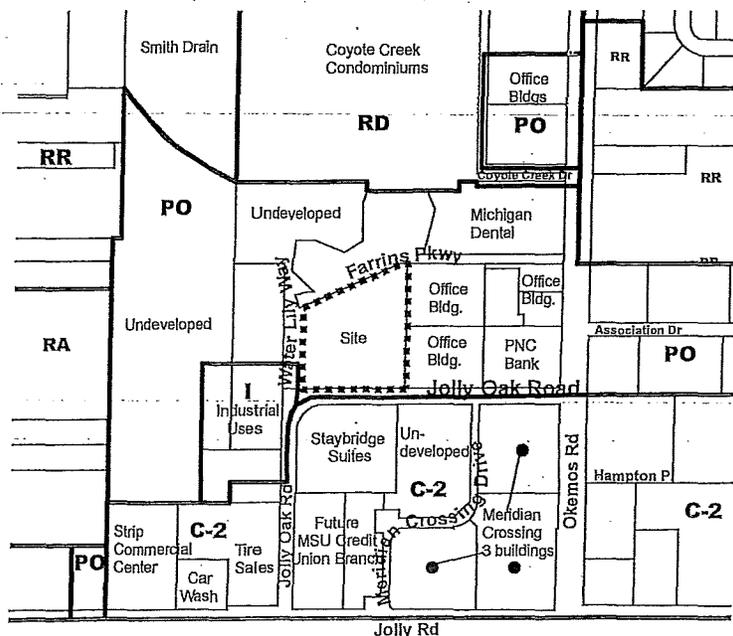
### **Staff Analysis**

The applicant requested conditional rezoning of an approximately 3.55 acre site on the northeast corner of Jolly Oak Road and Water Lily Way from PO (Professional Office) to "C-2 limited to development as all suites hotel up to 135 rooms, subject to the standards applying to hotels in the C-2 district and all requirements of Chapter 86 of the Code of Ordinances for special use permit, site plan review, or variance, if any." The Township zoning ordinance acknowledges the Michigan

Zoning Enabling Act's authorization of voluntary conditional rezonings in Section 86-96(3) which states, in part, "the Township may establish a time period during which the condition applies to the land." The Township may approve the conditional rezoning as proposed or deny it but may not require the applicant to revise the condition.

Although it is typical to consider all uses permitted by right and by special use permit in both the existing and proposed zoning districts, in this case the applicant has requested conditional rezoning limiting future use of the site to a hotel. Besides potential uses, in making its decision the Planning Commission should consider topics listed on the rezoning application such as changing conditions in the vicinity of the site; consistency with the Master Plan; furtherance of health, safety and welfare; compatibility with surrounding uses; potential adverse impacts to the environment; identified community need; logical and orderly development pattern; and/or better and more efficient use of land. In support of the rezoning, the applicant responded to applicable topics in the attached materials.

According to Township records, the Township Board initiated and rezoned the subject site (Rezoning #89080) from I (Industrial) to PO (Professional and Office) in 1989. The site was subsequently designated Office on the Future Land Use Map of the 1993 Comprehensive Development Plan. Subsequently, land to the north and west of the subject site were rezoned, at the owner's request, from I-Industrial and RR (Rural Residential) to PO (Professional and Office) between 1997 and 2000. The zoning is consistent with the properties' Office designation on the Future Land Use Map of the 2005 Master Plan. Recent projects in the vicinity include the Staybridge Suites Hotel (2006), Michigan Dental Association building (2009) constructed on Okemos Road north of Farrins Parkway and approval of a future Michigan State University Federal Credit Union branch (2014) on the northeast corner of Jolly Road and Jolly Oak Road. The following map shows existing and proposed uses in the vicinity of the rezoning.



**Planning Commission Options**

The Planning Commission may recommend approval or denial of the applicant's conditional rezoning request or it may recommend a different zoning designation 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 June 5, 2014

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

- A. Owner/Applicant Boomer Group, LLC for Forsberg Family, L.L.C.  
Address of applicant 2187 University Park Drive, Okemos, MI 48864  
Telephone: Work 517-281-4184 Home \_\_\_\_\_  
Fax \_\_\_\_\_ Email william.brehm@aol.com  
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 David E. Pierson  
Address 1305 S. Washington Ave., Ste. 102, Lansing, MI 48910  
Telephone: Work 517-482-4890 Home \_\_\_\_\_  
Fax 517-482-4875 Email dpierson@malansing.com
- C. Site address/location Northeast corner of Jolly Oak Road and Water Lily Way  
Legal description (Attach additional sheets if necessary) see attached  
Parcel number part of 33-02-02-33-329-002 Site acreage 3.55 acres
- D. Current zoning PO Requested zoning C-2 with conditions (attached)
- E. The following support materials must be submitted with the application:
1. Nonrefundable fee.
  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: \_\_\_\_\_  
\_\_\_\_\_
- 2) The conditions of the surrounding area have changed in the following respects: \_\_\_\_\_  
See attached
- 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: \_\_\_\_\_  
See attached

B. Reasons why the requested zoning is appropriate:

- 1) Requested rezoning is consistent with the Township's Master Plan, explain: \_\_\_\_\_  
See attached
- 2) Requested rezoning is compatible with other existing and proposed uses surrounding the site, specifically: See attached
- 3) Requested rezoning would not result in significant adverse impacts on the natural environment, explain: See attached
- 4) Requested rezoning would not result in significant adverse impacts on traffic circulation, water and sewer systems, education, recreation or other public services, explain: See attached
- 5) Requested rezoning addresses a proven community need, specifically: \_\_\_\_\_  
See attached
- 6) Requested rezoning results in logical and orderly development in the Township, explain: \_\_\_\_\_  
See attached
- 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: See attached

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

William Brahm  
Signature of Applicant

5/19/14  
Date

William Brahm  
Type/Print Name

Fee: \$ 740.00

Received by/Date: G Orzech 5/20/14

## ATTACHMENT TO REZONING REQUEST

### Part I

D. Requested rezoning: C-2 limited to development as all suites hotel up to 135 rooms.

### Part II

A. Reasons why the present zoning is unreasonable:

2) **The conditions of the surrounding area have changed in the following**

**respects:** Additional office development in the immediate area is limited by economic conditions and by the availability of office park type of office in other areas in Alaiedon Township, in close proximity. With the planned expansion of the Jackson National headquarters underway and the increasing occupancy, there is and will be increasing demand for limited commercial uses that are consistent with the surrounding office uses and that serve the businesses, particularly the regional businesses that, like Jackson National, are located close to the Okemos Road/I-96 exit and serve business travelers and short-term consultants and employees. The commercial uses in the immediate area have developed in the same way, not as destination or regional commercial.

6) **The current zoning restrictions on the use of the property do not**

**further the health safety or general welfare of the public, explain:** The Township zoning classifications separate office and certain limited commercial uses like the proposed use that support the kinds of regional offices that are located in Meridian Township, in particular those in close proximity to the Okemos Road exit of I-96.

B. Reasons why the requested zoning is appropriate:

1) **Requested rezoning is consistent with the Township's Master Plan,**

**explain:** The proposed rezoning limited to an all-suites hotel of limited size directly serves surrounding offices uses with limited traffic and supports transitional zoning, rather than expanding retail and other high intensity commercial uses.

2) **Requested rezoning is compatible with other existing and proposed**

**uses surrounding the site, specifically:** The surrounding offices, hotel, limited retail, and service-oriented uses are compatible with the proposed hotel use, particularly as an all-suites, business-oriented hotel.

3) **Requested rezoning would not result in significant adverse impacts on**

**the natural environment, explain:** The proposed site is already developed with infrastructure and has no natural features other than grass and shrubs. The site is separated by road and drainage structures from the regulated wetlands to the north.

4) **Requested rezoning would not result in significant adverse impacts on**

**traffic circulation, water and sewer systems, education, recreation or other public services,**

**explain:** The requested rezoning would have lower traffic than development under the current PO zone and will be served by new public roads on three sides, providing alternative routes for

access. Water and sewer with sufficient capacity are available to the site, and the use would produce no need for education, recreation, or other public services.

5) **Requested rezoning addresses a proven community need, specifically:**

The growth of office uses in the immediate area, particularly the expansion of the Jackson National headquarters underway creates a need for business-oriented support services, including all-suites hotels.

6) **Requested rezoning results in logical and orderly development in the**

**Township, explain:** The limited use that will serve surrounding office uses promotes a transitional use pattern of the same kind as contemplated by the comprehensive plan in designating the area for major office development.

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:** The rezoning from office to a service-oriented use that will serve demand created by immediately surrounding major office uses will promote efficient use of land, tax revenue, and use of adequate existing infrastructure without the necessity of expansion.

## Gail Oranchak

---

**From:** David Pierson <dpierson@malansing.com>  
**Sent:** Thursday, June 05, 2014 4:58 PM  
**To:** Gail Oranchak  
**Cc:** William Brehm  
**Subject:** Conditional rezoning - Boomer Group, LLC

Gail,

To clarify what was intended, the applicant agrees that the condition to the rezoning will be as follows:

C-2 limited to development as all suites hotel up to 135 rooms, subject to the standards applying to hotels in the C-2 district and all requirements of Chapter 86 of the Code Ordinances for special use permit, site plan review, or variance if any.

Thanks for your help,

David

David Pierson  
McClelland & Anderson, LLP  
1305 S. Washington Ave., Suite 102  
Lansing, Michigan 48910  
(517) 482-4890 phone  
(517) 816-4020 direct dial  
(517) 482-4875 fax



# TRAFFIC ASSESSMENT

For the

Proposed Rezoning of

**3.55 Acres on Jolly Oak Road**

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

May, 2014

Prepared by:

**Traffic Engineering  
Associates, Inc.**

PO Box 100 • Saranac, Michigan 48881  
517/627-6028 FAX: 517/627-6040

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Site Survey  
Meridian Charter Township Zoning Ordinance



## PROJECT DESCRIPTION

The purpose of this study is to determine the difference in the traffic being generated between the existing zoning, Professional Office (PO), and the proposed new conditional zoning, Commercial (C-2) of an approximate three point five five (3.55) acre parcel located at northeast corner of Water Lily Way and Jolly Oak Road in Meridian Charter Township, Ingham County, Michigan. Water Lily Way and Farrins Parkway are private roadways. Jolly Oak Road is a public road.

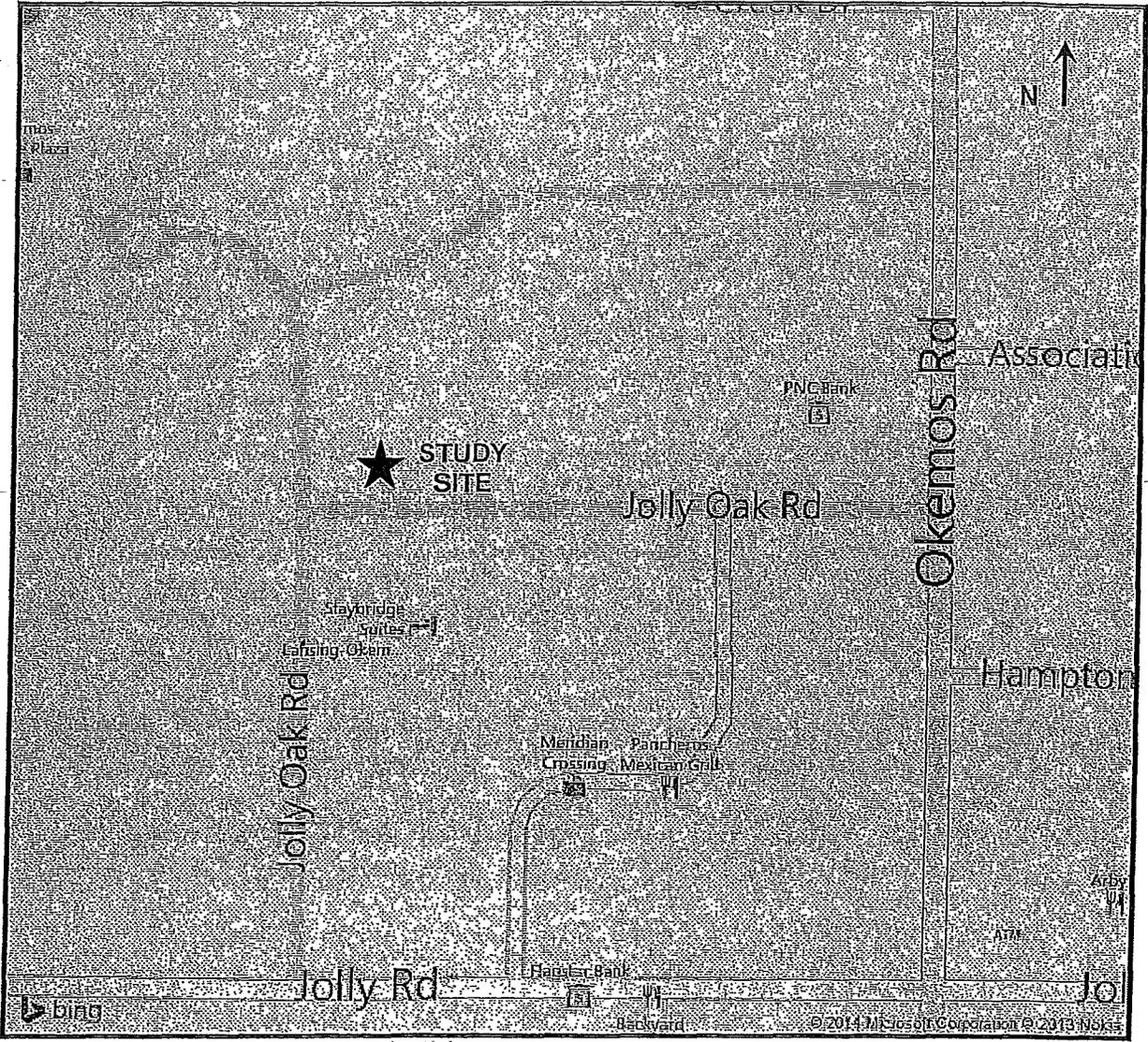
The trip generation for future development was determined by the largest trip generator use allowed under the proposed Commercial (C-2) zoning category, and with the condition of an all suite hotel of no more than 140 rooms.

The traffic analysis consists of the following items:

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

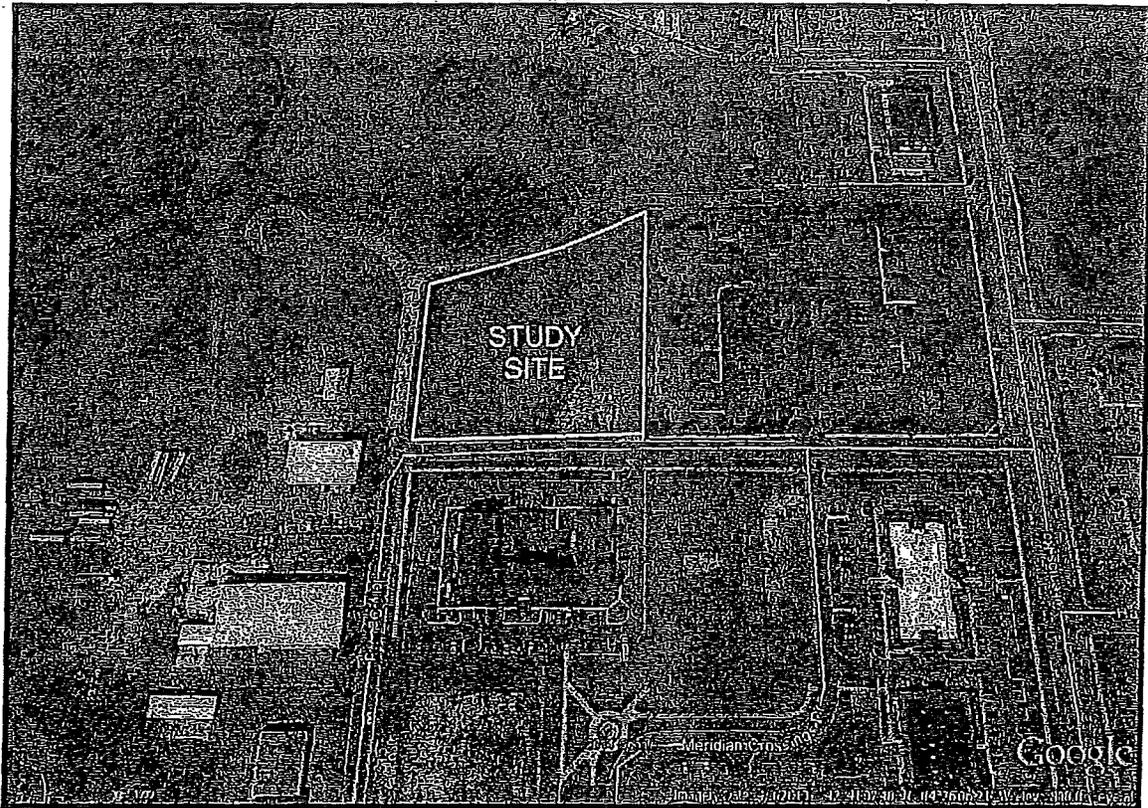
This study was conducted in accordance with the guidelines set forth in "Evaluating Traffic Impact Studies, A Recommended Practice for Michigan Communities," sponsored by the Tri-County Regional Planning Commission and the Michigan Department of Transportation, and the Meridian Charter Township Zoning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





Study Site Map





Aerial Photo



## EXISTING CONDITIONS

Jolly Oak Road is a two-lane paved roadway with concrete curb and gutter. There is a concrete sidewalk along the south side of Jolly Oak Road, and also along the north side of Jolly Oak Road from Okemos Road to the east property line of the proposed site. Jolly Oak 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.

There are two (2) unfinished roadways; one (1) on the west side of the proposed site and one (1) on the north side of the proposed site. The site survey identifies the roadway on the west side as Water Lily Way and the roadway on the north side as Farrins Parkway. Both of these roadways are private and are not under the jurisdiction of the Ingham County Road Department.

## LAND USE

The project site is vacant. Surrounding land uses include residential to the north, to the immediate east are office suites, to the west is commercial property and the Staybridge Suites Hotel is immediately south of this site. The residential land use includes both single family and multiple family properties. Just south of the proposed rezoning site, between Jolly Oak Road and Jolly Road is the Meridian Crossing retail center.



## TRAFFIC GENERATION

In order to determine which land use, under both the existing zoning and the proposed zoning, would generate the maximum number of vehicle trips, this study used the Meridian Township guideline of 40% of the property acreage as being the maximum square footage (footprint) of the building that can be built on the site. With 3.55 acres, the maximum footprint would be approximately 62,000 square feet. Due to the size of the acreage of the property, proposed land uses under both the existing zoning and the proposed zoning were determined by the large square footage of the possible building usage.

General Office Building (ITE Code 710) was selected to represent the existing zoning category, Professional Office (PO), for trip generation. 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 tenants services, such as a bank or savings and loan institution, a restaurant or cafeteria and service retail facilities.*

Supermarket (ITE Code 850) was selected to represent the proposed zoning category, Commercial (C-2), for trip generation. 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.*

A comparison of trip generation for the existing zoning to the proposed zoning is summarized in **Table 1**. The trip generation rates were derived from the ITE Trip Generation Manual, 9<sup>th</sup> Edition.

Based on this data, it is projected that the proposed rezoning (C-2) will generate higher traffic volumes than the current zoning (PO) by 80 vehicle-trips in the AM peak hour and 416 vehicle-trips in the PM peak hour with a difference in the 24-hour volume of 4,630 trips.



**Table 1  
Traffic Generation Summary**

	<b>Existing Zoning – (PO)</b>	<b>Proposed Zoning – (C-2)</b>	<b>Change in Traffic Volumes</b>
<b>ITE Code</b>	General Office Building (710)	Supermarket (850)	
<b>Size</b>	62,000 Sq. Ft.	62,000 Sq. Ft.	
<b>AM Peak Hour Vehicle Trips</b>	130	210	+80
<b>In</b>	114	130	+16
<b>Out</b>	16	80	+64
<b>PM Peak Hour Vehicle Trips</b>	148	564	+416
<b>In</b>	25	288	+263
<b>Out</b>	123	276	+153
<b>Weekday Daily Vehicle Trips</b>	913	5,543	4,630

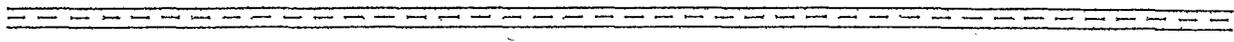


A comparison of trip generation for the Supermarket to the proposed all suites Hotel, which can both be built under proposed C-2 zoning, is summarized in Table 2. The trip generation rates were derived from the ITE Trip Generation Manual, 9<sup>th</sup> Edition.

All Suites Hotel (ITE Code 311) was selected to represent the proposed use for the site under the proposed rezoning for trip generation. The ITE description of All Suites Hotel is as follows:

*All suites hotels are places of lodging that provide sleeping accommodations, a small restaurant and lounge and small amounts of meeting space. Each suite includes a sitting room and separate bedroom; limited kitchen facilities are provided within the suite. These hotels are located primarily in suburban areas.*

Based on the data, it is projected that for the Commercial (C-2) rezoning, an all suites hotel will generate lower traffic volumes than a Supermarket, which is the usage under the C-2 zoning that will generate the largest trip generation. The all suites hotel will generate less traffic than a supermarket by 162 vehicle-trips in the AM peak hour and 509 vehicle-trips in the PM peak hour with a difference in the 24-hour volume of 4,919 trips.



**Table 2**  
**Rezoned Traffic Generation Summary**

			<b>Change in Traffic Volumes</b>
<b>ITE Code</b>	Supermarket (850)	All Suites Hotel (311)	
<b>Size</b>	62,000 Sq. Ft.	140 Rooms	
<b>AM Peak Hour Vehicle Trips</b>	210	67	-143
<b>In</b>	130	45	-85
<b>Out</b>	80	22	-58
<b>PM Peak Hour Vehicle Trips</b>	564	77	-487
<b>In</b>	288	32	-256
<b>Out</b>	276	45	-231
<b>Weekday Daily Vehicle Trips</b>	5,543	874	-4,669



## SIGHT DISTANCE

A field review shows that there are no sight distance issues with this property.

## CONCLUSIONS

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

- The traffic volumes generated by the proposed rezoning (C-2) will be higher than the existing zoning category (PO).
- The traffic volumes generated by the proposed all suites hotel will generate less traffic than the highest traffic generator, supermarket, under the proposed rezoning category.
- The sight distance at the site meets the Ingham County Department of Roads requirements.



CHARTER TOWNSHIP OF MERIDIAN

MEMORANDUM

TO: Planning Commission

FROM:   
Harmony Gmazel, AICP  
Associate Planner

DATE: March 11, 2016

RE: Rezoning #16-14060 (Meridian Hospitality, LLC), request to amend the conditions of Rezoning #14060 (Boomer, LLC).

On February 22, 2016, the Planning Commission held the public hearing regarding Meridian Hospitality, LLC's request to amend Rezoning #14060 (Boomer Group, LLC), by removing the term "all-suites" from the August 19, 2014 approved conditional rezoning as applicable to 2350 Jolly Road.

Planning Commissioners commented the amendment will not significantly alter the intent of the condition placed on REZ #14060. Commissioners also commented that development at the site should remain in a three- year time frame as added by the Township Board in 2014.

Per the attached resolution, the amended condition will now read:

"conditioned on limiting development on the site to a hotel with no more than 135 rooms, subject to the standards applying to hotels in the C-2 district and all requirements of Chapter 86 of the Code of Ordinances for special use permit, site plan review, or variance, if any; commencement of construction within three years from the effective date of the rezoning and reversion to PO (Professional and Office) zoning if construction of a hotel has not commenced. A corresponding use district is established for the above described properties."

**Planning Commission Options**

The Planning Commission may recommend approval or denial of the request or it may recommend. A resolution to recommend approval has been provided.

**RESOLUTION TO APPROVE**

**Rezoning #16-14060  
Meridian Hospitality, LLC  
2350 Jolly Oak Dr. Okemos**

**RESOLUTION**

At a regular meeting of the Planning Commission of the Charter Township of Meridian, Ingham County, Michigan, held at the Meridian Municipal Building, in said Township on the 14th day of March, 2016, at 7:00 p.m., Local Time.

PRESENT: Chair Scott-Craig, Vice-Chair Jackson, Secretary Cordill, Commissioners DeGroff,  
Honicky, Ianni, Opsommer, Tenaglia, Van Coevering

ABSENT: None

The following resolution was offered by Commissioner Jackson and supported by Commissioner Tenaglia.

WHEREAS, Meridian Hospitality, LLC requested an amendment to Rezoning #14060 (Boomer Group, LLC), to remove the term "all-suites" from the condition approved by the Township Board on August 19, 2014 to rezone 2350 Jolly Oak Road from PO (Professional and Office) to C-2 (Commercial) that read: "conditioned on limiting development on the site to an all-suites hotel with no more than 135 rooms, subject to the standards applying to hotels in the C-2 district and all requirements of Chapter 86 of the Code of Ordinances for special use permit, site plan review, or variance, if any; commencement of construction within three years from the effective date of the rezoning; and, reversion to PO (Professional and Office) zoning if construction of a hotel has not commenced"; and

WHEREAS, the Planning Commission held a public hearing and discussed the request at its February 22, 2016 meeting; and

WHEREAS, the Planning Commission reviewed the staff material forwarded under cover memorandums dated February 17, 2016 and March 11, 2016; and

WHEREAS, amending the condition of rezoning of the subject site by removing the term "all-suites" is consistent with the existing C-2 (Commercial Zoning) of the site and the character of the area; and

WHEREAS, the use complements and provides a customer base for surrounding commercial service uses; and

WHEREAS, public utilities and services are in place to serve the site; and

WHEREAS, the amended condition will continue to result in a logical and orderly development pattern for the site and surrounding area into the future.

NOW THEREFORE, BE IT RESOLVED THE PLANNING COMMISSION OF THE CHARTER TOWNSHIP OF MERIDIAN hereby recommends approval of Rezoning #16-14060 amending the condition of Rezoning #14060 (Boomer Group, LLC) to read: "conditioned on limiting development on the site to a hotel with no more than 135 rooms, subject to the standards applying to hotels in the C-2 district and all requirements of Chapter 86 of the Code of Ordinances for special use permit, site plan review, or variance, if any; commencement of construction within

**Resolution to Approve  
Rezoning #16-14060 (Meridian Hospitality, LLC)  
Page 2**

three years from the effective date of the rezoning; and, reversion to PO (Professional and Office) zoning if construction of a hotel has not commenced.”

ADOPTED: YEAS: Commissioners Cordill, DeGroff, Honicky, Ianni, Jackson, Opsommer,  
Tenaglia, Van Coevering, Chair Scott-Craig

NAYS: None

STATE OF MICHIGAN        )  
                                          ) ss  
COUNTY OF INGHAM        )

I, the undersigned, the duly qualified and acting Chair of the Planning Commission of the Township of Meridian, Ingham County, Michigan, DO HEREBY CERTIFY that the foregoing is a true and a complete copy of a resolution adopted at a regular meeting of the Planning Commission on the 14th day of March, 2016.

  
\_\_\_\_\_  
John Scott-Craig  
Planning Commission Chair

Mr. Forsberg responded the aforementioned connection has been met with great resistance from the residents on Kansas Street.

Chair Scott-Craig stated the Kansas Street residents will have to decide if they want the connectivity to walk to the marketplace. He asked if the existing tenants in the building to house the commercial kitchen intend to remain at that location.

Mr. Randle replied in the affirmative.

Commissioner Jackson spoke to the applicant's use of the word "community" relative to taking care of the maintenance of Water Lily Way and providing transportation to three (3) different big employers in the area. She requested their definition of what community is being referred to in that context.

Mr. Randle replied it would be the privately held apartment community.

Commissioner Jackson inquired if all the residential living units would be rentals.

Mr. Randle replied in the affirmative.

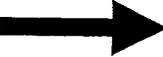
Commissioner Van Coevering asked if input from Coyote Creek residents was received when the charrettes were held for the revised plan as she recalled several residents voicing concern when the Okemos Pointe project was before the Planning Commission in August, 2015.

Mr. Randle explained the only charrette held since last August took place in December and focused on the redevelopment of the mixed use building and related components.

Commissioner Van Coevering asked if there had been any communications from Coyote Creek residents since the meeting in August.

Associate Planner Wyatt replied no additional communications have been received.

Chair Scott-Craig closed the public hearings at 8:27 P.M.

- 
- C. Rezoning #16-14060 (Meridian Hospitality, LLC), request to amend voluntarily offered condition of Rezoning #14060 to develop the site as an "all-suites" hotel

Chair Scott-Craig opened the public hearing at 8:27 P.M.

Director Kieselbach summarized the amended rezoning request as outlined in staff memorandum dated February 17, 2016.

- Applicant  
Mr. Pierson, McClelland and Anderson, 1305 S. Washington Avenue, Lansing, attorney for Meridian Hospitality, stated the other available hotel brands did not desire an all-suites hotel at the proposed location. He noted the market clearly showed the area is not a destination for anybody but business travelers (i.e., nights, weeks, monthly stays). Mr. Pierson added the adjoining development heard earlier this evening presents a transitional opportunity for this type of development and would bring more customers to the adjoining retail center. He

expected the type of people who stay at this hotel to be the same as those who would stay at the "all-suites" hotel. Mr. Pierson clarified the change to the special use permit (required for a hotel) would be a minor amendment.

- Planning Commission discussion:  
Commissioner Honicky inquired if dogs will be staying with the travelers.

Mr. Pierson replied in the affirmative.

Commissioner Honicky asked if there will be a landscaping adjustment made to provide for dogs to be walked and for the disposal of dog waste.

Mr. Pierson responded those issues will be addressed and in the same manner as it is handled at other hotels.

Commissioner Ianni stated his main concern was how the proposed development would affect traffic. He commented the staff report indicated it would have no effect on traffic.

Commissioner Cordill asked if the number of hotel rooms will be the same.

Mr. Pierson replied the size of the site limits the number of rooms and offered a range of 107-112 units. He noted the steep slope on the property to the north and to the west, as well as the parking layout, limits the buildable area.

Chair Scott-Craig indicated the previous approval had a 3 year time limit to begin the project and inquired if that would be sufficient for the new developer.

Mr. Pierson believed the previous time frame will work as the applicant does not plan on any other changes.

Chair Scott-Craig asked if there would be a restaurant (s) inside the hotel.

Mr. Pierson stated there are gathering areas, meeting rooms and conference facilities inside the hotel. He added that since there are already restaurants nearby, there is no need for food accommodation.

Chair Scott-Craig asked if some of the rooms will be suites.

Mr. Pierson believed at least 25% of the rooms will be suites.

Commissioner Jackson requested clarification that this rezoning request only asks to remove the condition of the all-suites type of hotel and retain the condition of the rezoning to C-2 with a maximum of 135 rooms.

Associate Planner Wyatt noted Commissioner Jackson's understanding was correct.

Mr. Pierson added all other C-2 uses have been eliminated except a hotel use:

Chair Scott-Craig closed the public hearing at 8:39 P.M.

and WestPac Michigan) for a group of 21 buildings totaling more than 25,000 square feet in gross floor area subject to the following conditions:

1. The recommendation for approval is based on the Cover Sheet, prepared by KEBS, Inc., dated January 25, 2016; building elevations prepared by Zehren and Associates, Inc., dated June 12, 2015; and schematic building elevations for the proposed remodeled warehouse/commercial building, prepared by FUN Architecture, received by the Township on January 25, 2016, subject to revisions as required.
2. Special Use Permit #15101 is subject to all conditions placed on Mixed Use Planned Unit Development #15024 (T.A. Forsberg, Inc. and WestPac Michigan) by the Township.
3. The gross square feet of all buildings on the site shall not exceed approximately 467,800 square feet unless the applicant applies for and receives an amendment to Special Use Permit #15101 and Mixed Use Planned Unit Development #15024 (T.A. Forsberg, Inc. and WestPac Michigan).

Seconded by Commissioner Honicky.

Planning Commission discussion:

- Development not expected to have much of an impact on traffic
- Appreciation for the proposed market in this area of the Township
- Appreciation for the modern assessment of the parking schedule

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

NAYS: None

Motion carried unanimously.

-  C. Rezoning #16-14060 (Meridian Hospitality, LLC), request to amend a voluntarily offered condition of Rezoning #14060 to develop the site as an “all-suites” hotel.

**Commissioner Jackson moved [and read into the record] NOW THEREFORE, BE IT RESOLVED THE PLANNING COMMISSION OF THE CHARTER TOWNSHIP OF MERIDIAN hereby recommends approval of Rezoning #16-14060 amending the condition of Rezoning #14060 (Boomer Group, LLC) to read: “conditioned on limiting development on the site to a hotel with no more than 135 rooms, subject to the standards applying to hotels in the C-2 district and all requirements of Chapter 86 of the Code of Ordinances for special use permit, site plan review, or variance, if any; commencement of construction within three years from the effective date of the rezoning; and, reversion to PO (Professional and Office) zoning if construction of a hotel has not commenced.”** Seconded by Commissioner Tenaglia.

Planning Commission:

- Request does not change the makeup of the area
- Applicant did not request any variances

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

NAYS: None

Motion carried unanimously.

**MEMORANDUM**

**TO:** Township Board

**FROM:**   
 Mark Kieselbach  
 Director of Community Planning and Development

  
 Harmony Gmazel, AICP  
 Associate Planner

**DATE:** March 29, 2016

**RE:** Rezoning #16010 (PVL Investments, LLC), a request to rezone 2267 BL-69 and 6217 and 6219 Newton Road.

---

The applicant, PVL Investments, LLC requested the rezoning of approximately 8.66 acres located at 2267 BL-69 and 6217 and 6219 Newton Road from RA (Single Family, Medium Density), C-2 (Commercial) and PO (Professional and Office) to RD (Multiple Family, 8 units per acre). The applicant also voluntarily offered a condition that the rezoning, if approved, revert back to the original rezoning if a purchase agreement between the property owner and PVL Investments, LLC was not finalized by December 31, 2017.

The Planning Commission held a public hearing and recommended approval of the rezoning request at its March 14, 2016 meeting. During its discussions, the Planning Commission commented on the following:

- The public has been notified of this meeting and no one provided feedback
- The applicant has spoken with the adjoining property owner.
- The request before the Planning Commission is only for rezoning the land.
- The rezoning would provide for a less intensive use of the land than currently zoned.
- Park land to the south will not be affected by the rezoning request.
- Less traffic will be generated.
- The Planning Commission's belief that rezoning to RD would be better for future uses.

On March 14, 2016 the Planning Commission voted 8-1 to recommend approval of the request to rezone approximately 8.66 acres located at 2267 BL-69 and 6217 and 6219 Newton Road from RA (Single Family, Medium Density), C-2 (Commercial) and PO (Professional and Office) to RD (Multiple Family, 8 units per acre) citing the following reasons for its decision:

1. The subject site is designated in the Residential 1.25-3.5 units per acre future land use category.
2. RD (Multiple Family, 8 units per acre) zoning is more compatible with the future land use designation than the current zoning of C-2, RA and PO.

3. The proposed zoning would result in a logical and orderly development pattern providing a transition between commercial uses to the north, and Forest Grove Land Preserve to the south and residential to the east.
4. The applicant's traffic assessment shows the RD district uses will significantly reduce the number of trips compared to the existing zoning.
5. Public water and sewer are available to serve the site.

Staff memorandums outlining the rezoning and minutes from Planning Commission meeting are attached for the Board's review.

### **Township Board Options**

The Township Board may approve or deny the proposed rezoning from RA (Single Family, Medium Density), C-2 (Commercial) and PO (Professional and Office) to RD (Multiple Family, 8 units per acre) with the applicant's voluntary offer of a condition that the rezoning, if approved, revert back to the original rezoning if a purchase agreement between the property owner and PVL Investments, LLC was not finalized by December 31, 2017. If the Board amends the proposal, the case may be referred to the Planning Commission for its recommendation. A resolution will be provided at a future meeting.

### **Attachments**

1. Staff memorandum dated March 9, 2016.
2. Resolution to Approve, dated March 14, 2016
3. Planning Commission minutes dated March 14, 2016 (public hearing and decision)

**Rezoning #16010  
(PVL Investments, LLC)  
March 9, 2016**

**APPLICANT:** PVL Investments, LLC  
1630 Des Peres, Ste 310  
St. Louis, MO 63131

**STATUS OF APPLICANT:** Option to Purchase

**REQUEST:** Rezone approximately 8.66 acres to RD (Multiple Family-8 units per acre)

**CURRENT ZONING:** RA (Single Family), C-2 (Commercial) and PO (Professional & Office). Approx. 2.55 acres will remain RD (Multiple Family)

**LOCATION:** 2267 BL-69 and 6217 and 6219 Newton Road

**AREA OF SUBJECT SITE:** Approximately 8.66 acres

**EXISTING LAND USE:** Three Single Family Homes and Undeveloped

**EXISTING LAND USES IN AREA:** North: Hammond Farms Landscape Supply, Kingdom Hall of Jehovah's Witnesses  
South: Forest Grove, Meridian Land Preserve #19  
East: Newton Road, Sierra Ridge Subdivision  
West: BL-69, Office buildings, The Coves at Whitehills Lakes (single family & 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 (Office) and RDD (Multiple Family-5 Units per acre)

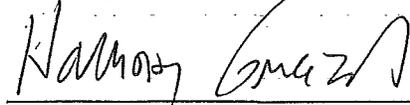
**FUTURE LAND USE MAP:** North: Residential 1.25-2.5 dwelling units/acre  
South: Residential 1.25-2.5 dwelling units/acre  
East: Residential 1.25-2.5 dwelling units/acre  
West: Office and Commercial

CHARTER TOWNSHIP OF MERIDIAN

MEMORANDUM

TO: Planning Commission

FROM:



Harmony Gmazel, AICP  
Associate Planner

DATE: March 9, 2016

RE:

Rezoning #16010 (PVL Investments, LLC), a request to rezone approximately 8.66 acres located at 2267 BL-69 and 6217 and 6219 Newton Road from RA (Single Family), C-2 (Commercial) and PO (Professional & Office) to RD (Multiple Family, 8 units per acre).

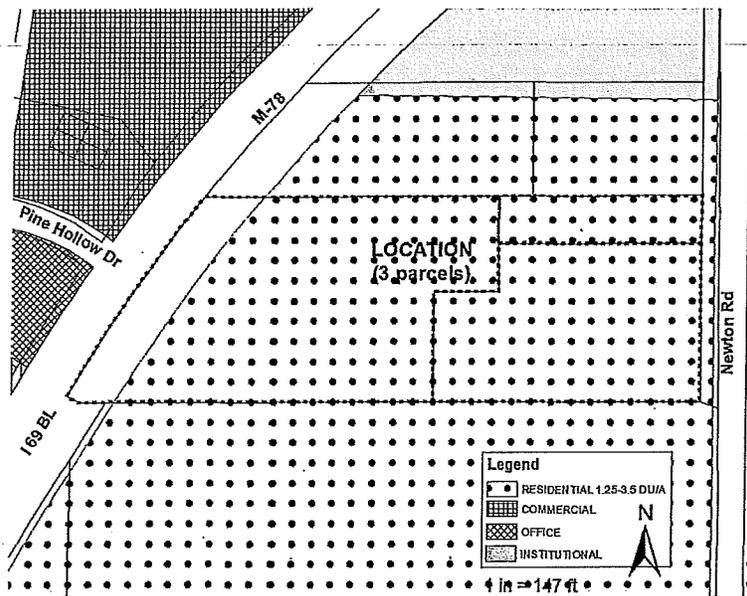
PVL Investments, LLC requests to rezone approximately 8.66 acres located at 2267 BL-69 and 6217 and 6219 Newton Road from RA (Single Family), C-2 (Commercial) and PO (Professional & Office) to RD (Multiple Family, 8 units per acre). The RD zoning district allows multiple family projects up to eight units per acre. In 2005, the Township rezoned 11.22 acres from RR (Rural Residential) to RA, C-2, PO and RD. This occurred in order to provide a range of development opportunities on the site near BL-69, yet still retain the residential character along Newton Road. The portions of the location to be rezoned are depicted in yellow on page 3 of this report.

The applicant, PVL Investments, LLC, or Provision Living, is a regional Senior Housing Owner, Operator and Manager of primarily assisted living, memory care and independent living communities throughout the Midwest. Founded in 2005 and based in St. Louis, MO, Provision Living operates 34 senior care communities, representing over 2,200 assisted living and assisted living based memory care units and employs over 1,500 associates. PVL Investments, LLC has an option to purchase 11.22 acres under the condition that this rezoning be approved and they can develop a senior living center at the site under a future Special Use Permit.

### Future Land Use

The 2005 Master Plan designates the subject property in the Residential category that allows for 1.25 to 3.5 dwelling units per acre. The proposed zoning category allows for 8 dwelling units per acre.

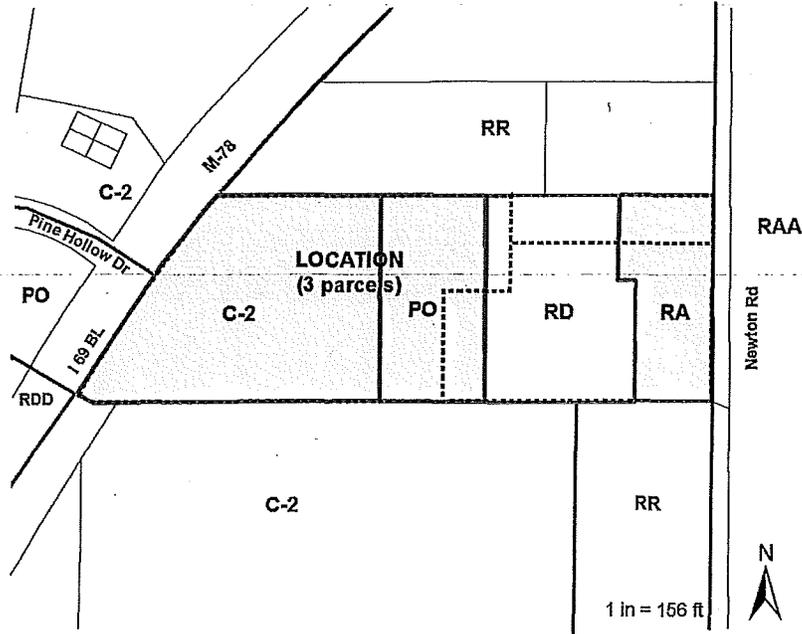
### FUTURE LAND USE MAP



### Zoning

The site is currently zoned RA (Single Family), C-2 (Commercial), PO (Professional & Office) and RD (Multiple Family, 8 units per acre). The current area zoned RD, as depicted in the map below, is 2.55 acres in size is not a part of this rezoning request and will remain RD if this current rezoning request is approved. Only the 8.66 acres zoned RA, PO and C-2 will change to RD.

**ZONING MAP (Rezoning areas in yellow)**



The approximate 8.66 acre site has approximately 493 feet of frontage on BL-69 and 417 feet of frontage on Newton Road. Minimum lot width in the RD district is 100 feet.

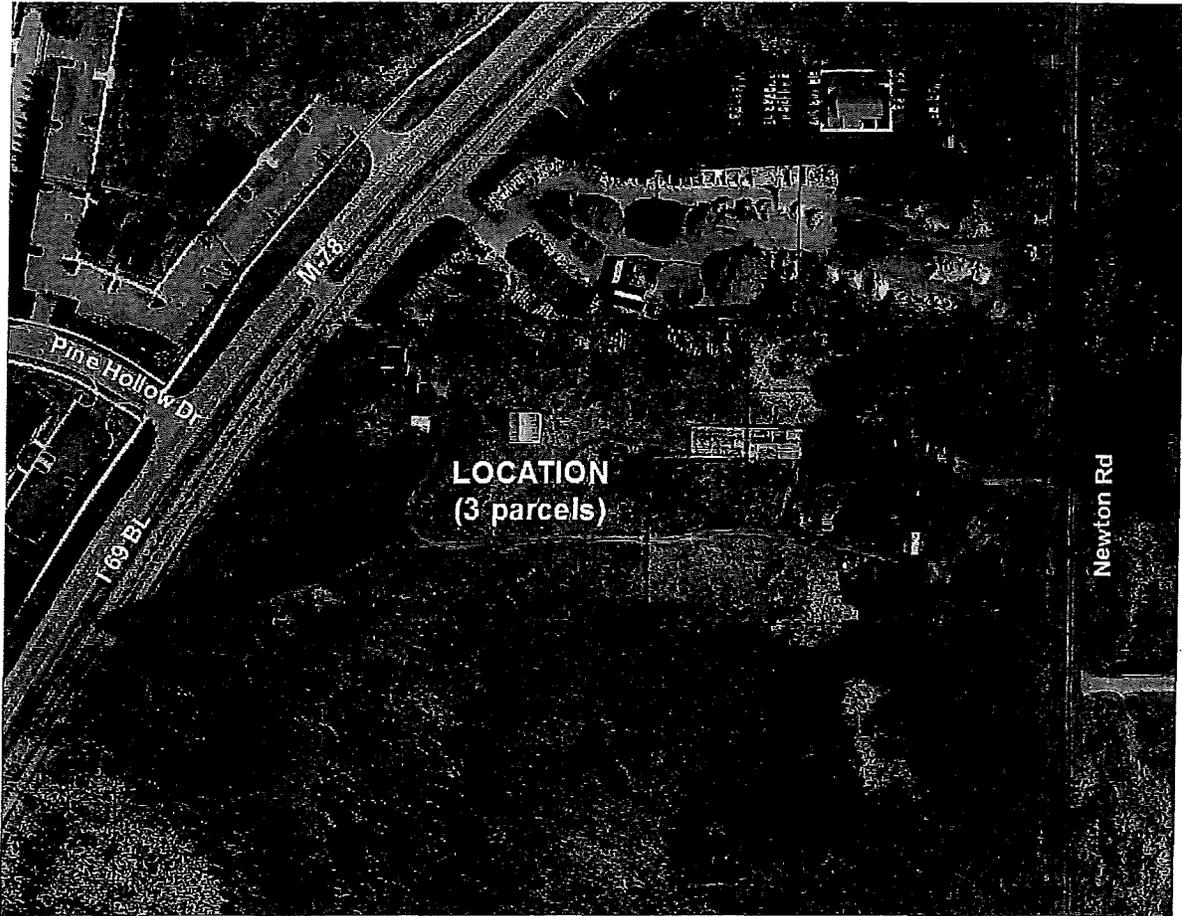
Based on the proposed zoning classification, the proposed maximum use at the site is shown in the table below.

LAND USE	TOTAL ACREAGE	NUMBER OF HOUSING UNITS
<b>PROPOSED ZONING</b>		
RD - Multiple Family/ 8 units to the acre	11.22	Approx. 89 units

**Physical Features**

The site, which consists of three separate parcels, is relatively flat. The parcel that fronts onto BL-69 has a single family house on it that was built in 1950. There are two houses (built in 1945 and 1946) on the west parcel that fronts onto Newton Road. The northeast parcel is vacant.

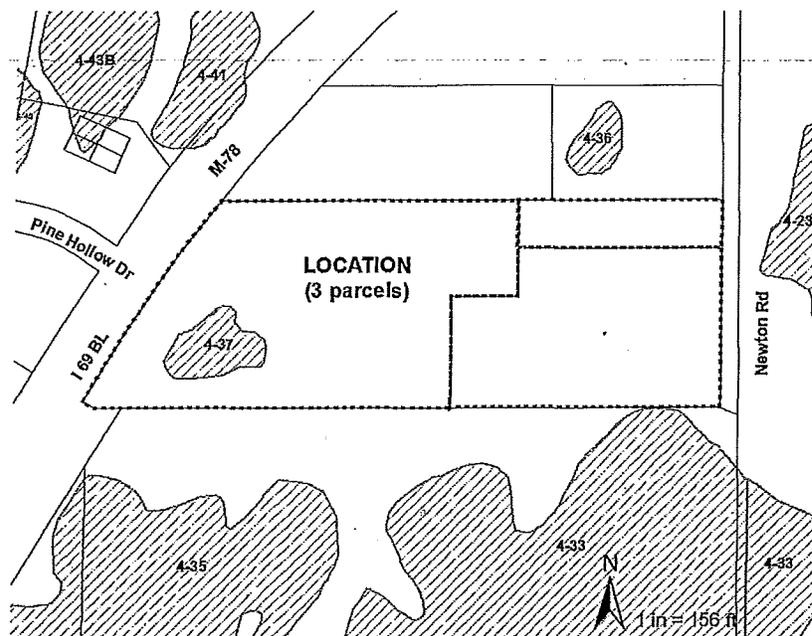
The Flood Insurance Rate Map (FIRM) for Meridian Township indicates there is no floodplain on the site. The Township's Greenspace Plan calls for an on-road pathway along Newton Road.



**Wetlands**

The Township Wetland Map depicts a wetland on the site, shown and described in the following map and table. Prior to any work on the site, a verified wetland delineation report would be required to determine the extent of the wetland on the site. Future development of the site would be required to comply with the applicable wetland regulations and water features setbacks from the wetland if the delineation shows Wetland 4-37 is regulated.

**WETLAND MAP**



NOTE: The Township Wetland Map is only a guide. Actual field verification is necessary to determine the exact wetland boundary.

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

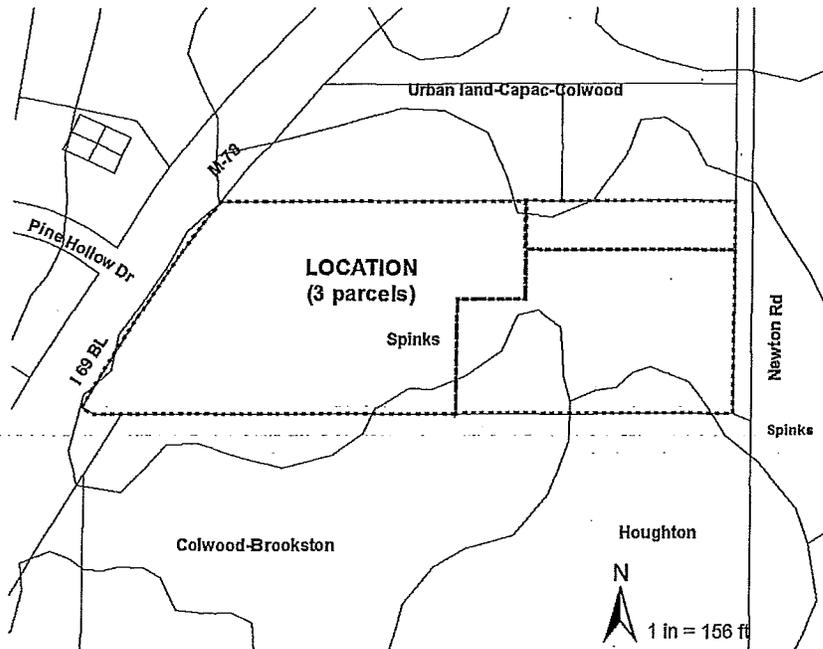
**Soils**

The following chart summarizes soil information for the subject site.

SOIL ASSOCIATION	SEVERE LIMITATIONS
Co (Colwood-Brookston)	Ponding
Hn (Houghton)	Subsides, ponding, low strength
SpB (Spinks)	None

Source: Soil Survey of Ingham County, Michigan. 1992.

**SOILS MAP**



**Streets & Traffic**

The site fronts onto BL-69 (also known as Saginaw Highway or Old M-78) and Newton Road. BL-69, a four lane divided highway, is designated as a Principal Arterial on the Comprehensive Development Plan. The speed limit on both BL-69 and Newton Road is 55 mph. BL-69 is a paved roadway with a grass boulevard and has a paved pathway along its north side. The Township's Master Newton Road is a two lane dirt road with no sidewalks.

The most recent traffic count for BL-69 near the site occurred in 2007. The numbers are provided on the Michigan Department of Transportation (MDOT) website, which indicates an average of 13,900 vehicles per day. A 2008 traffic count by the Ingham County Road Department (ICRD) indicated an average of 669 vehicles per day used Newton Road.

The applicant submitted a traffic assessment which calculated trips based on the proposed rezoning. The study includes a comparison of assisted living and single family developments. Some interest is shown in providing stand-alone units as a "continuance of care" option associated with a potential assisted living center at the site. Any single unit buildings would be required to go through the Township's Planned Unit Development process. The table below shows the estimated number of trips the proposed rezoning may generate.

The Township traffic consultant, the Ingham County Road Department and the Michigan Department of Transportation were provided with the application and traffic study. As of the time of printing this memorandum, no comments were provided from these offices.

USE*	TRIPS PER DAY	AM PEAK (IN / OUT)	PM PEAK (IN / OUT)
<b>CURRENT ZONING</b>			
PO/RA/C-2/RD	5,167	249 (155/94)	547 (248/299)
<b>PROPOSED ZONING</b>			
RD (Assisted Living/Single Family Residential)	664	50 (20/30)	68 (39/29)
<b>CHANGE IN TRIPS</b>	<b>Decrease of 4,503</b>	<b>Decrease of 199 (135/64)</b>	<b>Decrease of 176 (209/270)</b>

### **Public Utilities**

The Department of Public Works and Engineering has indicated that water can be accessed from both BL-69 and Newton Road and will need to be a looped system. The site is already serviced by the Township's sanitary system. Also, the applicant will be required to install a 7' wide paved pathway along BL-69, per the Township Pathway Master Plan.

### **Staff Analysis**

If the rezoning is approved, the applicant intends to develop a senior assisted living center at the site on the western half of the 11.22 acre site, facing BL-69. This future development will require a special use permit under RD zoning. However, the Planning Commission should take into consideration all the possible uses allowed in the RD (Multiple Family-Low Density) zoning district, these include:

Duplexes, multiple family projects (including apartment and condominium projects) and group housing developments. A special use permit (SUP) would be required for any multiple family project with more than two dwelling units.

The applicant has requested a decision the same night as the public hearing. The following motion is provided to suspend Planning Commission Bylaw #6.4a: Motion "I move to suspend Planning Commission Bylaw #6.4a to consider making a decision on the same night as the public hearing."

### **Planning Commission Options**

The Planning Commission may recommend approval or denial of the rezoning as requested by the applicant or recommend a different zoning category. The applicant has requested that a decision be made at the same meeting as the public hearing. A resolution to approve has been provided.

### **Attachments:**

1. Application and supporting materials
2. Resolution to Approve

**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**

- A. Owner/Applicant PVL Investments, LLC or affiliates (David Baylis)  
Address of applicant 1630 Des Peres, Suite 310, St. Louis, MO 63131  
Telephone: Work 314.783.6532 Home \_\_\_\_\_  
Fax \_\_\_\_\_ Email dbaylis@rangecap.com  
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 ARCO Construction (Jason Thorburg)  
Address 900 N. Rock Hill, St. Louis, MO 63119  
Telephone: Work 314.835.3425 Home \_\_\_\_\_  
Fax 314.963.0714 Email jthorburg@arco1.com
- C. Site address/location 2267 M-78 & 6217 & 6219 Newton Rd.  
Legal description (Attach additional sheets if necessary) See attached survey and written description of parcels to be rezoned  
Parcel number 33-02-02-04-327-003, 33-02-02-04-327-007 Site acreage 8.66-acres being rezoned to RD (11.21-acres overall site)
- D. Current zoning C-2, PO, RA Requested zoning RD, conditioned upon the applicant closing on the property prior to December 31, 2017.  
Should the applicant not close on the property on or before this date, the zoning would revert back to the current zoning classifications.
- E. The following support materials must be submitted with the application:
1. Nonrefundable fee.
  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 boundaries do not align with the property lines, nor does the same zoning district makeup the subject properties. In addition, the current multiple, differing zoning boundaries significantly increase the difficulty to develop the property to its fullest and best use.
- 2) The conditions of the surrounding area have changed in the following respects: \_\_\_\_\_
- 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: The current zoning classification, which does not appear to have had a reasonable basis for which the multiple classifications were drawn as they do not follow property lines, does not allow for development of a home for the aged in this area of the Township identified as being planned for residential uses.
- 6) The current zoning restrictions on the use of the property do not further the health safety or general welfare of the public, explain: \_\_\_\_\_

B. Reasons why the requested zoning is appropriate:

- 1) Requested rezoning is consistent with the Township's Master Plan, explain: Per the 2005 Master Plan, this section of the Township is designated for residential uses, with which the proposed development of senior housing (homes for the aged/assisted living) would support.
- 2) Requested rezoning is compatible with other existing and proposed uses surrounding the site, specifically: The rezoning, allowing for homes for the aged, provides a transitional use between the commercial uses along East Saginaw Highway and the residential uses along Newton Rd.
- 3) Requested rezoning would not result in significant adverse impacts on the natural environment, explain: The proposed development, as a result of the rezoning, would aim to minimize the grading on-site so as to minimize impacts on the environment and the natural topography of the parcel. In addition, all Township and Ingham County stormwater regulations would be adhered to so, as to minimize the impact of the new development.
- 4) Requested rezoning would not result in significant adverse impacts on traffic circulation, water and sewer systems, education, recreation or other public services, explain: Rezoning to RD would decrease the anticipated potential traffic generated by development on the site. The site currently has access to available public sewer and water so as to prevent the necessity of wells and septic systems.
- 5) Requested rezoning addresses a proven community need, specifically: The rezoning will allow for a licensed Home for the Aged (HFA) senior community within Meridian Township to fill the current undersupply of beds. Of the current 163 HFA beds within the Township 97% are currently occupied, leaving only 5 beds available. Furthermore, 100% of the HFA memory care beds are fully occupied.
- 6) Requested rezoning results in logical and orderly development in the Township, explain: Rezoning allows for the development of the site to provide orderly development through the construction of a transitional residential use on the parcel that bridges between the traffic and commercial use along East Saginaw Highway and the single-family residential uses along Newton Rd.
- 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: Rezoning to RD, which allows for the construction of homes for the aged upon receipt of an appropriate special land use permit, would provide for a better use of the subject parcels currently utilized for dilapidated single-family homes. This new facility would generate quality jobs and increase property tax revenue for the Township. Further, rezoning the parcels such that the zoning boundaries align with the property lines will

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

David M Baylis  
Signature of Applicant

2/17/16  
Date

David Baylis  
Type/Print Name

Fee: \$ 1060.00

Received by/Date: Hayden 2/17/16

***The applicant would request that a decision and recommendation to the Township Board on the rezoning request be made at the initial Planning Commission meeting, which would allow for development to commence in the Fall '16 as opposed to Spring '17, if approved.***

**Provision Living at Meridian  
Senior Assisted Living Community  
Legal Descriptions**

Zoned C-2 Commercial

That part of Lots 5 and 8, Mitchell Acres, a Subdivision of part of the Southwest 1/4 of Section 4, T4N, R1W, Meridian Township, Ingham County, Michigan, described as:

Beginning on the north line of Lot 5 at a point 745.70 feet N88 degrees 00'W of the Northeast Corner of Lot 6 of Mitchell Acres: thence S01 degrees 15'W, 417.50 feet to south line of Lot 8; thence N88 degrees 00'W, 537.30 feet along the south line of Lot 8; thence N24 degrees 30'W, 31.00 along the south west line of Lot 8 to the former east right-of-way line of Highway M-78; thence northeasterly 476.93 feet along said right-of-way along a curve to the right, said curve having a radius of 3759.83 feet and a long chord of 476.93 feet and bearing N37 degrees 09'E, to the north west corner of Lot 5; thence S88 degrees 00'E, 271.30 feet along the north line of Lot 5 to the point of beginning. Contains 4.018 Acres

Zoned P.O.

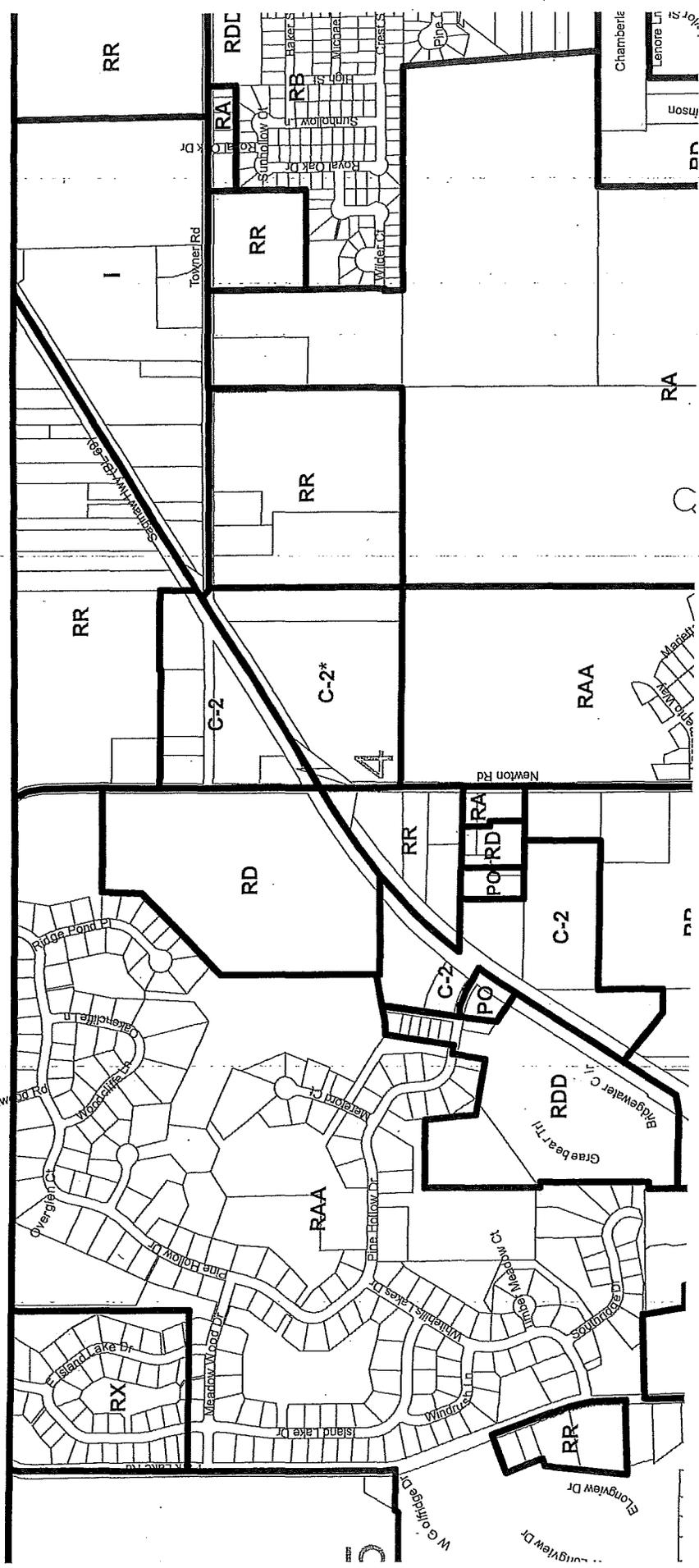
That part of Lots 5, 7 and 8, Mitchell Acres, a Subdivision of part of the Southwest 1/4 of Section 4, T4N, R1W, Meridian Township, Ingham County, Michigan, described as:

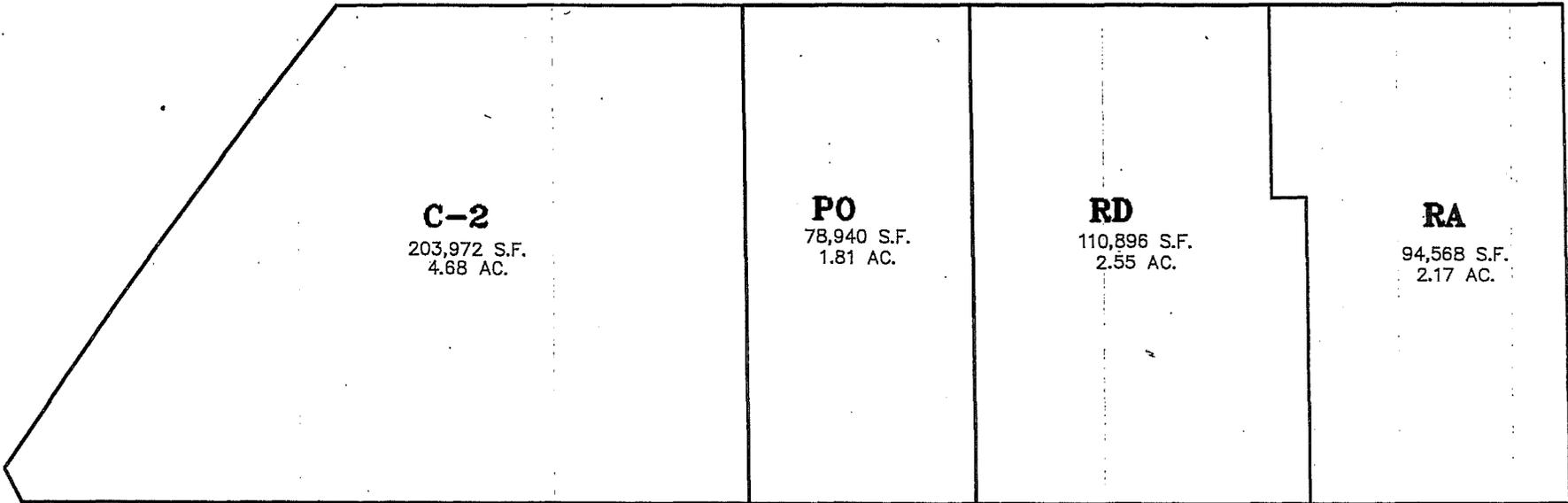
Beginning at the north line of Lot 5 at a point 537.00 feet N88 degrees 00'W of the Northeast Corner of Lot 6 of Mitchell Acres: thence S01 degrees 15'W, 417.50 feet to south line of Lot 7; thence N88 degrees 00'W, 208.70 feet along the south line of Lots 7 & 8; thence N01 degrees 15'E, 417.50 feet to the north line of Lot 5; thence S88 degrees 00'E, 208.70 feet along the north line of Lot 5 to the point of beginning. Contains 2.00 Acres

Zoned RA

That part of Lots 6 and 7, Mitchell Acres, a Subdivision of part of the Southwest 1/4 of Section 4, T4N, R1W, Meridian Township, Ingham County, Michigan, described as:

Beginning at the Northeast Corner of Lot 6, thence S01 degrees 15'W, 417.50 feet along the east line of Lots 6 and 7, being also the west right-of-way line of Newton Road, to the Southeast Corner of Lot 7; thence N88 degrees 00'W, 202.00 feet along the south line of Lot 7; thence N01 degrees 15'E, 230.00 feet; thence N88 degrees 00'W, 30.00 feet; thence N01 degrees 15'E, 187.50 feet to the north line of Lot 6; thence S88 degrees 00'E, 232.00 feet along the north line of Lot 6, to the point of beginning. Contains 2.065 Acres





**C-2**  
203,972 S.F.  
4.68 AC.

**PO**  
78,940 S.F.  
1.81 AC.

**RD**  
110,896 S.F.  
2.55 AC.

**RA**  
94,568 S.F.  
2.17 AC.

## Provision Living at Meridian Senior Assisted Living Community Project Overview

Provision Living at Meridian will be an Assisted Living community with ±102 apartments with ±126 licensed beds, under Michigan's Home for the Aged (HFA) licensure. The 2-story Community will be ±90,000 SF and will sit on the western half of the ±11.21-acre site facing East Saginaw Highway. The eastern portion of the site will be reserved for a potential second phase project consisting of either independent senior duplexes or single family duplex units.

### Provision Living, LLC

Provision Living is a regional Seniors Housing Owner, Operator, and Manager of primarily Assisted Living, Memory Care and Independent Living communities throughout the Midwest. Founded in 2005, and based in St. Louis, MO, Provision Living has steadily grown through the acquisition and construction of new facilities. The company has grown to include operations in Michigan, Missouri, Iowa, Illinois, Indiana, Ohio, Florida, Mississippi, Tennessee and Georgia. Currently, Provision Living operates 34 Communities properties, representing over 2,200 assisted living and assisted living based memory care units, and employs over 1,500 associates.

### Provision Living at Meridian

The Community will be specifically designed to provide an upscale hospitality and residential atmosphere as opposed to an institutional design. The Community will contain best-in-class building amenities that maximize the resident experience; including a beauty salon, exercise room, therapy space, a theater, and a private examination room to allow residents to see a visiting physician without having to leave the Community. There will be transportation provided to the residents to allow them to attend a variety of off-site activities and other personal needs. The Community will provide a high quality environment for both employees, nurses, visiting physicians, and other healthcare professionals. The Community will also provide restaurant style à la carte dining experience through chef prepared meals. In addition, the generous common spaces, lounges, and elegant private dining room will be welcoming to visiting family and friends of the residents.

The Assisted Living and Memory Care resident units will feature a variety of unit options, including Studio, One-Bedroom, and Two-Bedroom units. Each unit will have individually controlled heating and cooling and be equipped with emergency call systems. The units will be offered on a monthly rental basis, without a substantial upfront buy-in fee. The monthly rent includes gas, electric, water, sewer, and trash, 3 restaurant-style meals per day, planned daily activities, weekly housekeeping and linen cleaning. The Community will also offer medication administration, personal laundry service, and dressing, grooming, and bathing assistance. Furthermore, the Community will offer a wide array of activities for seniors to participate in that are designed and led by members of an Activities Department to ensure that residents remain active and engaged.

The dedicated Memory Care portion of the Community will be specifically designed to meet the needs of people living with Alzheimer's and related memory loss. The Community will offer a wide range of services designed to foster comfort and love in a homelike neighborhood setting. Caregivers will be dedicated to the preservation of dignity and independence of the residents and will work closely with families and physicians in order to maximize their quality of life. Provision Living's customized Memory Care program includes activities and enrichment designed to stimulate remaining memories and abilities.

We take the trust which our residents and families have placed in us very seriously, and have put a Community system in place that assures we earn that trust. Provision Living at Meridian will have an Executive Director, who leads a team consisting of a Director of Nursing, Business Office Manager, Dining Manager, Activities Manager, Maintenance Manager, and Community Relations Manager. There will be ±75 associates that work within the Community, of which ±30 are present at the Community during peak hours of the day. The Community will be supported by a strong corporate staff based in St. Louis, which provides Human Resources, Accounting, Payroll, and Operations for peak Community performance. Specialized platforms are in place to provide up-to-date training, billing, accounting, and payroll functions, which in turn facilitate operational efficiency and quality services at the Community level. Each Community's management team has a safety committee, family/resident council, and a quality audit process so that standards are not just met, but exceeded.



# **TRAFFIC ASSESSMENT**

**For the**

**Proposed Rezoning of**

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

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

**February, 2016**

**Prepared by:**

**Traffic Engineering  
Associates, Inc.**

PO Box 100 • Saranac, Michigan 48881  
**517/627-6028 FAX: 517/627-6040**

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Site Survey  
Existing Zoning Acreage



## PROJECT DESCRIPTION

The purpose of this study is to determine the difference between the potential traffic being generated by the existing zoning and the future traffic generated by the proposed new zoning. The proposed new single parcel currently consists of four (4) separate zonings; approximately 4.68 acres is zoned as Commercial (C-2), 2.17 acres zoned as Residential (RA), 1.81 acres zoned Professional Office (PO) and 2.55 acres zoned Multi-Family Residential (RD), for a total acreage of 11.2 acres.

The rezoning request is for Multi-Family Residential (RD) which will include the entire 11.2 acre parcel. The rezoning request will consist of approximately 7.16 acres fronting on Saginaw Highway, which will include a special use permit for higher density, and the remaining 4.04 acres, which will front on Newton Road, is requested to be rezoned RD also, but without the special use permit. This parcel is located on Saginaw Highway, just south of Newton Road in Meridian Charter Township, Ingham County, Michigan.

The trip generation for the existing zoning was based on the largest trip generators allowed under the Professional Office (PO) zoning, Commercial (C-2), Multi-Family Residential (RD) and the Residential (RA) zoning. The trip generation for future zoning was determined by the largest trip generator use allowed under the proposed Multi-Family Residential (RD) zoning category for the west 7.16 acres which fronts onto Saginaw Highway with the Special Use Permit per Meridian Charter Township standards, and the trip generation for the east 4.04 acres, which will front onto Newton Road, will be determined under the standard RD zoning criteria.

The traffic analysis consists of the following items:

- Comparison of trips being generated with the existing zonings versus the requested new Multi-Family Residential (RD) 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

In order to determine the use that would generate the maximum number of vehicle trips under Professional Office (PO), this study used the Meridian Township guidelines of 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 zoned PO (Professional Office). 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.

Trip generation rates were derived from the ITE TRIP GENERATION MANUAL (9th edition). 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 maximum building size estimate for Commercial (C-2) zoning is different from Professional Office (PO). The Meridian Township guideline for the maximum building footprint for C-2 zoning is a 5 to 1 ratio, or 20% of the total acreage. Using this guideline, the maximum building footprint for the existing 4.88 acres zoned C-2 that has frontage along Saginaw Highway would be 42,515 square feet.

Supermarket (ITE Code 850) was selected to represent the proposed zoning category, Commercial (C-2), for trip generation of the maximum building size of 42,515 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 property which is currently zoned Residential (RA) consists of a total of 2.17 acres. Using Meridian Township guidelines, the maximum lot size per unit is 10,000 square feet. For the 2.17 acre parcel zoned RA, the maximum number of residential lots that could be built are 10 units.

The property which is currently zoned Residential (RD) consists of a total of 2.55 acres. Using Meridian 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 10 units of RA zoning and 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 proposed property consists of a total of 11.2 acres, of which 7.16 acres is proposed to be rezoned to Multi-Family Residential (RD) with a request for a special use permit to allow more than dwelling 50 units. A Senior Housing development is proposed for this property that will have 102 dwelling units.

Assisted Living (ITE Code 254) was selected to represent the proposed zoning category for the proposed rezoning of 7.16 acres for Multi-Family Residential (RD), with a special use permit for more than 50 dwelling units, for the proposed 102 bed Senior Housing Assisted Living Center. The ITE description of Assisted Living is as follows:

*Assisted living complexes are residential settings that provide either routine general protective oversight or assistance with activities necessary for independent living to mentally or physically limited persons. They commonly have separate living quarters for residents, and services include dining, housekeeping social and physical activities, medication administration and transportation. Alzheimer's and ALS care are commonly offered by these facilities, though the living quarters for these patients may be located separately from the other residents. Assisted care commonly bridges the gap between independent living and nursing homes. In some areas of the country, assisted living residences may be called personal care, residential care, or domiciliary care. Staff may be available at an assisted care facility 24 hours a day, but skilled medical care-which is limited in nature-is not required.*

The remaining 4.04 acres which front onto Newton Road will also be rezoned to RD; however, the special use permit for more than 50 dwelling units only applies to the 7.16 acres that fronts on Saginaw Highway. Given that the 4.04 acres will be standard RD zoning, it was estimated that approximately 32 units could be built. The ITE trip generation rates for Single-Family Detached Housing (Land Use Code 210) were selected as representing the 32 units of RD zoning.

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**.

Based on this data, it is projected that the proposed rezoning (RD) with a special use permit for higher density for the west 7.16 acres, and the normal RD zoning for the east 4.04 acres will generate lower traffic volumes than the combination of the current zoning by 199 vehicle-trips in the AM peak hour, 479 vehicle-trips in the PM peak hour and with a lower difference in the weekday volume of 4,503 trips.



**Table 1  
Existing Traffic Generation Summary**

	<b>Existing Zoning (C-2)</b>	<b>Existing Zoning (PO)</b>	<b>Existing Zoning (RD)</b>	<b>Existing Zoning (RA)</b>	<b>Existing Zoning Traffic Volumes</b>
<b>ITE Code</b>	Supermarket (850)	General Office Building (710)	Single-Family Residential (210)	Single-Family Residential (210)	
<b>Size</b>	42,515	24,784	20 Units	10 Units	
<b>AM Peak Hour Trips</b>	145	63	24	17	249
<b>In</b>	90	55	6	4	155
<b>Out</b>	55	8	18	13	94
<b>PM Peak Hour Trips</b>	403	106	25	13	547
<b>In</b>	206	18	16	8	248
<b>Out</b>	197	88	9	5	299
<b>Weekday Daily Trips</b>	4,347	455	239	126	5,167



**Table 2  
Proposed Traffic Generation Summary**

	<b>Proposed Zoning (RD) Special Use Permit</b>	<b>Proposed Zoning (RD)</b>	<b>Proposed Zoning Traffic Volumes</b>
<b>ITE Code</b>	Assisted Living (254)	Single-Family Residential (210)	
<b>Size</b>	102 Beds	32 Units	
<b>AM Peak Hour Trips</b>	18	32	50
<b>In</b>	12	8	20
<b>Out</b>	6	24	30
<b>PM Peak Hour Trips</b>	30	38	68
<b>In</b>	15	24	39
<b>Out</b>	15	14	29
<b>Weekday Daily Trips</b>	296	368	664



**Table 3**  
**Traffic Generation Summary**  
**Between Existing and Proposed Zoning**

	Existing Zoning	Proposed Zoning	Difference in Zoning Traffic Volumes
<b>AM Peak Hour Trips</b>	249	50	-199
<b>In</b>	155	20	-135
<b>Out</b>	94	30	-64
<b>PM Peak Hour Trips</b>	547	68	-479
<b>In</b>	248	39	-209
<b>Out</b>	299	29	-270
<b>Weekday Daily Trips</b>	5,167	664	-4,503

The above traffic generation comparison for the requested rezoning of the 11.2 acres was conducted with the assumption that the west 7.16 acres would have the special use permit approved in order to build the proposed Senior Housing complex. However, if the entire 11.2 acres is approved for rezoning from the existing to the requested Multi-Family Residential (RD) without the special use permit, it was estimated that approximately 89 residential units could be built. The ITE trip generation rates for Single-Family Detached Housing (Land Use Code 210) were selected as representing the 89 units of RD zoning which would generate 72 vehicle trips during the AM peak hour, 95 vehicle trips during the PM peak hour and a weekday total of 943 vehicle trips.

Although the total trip generation will be higher for the 11.2 acres without the special use permit approval for the west 7.16 acres, the total trips generated under the RD zoning will still be much less than the trip generation with the combined existing zoning.



## 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:

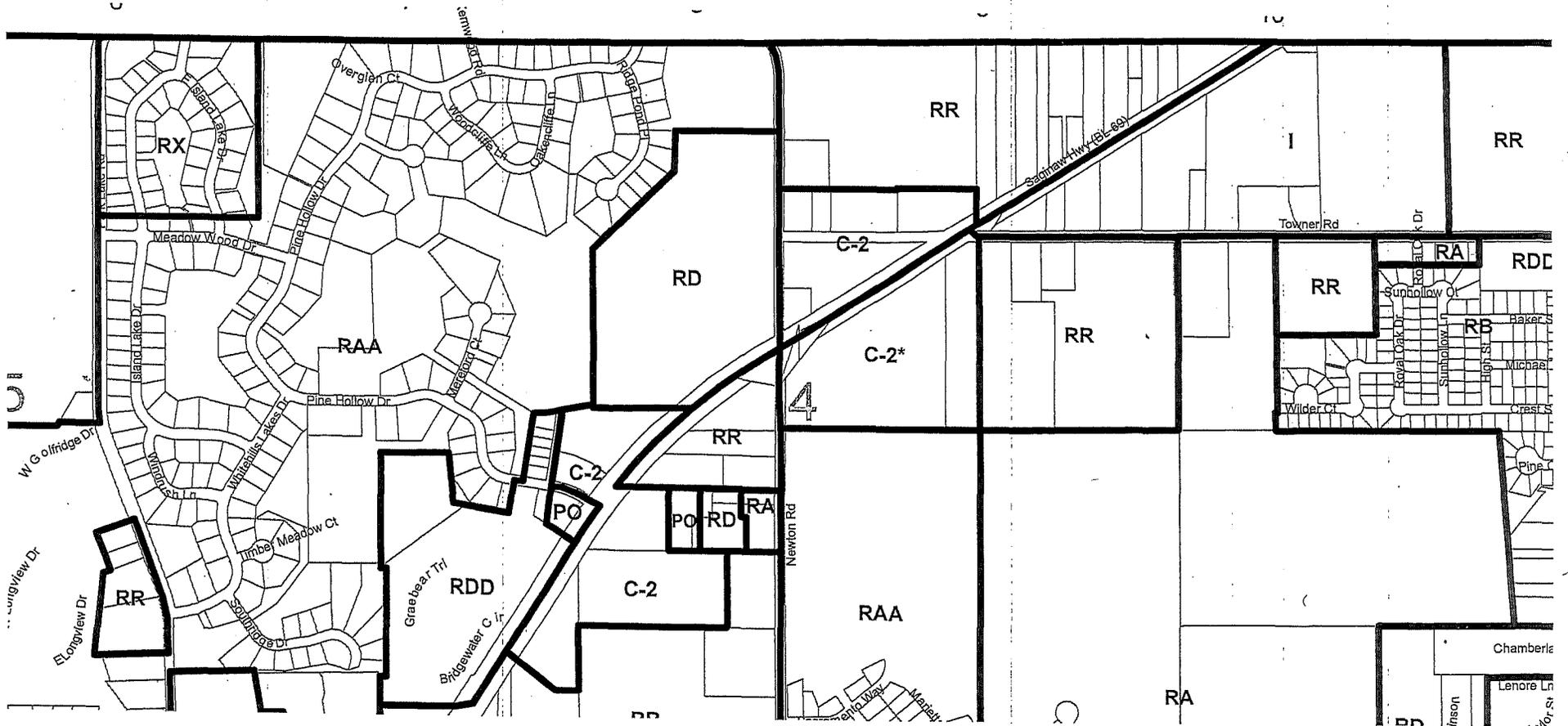
- The traffic volumes generated by the proposed rezoning category, Multi-Family Residential (RD) with a special use permit for the west 7.16 acres and the standard RD zoning for the east 4.04 acres will be much lower than the combined existing zoning categories, Professional Office (PO), Commercial (C-2), Single Family Residential (RA) and Multi-Family Residential (RD).

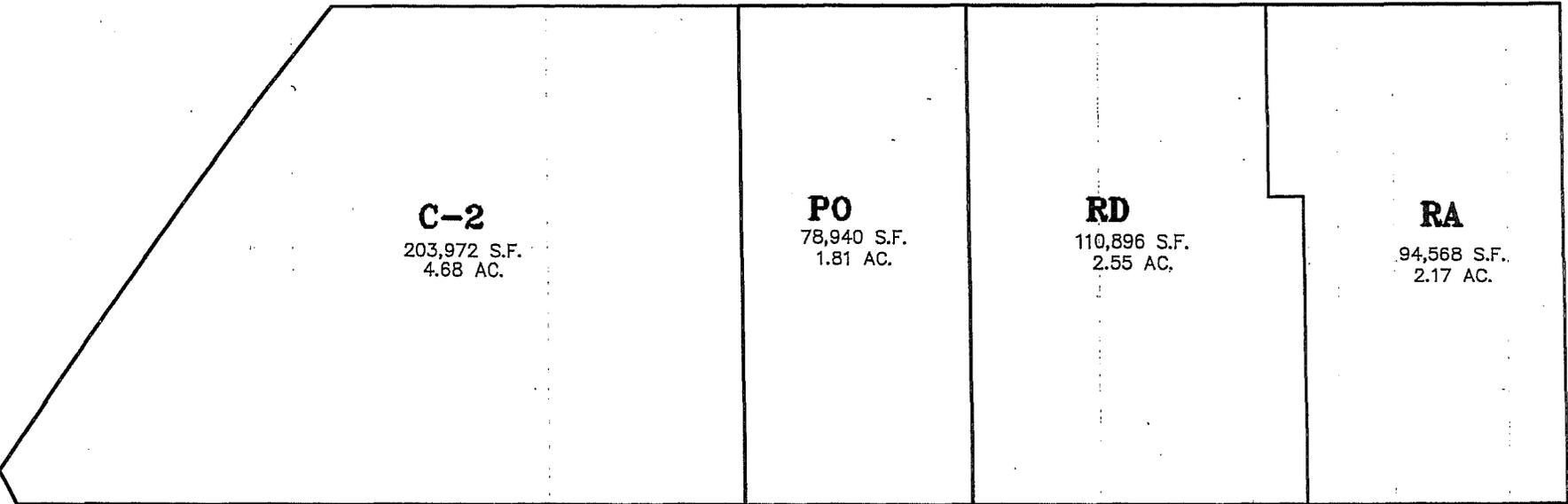


**SUPPLEMENTAL**

Site Survey  
Existing Zoning Acreage







**C-2**

203,972 S.F.  
4.68 AC.

**PO**

78,940 S.F.  
1.81 AC.

**RD**

110,896 S.F.  
2.55 AC.

**RA**

94,568 S.F.  
2.17 AC.

**RESOLUTION TO APPROVE RD**

**Rezoning #16010  
PVL Investments, LLC  
2267 BL-69, 6217 and 6219 Newton Road**

**RESOLUTION**

At a regular meeting of the Planning Commission of the Charter Township of Meridian, Ingham County, Michigan, held at the Meridian Municipal Building, in said Township on the 14th day of March, 2016, at 7:00 p.m., Local Time.

PRESENT: Chair Scott-Craig, Vice-Chair Jackson, Secretary Cordill, Commissioners DeGroff, Honicky, Ianni, Opsommer, Tenaglia, Van Coevering

ABSENT: None

The following resolution was offered by Commissioner Tenaglia and supported by Commissioner Opsommer.

WHEREAS, PVL Investments, LLC initiated a rezoning of approximately 8.66 acres at 2267 BL-69, 6217 Newton Road and 6219 Newton Road from C-2 (Commercial), PO (Professional and Office) and RA (Single Family Residential) to RD (Multiple Family, 8 units per acre); and

WHEREAS, the Planning Commission held a public hearing and discussed the rezoning at its meeting on March 14, 2016; and

WHEREAS, the Planning Commission reviewed the staff material provided under cover memorandum dated March 9, 2016; and

WHEREAS, the subject site is designated in the Residential 1.25-3.5 units per acre future land use category; and

WHEREAS, RD (Multiple Family Residential) zoning is more compatible with the future land use designation than the current zoning of C-2, RA and PO; and

WHEREAS, the proposed zoning would result in a logical and orderly development pattern providing a transition between commercial uses to the north, and Forest Grove Land Preserve to the south and residential to the east; and

WHEREAS, the applicant's traffic assessment shows the RD district uses will significantly reduce the number of trips compared to the existing zoning; and

WHEREAS, public water and sewer are available to serve the site.

NOW THEREFORE, BE IT RESOLVED THE PLANNING COMMISSION OF THE CHARTER TOWNSHIP OF MERIDIAN hereby recommends approval of Rezoning #16010 to rezone approximately 8.66 acres from C-2 (Commercial), PO (Professional and Office) and RA (Single Family Residential) to RD (Multiple Family, 8 units per acre).

ADOPTED: YEAS: Commissioners Cordill, DeGross, Ianni, Jackson, Opsommer, Tenaglia,  
Van Coevering, Chair Scott-Craig  
NAYS: Commissioner Honicky

STATE OF MICHIGAN     )  
                                  ) ss  
COUNTY OF INGHAM    )

I, the undersigned, the duly qualified and acting Chair of the Planning Commission of the Township of Meridian, Ingham County, Michigan, DO HEREBY CERTIFY that the foregoing is a true and a complete copy of a resolution adopted at a regular meeting of the Planning Commission on the 14th day of March, 2016.

  
\_\_\_\_\_  
John Scott-Craig  
Planning Commission Chair

Mr. Fairmont recapped his understanding that he will submit revised plans to the Township which will include stubs to the north and east.

Chair Scott-Craig closed the public hearing at 8:08 P.M.

- 
- B. Rezoning #16010 (Provision Living), a request to rezone approximately 8.66 acres from C-2 (Commercial), PO (Professional and Office), and RA (Single Family, Medium Density) to RD (Multiple Family-8 du/a).

Chair Scott-Craig opened the public hearing at 8:09 P.M.

Principal Planner Oranchak summarized the rezoning request as outlined in staff memorandum dated March 9, 2016.

- Applicant  
David Baylis, PVL Investments, 1630 Des Peres, Suite 310, St. Louis, MO, stated PVL Investments is an assisted living company with 35 properties throughout the Midwest. He offered a definition of assisted living and provided a Powerpoint presentation demonstrating the care and living amenities provided to senior residents within the proposed community.
- Public  
Leonard Provencher, 5824 Buena Parkway, Haslett, inquired if any of the parcels involved in this redevelopment would be landlocked.
- Planning Commission discussion:  
Commissioner Honicky inquired as to the minimum wage the applicant would pay the workers at the proposed facility.

Mr. Baylis responded there is a large range dependent upon an employee's responsibility.

Upon further inquiry by Commissioner Honicky, Mr. Baylis stated his company will pay a fair wage for a specific job.

Commissioner Honicky suggested the applicant consider paying a "fair wage" so that workers at the facility can afford to live in the community.

Commissioner Cordill asked if the rezoning request would address all the parcels to be used to construct the assisted living facility.

Principal Planner Oranchak replied the rezoning covers the 8.66 acres not currently zoned RD, so the entire 11.2 acres will then be zoned RD.

Mr. Baylis added it is their intent for all the lots from Newton to Saginaw to be zoned RD and the two story 90,000 square foot building would be located off of Newton Road, with independent living in the future as separate housing in the eastern portion.

Commissioner Ianni inquired if there were price points for the different types of living units.

Mr. Baylis responded there will be a base price for specific units and any variation would be dependent upon the level of required care.

Commissioner DeGroff clarified that it appears all of the lots will be consolidated into one parcel, which addresses a question posed earlier during public comment.

Mr. Baylis responded in the affirmative.

Commissioner Opsommer requested clarification if the language drafted in the resolution does not provide for a reversion of the zoning in the future, but requires the subject parcels to remain zoned as RD.

Principal Planner Oranchak responded in the affirmative.

Commissioner Opsommer also inquired if the RD zoned property would require a special use permit for any development in excess of two dwellings.

Principal Planner Oranchak replied that Commissioner Opsommer's statement was correct.

Commissioner Opsommer asked the applicant if residents in an assisted living facility have the option to leave the facility.

Mr. Baylis replied residents have that option and, in some cases, residents have cars. He added they are free to come and go as they please. Mr. Baylis indicated there are activities where the facility transports residents via a town car or small passenger bus to enjoy entertainment or civic programs.

Commissioner Opsommer asked if the applicant was aware the public transit service in this region does not run near the projected site.

Mr. Baylis replied he was not aware, but will need to figure out something for the workers.

Commissioner Jackson inquired as to the number of residents anticipated for a facility of this size.

Mr. Baylis replied the proposed project will consist of 102 apartments. He indicated some of those apartments may contain two (2) bedrooms, which would also be for two (2) residents. Mr. Baylis noted this home for the aged (HFA) will be regulated by the state, both in its construction and operation.

Commissioner Cordill explained the Planning Commission's customary process of having the proposed rezoning before it for two meetings, where a decision is made at the last meeting. She inquired why the applicant is requesting the Commission suspend its normal protocol.

Mr. Baylis replied they are anxious to begin the process with the Township, as it is his understanding it will be fall before his application goes through the required nine (9) meetings which puts them into Spring, 2017 to begin construction.

Chair Scott-Craig explained the Planning Commission does not suspend its rules unless there is a compelling reason. He voiced concern with placement of the building, given the busy neighboring commercial landscaping business.

Mr. Baylis stated they intend to provide sufficient screening for those units which face the commercial business.

Chair Scott-Craig noted the applicant stated earlier it is their intent to provide independent living in the future. He asked if there would be any possibility for additional assisted living instead if the market indicated a need for it.

Chair Scott-Craig stated the rezoning would open up other uses for the land and the Township has no assurance that the end product will be as described. He inquired if there was a possibility PVL Investments would construct something other than assisted living housing.

Mr. Baylis responded PVL Investments is in the business of constructing senior housing assisted living communities.

Chair Scott-Craig asked about the type of kitchen within the apartments.

Mr. Baylis explained they are kitchenettes which contain a microwave, noting the state would not allow the kitchenettes to have stoves, ovens or any appliance with an open flame.

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

Planning Commission discussion:

- Public has been notified of this meeting and no one has attended to provide feedback
- Applicant has spoken with the adjoining property owner
- Request before the Planning Commission is only for rezoning the land
- Rezoning would provide for a less intensive use of the land than currently zoned
- Park land to the south will not be affected by the rezoning request
- Less traffic will be generated
- Comparison between this request to suspend the rules and a previous case where there was a request for a backyard deck in the floodplain supported by surrounding neighbors
- Two week delay isn't necessary as there aren't many immediate neighbors to this property
- Current zoning could cause certain parcels to be landlocked
- Planning Commissioner belief rezoning all parcels to RD would be better for future use

ROLL CALL VOTE: YEAS: Commissioners Cordill, Ianni, Opsommer, Tenaglia, Van Coevering

NAYS: Commissioners DeGroff, Honicky, Jackson, Chair Scott-Craig

Motion carried 5-4.

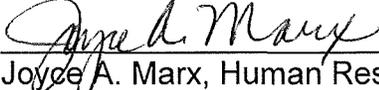
Chair Scott-Craig closed the public hearing at 8:49 P.M.

## 7. Unfinished Business

- A. Mixed Use Planned Unit Development #15024 (T.A. Forsberg/Westpac Michigan), request to develop a mixed use planned unit development north of Jolly Road, west of Jolly Oak Road and north of Farrins Parkway.

**MEMORANDUM**

**TO:** Township Board

**FROM:**   
Joyce A. Marx, Human Resources Director

**DATE:** March 31, 2016

**RE:** **Travel Expense Policy**

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The Travel Expense Policy was introduced to the Board at the January 26, 2016 Board meeting. After a meeting held with Trustee Scales, a second draft, with highlighted changes, was provided to you for Discussion at the March 15, 2016 Board meeting.

I have not received any comments from Board members since the March 15 meeting; therefore, the item will continue for Discussion at Tuesday's Board meeting. The four specific changes addressed in the 2<sup>nd</sup> Draft are as follows: (1) Redefined Purpose, (2) Eligibility, (3) Defined Meal Reimbursements, and (4) Consolidated In-county and Out-county Reimbursements.

**Attachment:**  
Travel Expense Policy – 2<sup>nd</sup> Draft

**MERIDIAN CHARTER TOWNSHIP TRAVEL EXPENSE POLICY**  
**2<sup>nd</sup> DRAFT 3/15/16**

**Purpose**

It is the policy of Meridian Charter Township to reimburse staff and Township Board Members for reasonable and necessary expenses incurred in connection with approved travel and attendance at conferences, training programs, and **conducting business** ~~business meetings, etc.,~~ on behalf of the Township. **Eligible individuals** ~~Travelers~~ seeking reimbursement should use a common sense approach and incur the lowest reasonable travel expenses and exercise care to avoid impropriety or the appearance of impropriety. Overnight travel expenses must be pre-approved by the Department Director and Township Manager.

**Authorization and Responsibility**

All overnight travel must be approved and authorized, and **eligible individuals** ~~travelers~~ should verify that planned travel is eligible for reimbursement before making travel arrangements. Prior to making arrangements, the Travel Expense Report Form must be authorized by the **Department** Director and the Township Manager. The **Department** Director and the Finance Director will review final expenses and may withhold reimbursement if there is reason to believe that the expenses are inappropriate. ~~or extravagant.~~

Personal Funds: **Eligible individuals** ~~Travelers~~ should review the above reimbursement guidelines, before spending personal funds for business travel, to determine if such expenses are reimbursable. The **Department** Director, Township Manager, and/or the Finance Director reserve the right to deny reimbursement of travel or Township business related expenses for failure to comply with the policy.

Vacation in Conjunction with Township Business Travel: In cases where vacation time is added to a business trip, any **increased** cost variance in mileage, car rental, lodging, or airfare or other transportation must not be included on the Travel Expense Report. Receipts that include charges for personal time must clearly have the personal expenses broken out on them. For example, if an employee stays an extra night in a hotel, there must be documentation with the receipt breaking out business and personal nights. The Township will not pay for any personal expenses whatsoever.

Exceptions: On occasion, it may be necessary for **eligible individuals** ~~travelers~~ to request exceptions to the travel policy. Requests for exceptions must be made in writing and approved by the Township Manager.

### **Permissible Prepaid Expenses – Transportation, Conference or Training Registration, Lodging**

Before travel, the Township may issue prepayments for airfare or other transportation, car rental, lodging, or conference/training program registration fees. These prepayments ~~may made~~ be paid using a Township credit card. Sometimes, business related lodging, banquets, or meals are included ~~with as part of the conference/training fee as part of the registration fees~~; therefore, only meals that are not included in the registration fee will be reimbursed. To clarify, if a specific meal (i.e., breakfast, lunch, or dinner) is provided in the registration fee, there will be no reimbursement if the **individual traveler** decides to eat elsewhere for that meal.

### **Conference or Training Registration Fees not Pre-Paid**

If the conference or training fee was not prepaid ~~for~~ by the Township, this fee will be reimbursed, including business-related banquets or meals that are part of the conference registration. Original receipts to support the payment are required. If the conference does not provide a receipt, then a cancelled check, credit card slip, statement, or documentation that the amount was paid is required for reimbursement. See next section for processing reimbursements.

### **Reimbursements**

Requests for reimbursements of overnight travel related expenses must be submitted on the Travel Expense Report. The Travel Expense Report must be completed and submitted within 30 days of the event. All expenses incurred related to the approved travel are to be included on the Travel Expense Report and must be accompanied by original receipts. Travel Expense Reports not submitted within the 30 day timeframe are subject to the **Township Manager's approval**.

### **Traveling with a Township Credit Card**

Some **eligible individuals travelers** have Township issued credit cards. A Township issued credit card should be used to pay approved travel related costs whenever possible. The Travel Expense Report must be completed and submitted within 30 days of the event. All expenses incurred related to the approved travel are to be included on the Travel Expense Report. ~~If there are any~~ Charges for which the Township issued credit card was not used that require reimbursement are to be ~~please~~ included ~~them~~ on the Travel Expense Report as well. The back page of the Travel Expense Report will have space to identify those charges that need to be reimbursed. The Travel Expense Report must be accompanied by original receipts. Travel Expense Reports not submitted within the 30 day timeframe are subject to the **Township Manager's approval**.

## Travel Advances

Cash advances may be authorized by the Township Manager for specific situations that might cause undue financial hardship for the **eligible individual traveler**. These situations are limited to travel on behalf of the Township. The **eligible individual traveler** must repay the Township for any advances in excess of the approved travel expenses. The Travel Expense Report must be completed and submitted within 30 days of the event. All expenses incurred related to the approved travel are to be included on the Travel Expense Report and must be accompanied by original receipts. Travel Expense Reports not submitted within the 30 day timeframe require ~~exception approval from the Township Manager to approve the exception.~~

## Meal Reimbursements ~~Meals Per Diem~~

A Per Diem **overnight** maximum of up to **\$39.00** ~~\$45.00~~ is reimbursable for approved overnight travel **where meals are not provided.** ~~based on departure and return times over an entire 24 hour period or prorated for conferences or training where business meals are not provided.~~ **Daily reimbursements where overnight travel is not required are as follows: Breakfast \$7.50; Lunch \$12.50; Dinner \$19.00.**

## Non-reimbursable Expenses

Alcohol is not to be included on any receipts using the Township credit card or any receipts being submitted for reimbursement. If the **eligible individual traveler** purchases alcohol while traveling, it must be paid for on a separate check. Commuting between work and home, parking tickets, moving violations, other fines, clothing or personal grooming charges, laundry and dry cleaning, club memberships, child care, personal entertainment (i.e., in-theatre movies, hotel pay per view movies, social activities such as golfing, sightseeing tours, etc.) or other expenses not directly related to Township business travel **are considered non-reimbursable.**

## Mileage Reimbursement

Whenever possible, a Township vehicle should be considered for Township business and travel use. If no Township vehicle is available, or if an employee chooses to drive a personal vehicle, the approved mileage will be reimbursed at the applicable Internal Revenue Service (IRS) mileage rate. All drivers must have a valid driver's license and auto insurance coverage for personal vehicles.

Personal vehicle mileage reimbursement is meant to cover only those miles incurred above and beyond the **eligible individual's traveler/employee/board member's** normal commute from home to the Township offices. Reimbursement requests should indicate the purpose of the request and include the points of travel and the miles eligible for reimbursement. The

request and include the points of travel and the miles eligible for reimbursement. The reimbursement rate is determined annually in January using the business rate per mile as established by the Internal Revenue Service (IRS).

When mileage is incurred in conjunction with out of town travel, it should be reported on the Travel Expense Report along with all other travel related expenses.

When mileage is incurred for approved local or single day travel, the Mileage Reimbursement Request form must be filled out and approved by the Department Director. Mileage Reimbursement Requests should be filled out as incurred. For those who travel often, the form should be filled out on a monthly basis. If the total reimbursement request is \$30.00 or less it can be paid out of petty cash. The approved Mileage Reimbursement Request must be attached to the approved petty cash form.

### **Taxation**

Determining which travel expense reimbursements are taxable is outside the scope of the Meridian Charter Township Travel Expense Policy. This policy does not increase, lessen, or eliminate any tax liability imposed by the Internal Revenue Service (IRS); Employee reimbursements are subject to tax reporting and withholding based on applicable tax regulations. For guidance on the appropriate tax treatment of expense reimbursements please refer to the IRS Guidelines or personal accountant.

# MEMORANDUM

# 13. D

**TO:** Township Board

**FROM:** Frank L. Walsh  
Frank L. Walsh, Township Manager

**DATE:** March 31, 2016

**RE:** **Employee Appreciation Compensation**

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During negotiations with our eight bargaining groups in 2013, there was a commitment made to augment our offer of a 1% wage increase (2014-2016) with a 1% per year appreciation allotment. The commitment was very clear. We stated that if the Township's annual tax growth exceeded 2% we would request the Township Board to provide a 1% additional payment or a lump sum payment in lieu of the 1%. The premise was that if growth occurred employees would share in the success. If growth flattened, we would not have the resources to offer more than the agreed to annual adjustment of 1% per year.

In 2014, the Township Board provided a 1% increase to our team members. In 2015, the Township Board offered a \$400 lump sum appreciation payment. In both years, tax growth hovered between 2.5% to 3.2%. Our anticipated tax growth for 2016 is 1.72%. Therefore, based on our oral discussions in 2013, there will not be an additional increase in 2016.

However, after reviewing our financial data, we are in a position that allows the Township Board to consider offering our team members some type of an adjustment. In 2013, the Township's general fund balance was \$5,235,000. We expect our General Fund balance to be approximately \$6,050,000 on December 31, 2016. This figure does take into account the additional \$1,000,000 to the Municipal Employees' Retirement System (MERS) authorized by the Township Board. During the past three years, we have invested wisely in our infrastructure and our long-term liability. It is important to note that at the same time we grew our fund balance we took on no additional debt.

Here is a breakdown of the actual costs associated with a wage adjustment:

.25% across the board = \$35,000	\$200 lump sum per team member = \$32,000
.50% across the board = \$70,000	\$300 lump sum per team member = \$48,000
1% across the board = \$140,000	\$400 lump sum per team member = \$64,000
2% across the board = \$280,000	\$500 lump sum per team member = \$80,000

This is clearly a policy decision that rests with the governing body. The only suggestion I offer is that I strongly prefer a lump sum per team member enhancement. This would allow us to have more of an impact on our team members near the bottom of the salary scale.

For instance:

The .50% across the board payment provides a department director with a one-time payment of approximately \$515. The same .50% increase provides our administrative clerical support approximately \$195. I would rather see us wipe the slate clean and offer everyone \$400. Please note, there is no commitment to offer anything based on our oral conversations in 2013. This is an opportunity for the Township Board to gauge our financial outlook and determine how you wish to move forward.

## MEMORANDUM

**TO:** Township Board

**FROM:**   
Derek N. Perry, Assistant Township Manager  
Director of Public Works & Engineering

**DATE:** April 5, 2016

**RE:** ACD.net

---

ACD.net is a company located in Lansing, Michigan that specializes in telephone, broadband and fiber optics. They have completed several fiber optic projects throughout the State of Michigan (attached newspaper articles) and have approached the Township requesting permission to complete a fiber optic network system around the Meridian Mall that would utilize a Distributed Antenna System (DAS) or "small cell towers" (Exhibit A).

As the Township Board may recall, in 2002, the State of Michigan created Public Act 48 of 2002 (the METRO Act) that removed local jurisdictional control of telecommunication facilities in the municipalities right-of-way (ROW). In short, P.A. 48 of 2002 eliminated the right of a municipality to negotiate terms and conditions for the use of its citizens ROW and replaced it with a standardized permit and fee structure. Since 2002, all telecommunication providers installing and operating fiber optic facilities in Meridian Township have utilized the METRO Act permit.

What makes this telecommunication request unique is the desire of ACD.net to utilize the DAS system and place six micro cell towers around the Meridian Mall. According to the METRO Act, the DAS structures and their supporting appurtenances are not regulated under the permit and their installation and placement must be authorized by the local municipality. Authorization may occur either by franchise agreement, if placed in the Township ROW or by a Special Use Permit (SUP) on private property as regulated by the Zoning Ordinance.

On Tuesday evening, Ms. Doreen Murphy and Mr. Kevin Meeker of ACD.net will formally present their request to the Township Board. After receiving the presentation, Township staff would like direction on whether to proceed with negotiating placement of the DAS towers in the ROW or direct them to work with the private property owners along their proposed network using the SUP process as regulated by the Township Zoning Ordinance.

# Exhibit A



The Oakland Press (<http://www.theoaklandpress.com>)

## Newly installed fiber optics service in Franklin bringing faster speeds

By Carol Hopkins, The Oakland Press

Wednesday, July 23, 2014



Franklin residents should be noticing improved cellphone and Internet service after contractor [ACD.net](http://www.acd.net) recently installed new fiber optics networks and micro-cell towers around the area.

Officials said the village has become a “fiberhood,” a term used to describe the area of faster speeds.

“The improved coverage ensures there is substantial capacity increase on 4G wireless service and will also result in improved broadband capacity,” said ACD spokesman Joe Ross.

Ross said he was not able to reveal the names of the phone providers using the fiber optics system.

Fiber optics is the use of thin flexible fibers of glass or other transparent solids to transmit light signals, chiefly for telecommunications.

“I’m sure it will be an improvement for the patrons, business people and residents in the Village of Franklin,” said Jim Creech, village administrator.

Fiber optic service is 50 to 100 times faster than cable modem service and DSL, said Ross.

Many Franklin businesses and homes can now have fiber run from their buildings to the road where the new Franklin fiber is constructed, said Ross.

“People are making decisions on where to live and work based upon the technology infrastructure available to them,” said Kevin Schoen, ACD.net CEO.

“Our company’s mission is to bring direct fiber optic connections to all business and residential customers.”

Learn more about the future’s faster systems [online](#).

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URL: <http://www.theoaklandpress.com/general-news/20140723/newly-installed-fiber-optics-service-in-franklin-bringing-faster-speeds>

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[http://www.ourmidland.com/news/acd-net-builds-fiber-network-improves-local-internet-coverage/article\\_d9d4a9d9-0019-53ec-8cb8-0002d9a267df.html](http://www.ourmidland.com/news/acd-net-builds-fiber-network-improves-local-internet-coverage/article_d9d4a9d9-0019-53ec-8cb8-0002d9a267df.html)

FEATURED

## ACD.net builds fiber network, improves local Internet coverage

By the Midland Daily News Sep 4, 2014

ACD.net has installed five distributed antenna systems and built a fiber network in Midland to improve Internet coverage in the region. Midland businesses will have access to fiber optics for powering desktop computers and the public can see improved cell phone coverage.

“The improved coverage ensures that there is substantial capacity increase on 4G wireless service to Midland, and will also result in improved broadband capacity for Midland,” said ACD.net CEO Kevin Schoen.

Additionally, the new fiber optic infrastructure may be used for deployment of ACD.net’s gigabit Ethernet service to Midland businesses. ACD currently provides services to businesses, and is set up to extend service to certain residential markets in 2015. Fiber optic service is 50 to 100 times faster than cable modem service and DSL.

The collaborative efforts between Midland city officials and ACD.net have led to this economic investment.

“Midland is one of the first cities in Michigan, but certainly not the last, to upgrade to the next generation of broadband,” Schoen said. “Improving broadband in all Michigan communities is a priority for ACD.net.

“People are making decisions on where to live and work based upon the technology infrastructure available to them. ACD.net’s mission is to bring direct fiber optic connections to all business and residential customers.”

To learn more about ACD.net and ACD Telecom visit [ACD.net](http://www.acd.net) or [SpeedUpMichigan.com](http://www.SpeedUpMichigan.com).



IN THE NEWS is \$600k more after clerical error found



HOME / NEWS / FIBER OPTIC NETWORK PROJECT UNDERWAY IN BOYNE

# Fiber optic network project underway in Boyne

– September 22, 2014



Benjamin Gohs

News Editor

Lansing-based fiber optic broadband services provider ACD.net began installing a new high-speed internet infrastructure in Boyne City last week.

The new system of distributed antennas and fiber optic cable will be up to 100 times faster than regular broadband, and will increase the speed and quality of cell phone and wireless internet coverage.

"Slow cell and internet connections can be frustrating to customers and detrimental to businesses," ACD.net's CEO Kevin Schoen stated in a company news release last week. "This next generation broadband network will increase local companies' connection speeds and reduce their business operational costs."

According to Boyne City Manager Michael Cain, ACD.net approached the city regarding getting use of the city's road right-of-ways to lay the cable.

"The city commission approved that at their Aug. 12 meeting ... and it's part of our efforts to bring high-speed internet to the area," said Cain. "The more options that are out there, the more opportunities there are to make it easier for people to do business where they like to visit."

Cain added, "A lot of people like to visit up here during summer and do their business on laptops or other mobile devices. And, the more robust high-speed internet systems, the more advantageous it is to bringing people up here as residents or for business as well."

The new gigabit system could also lower costs to residential, commercial and governmental customers while providing the same "world-class" quality of internet used in Silicon Valley, making Boyne City into a FiberHood. "People are making decisions on where to live and work based upon the technology infrastructure available to them," Schoen stated. "Gigabit fiber networks and the latest generation wireless networks are what today's high-technology workforce are demanding."

According to Schoen, many Boyne City businesses will be able to have fiber optic cable run from their offices to the road, giving them a direct link to the system as opposed to having lower-speed cable or DSL running to the fiber optic system.

ACD.net will be working in the area through October.

Since ACD.net is a wholesaler to the larger phone companies, this project is occurring at no cost to the taxpayers.

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Boyne City Planning Commission discusses Master Plan, Trail Town Plan, Catt Development plan and more

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Charlevoix County Board of Commissioners meeting round up

**MEMORANDUM****TO:** Township Board**FROM:**   
Mark Kieselbach  
Director of Community Planning and Development  
Gail Oranchak, AICP  
Principal Planner**DATE:** March 31, 2016**RE:** Zoning Amendment #14010 (Township Board)

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The Township Board initiated a zoning amendment to regulate the transfer but not the use of medical marihuana and forwarded it to the Planning Commission for the required public hearing and recommendation.

The Planning Commission held a public hearing on February 10, 2014 but due to regulatory uncertainty deferred making a decision until pending bills worked their way through the legislature. After Township Board discussion at its July 15, 2015 meeting, Supervisor LeGoff, in a communication dated July 23, 2015, urged the Planning Commission to complete its review and forward a recommendation.

Prior to the Planning Commission's September 14, 2015 meeting, the Township attorney reviewed the draft ordinance and provided comments. At the September 28, 2015 meeting, the Planning Commission voted 8-1 to recommend denial of the proposed zoning amendment based on the following:

1. Regulatory uncertainty remains surrounding actions the state legislature may take to clarify local regulation of the Michigan Medical Marihuana Act which may make the proposal premature.
2. Adopting a zoning amendment without further clarification from the legislature may subject the Township to expensive litigation.
3. The amendment does not limit the number of adult caregivers that may reside in a residence.
4. Prohibiting signage for medical marihuana caregivers operating as a home occupation in residential districts may cause concern regarding constitutional free speech rights.
5. Regulations limiting the proximity of grow and transfer operations to K-12 schools makes an arbitrary distinction between K-12 schools and other child-centered activities such as child day care centers, pre-schools; and recreational parks.

The following information gathered from the House Fiscal Agency reports and the March 2016 edition of Planning and Zoning News provides a short synopsis of bills currently pending in the legislature. The House has passed all three bills and they have been referred in the Senate to the Judiciary Committee.

**HB 4209.**

House Bill 4209 creates the Medical Marijuana Facilities Licensing Act to establish a licensing and regulation framework for medical marijuana growers, processors, secure transporters, provisioning centers, and safety compliance facilities. Quoting from House Fiscal Agency Report:

*Municipalities:* A municipality could enact ordinances to authorize one or more types of marijuana facilities within its boundaries and could also limit the number of each type of facility. A facility could not be licensed unless an authorizing ordinance has been adopted.

The ordinance could establish an annual, nonrefundable licensing fee of not more than \$5,000 to defray administrative and enforcement costs associated with the operation of a marijuana facility. Other ordinances relating to facilities, including zoning restrictions, could also be adopted. However, regulations that interfere or conflict with uniform statewide regulation of licensees could not be imposed.

Municipalities adopting authorizing ordinances must approve each applicant for a new state operating license before the Medical Marijuana Licensing Board can consider the application. Information obtained by the municipality from an applicant for this purpose would be exempt from disclosure under the Freedom of Information Act.

**HB 4210**

This act amends the Michigan Medical Marijuana Act to, among other things, allow for the manufacture and use of marijuana-infused products by qualifying patients and manufacture and transfer of such products by primary caregivers to their patients.

**HB 4827**

A new act establishing seed-to-sale tracking system for commercial marijuana. It requires the Department of Licensing and Regulatory Affairs (LARA) to establish, maintain, and utilize a system to track marijuana that is grown, processed, transferred, stored, or disposed of under the Medical Marijuana Facilities Licensing Act (House Bill 4209). This could be accomplished either directly or by contract. It is tie-barred to HB 4209 thus neither can be could take effect unless both were enacted.

A copy of staff memorandums dated February 6, 2014, September 10, 2015, and September 24, 2015 and minutes from the Planning Commission's February 10, 2014, September 14, 2015, and September 28, 2015 meetings are attached.

**Township Board Options**

The Township Board may approve, deny, or amend the proposed text. If the Board amends the proposed text, it may be referred to the Planning Commission. A resolution will be provided for a future meeting.

**ZA #14010 (Township Board)**

**March 31, 2016**

**Page 3**

**Attachments**

1. Township Board initiated draft ordinance
2. Staff memorandums dated February 6, 2014, September 10, 2015, and September 24, 2015
3. Planning Commission meeting minutes dated February 10, 2014, September 14, 2015, and September 28, 2015.

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**CHARTER TOWNSHIP OF MERIDIAN  
PROPOSED ZONING ORDINANCE AMENDMENTS  
MEDICAL USE OF MARIHUANA**

Section 1. Amendments.

**Section 86-2. Definitions.**

**Farm:** Add: The term farm does not include the transfer, delivery, production, manufacture or cultivation of marihuana.

**Marihuana** means the term defined in Section 7106 of the Public Health Code, 1978 PA 368 being MCL 333.7106.

**Medical Marihuana Caregiver Grow and Transfer Facility** means a location where primary caregivers and/or qualifying patients cultivate or manufacture marihuana and/or where primary caregivers transfer marihuana to qualifying patients whom they are connected to through the state registration system pursuant to the MMMA. The term medical marihuana caregiver grow and transfer facility does not include medical marihuana home occupations.

**Michigan Medical Marihuana Act:** Initiated Law 1 of 2008, being MCL 333.26421 et seq. (“MMMA”).

**Medical Use of Marihuana:** The acquisition, possession, cultivation, manufacture, use, internal possession, delivery, transfer, or transportation of marihuana or paraphernalia related to the administration of marihuana to treat or alleviate a registered qualifying patient’s debilitating medical condition or symptoms associated with said condition.

**Medical Marihuana Home Occupation** means a primary caregiver who assists more than one qualifying patient in addition to themselves with the medical use of marihuana at the primary caregiver’s dwelling. Also see “home occupation.”

**Primary Caregiver** means a person who is at least twenty-one (21) years old and who has agreed to assist with a patient’s medical use of marihuana and who has not been convicted of a felony within the past 10 years and has never been convicted of a felony involving illegal drugs or a felony that is an assaultive crime as defined in Section 9a of chapter X of the Code of Criminal Procedure, 1927 PA 175, MCL 770.9a, and is registered with the state pursuant to the MMMA.

**Qualifying Patient** means a person who has been diagnosed by a physician as having a debilitating medical condition, and is registered with the state pursuant to the MMMA.

**Section 86-5**

The purpose of the Medical Marihuana regulations are to regulate the location, but not exclude the use and handling, of the medical use of marihuana consistent with the Michigan Medical

Marihuana Act, (MMMA) MCL 333.26421 et seq, by designating the specific locations for the medical use of marihuana. Under no circumstances is the use or handling of marihuana inconsistent with the Michigan Medical Marihuana Act permissible in the Charter Township of Meridian. In creating these regulations, the Charter Township of Meridian acknowledges that the majority of voters in Michigan have found and declared that medical research has discovered beneficial uses for marihuana in treating or alleviating the pain, nausea, and other symptoms associated with a variety of debilitating medical conditions; that legalizing the medical use of marihuana will have the practical effect of protecting from arrest the vast majority of seriously ill people who have a medical need for that use; and that, although federal law currently prohibits any use of marihuana except under very limited circumstances, states are not required to enforce federal law or prosecute people for engaging in activities prohibited by federal law.

**Section 86-368. RR district: One-family rural residential district.**

(b) *Uses permitted by right.*

(2) *Home occupations.*

Add a. 5. Medical Marihuana home occupation, which consists of a primary caregiver who serves more than one qualifying patient in addition to themselves with the medical use of marihuana consistent with the Michigan Medical Marihuana Act and the Administrative Rules of the Michigan Department of Community Health now Department of Licensing and Regulatory Affairs.

b. Home occupations shall satisfy the following conditions:

1-3, 5, and 7-10 remain as written.

4. Except for Medical Marihuana home occupations which shall operate consistent with the Michigan Medical Marihuana Act and the Administrative Rules of the state, all activities shall be carried on indoors only in the principal building, an attached or detached garage, or other accessory building. No outdoor activities or storage shall be permitted.

6. There shall be no external evidence of a home occupation except one nonilluminated sign not exceeding two square feet in surface display area and attached flat against the building, in accordance with the sign regulations specified in section 86-685 of the Code of Ordinances. No signage will be allowed for a Medical Marihuana home occupation.

**Sections 86-403. C-1 Commercial district.**

(c) *Permitted conditional uses:*

Add 4. Medical marihuana caregiver grow and transfer facilities, provided:

a. State Law. A medical marihuana caregiver grow and transfer facility shall at all times comply with the Michigan Medical Marihuana Act, MCL 333.26421 et seq and the Administrative Rules of the Michigan Department of Community Health, now Department of Licensing and Regulatory Affairs, developed in connection with the MMMA.

Dispersal and Spacing. The parcel on which a medical marihuana caregiver grow and transfer facility is located shall be situated at least five hundred (500) feet from the parcel on which another medical marihuana caregiver grow and transfer facility is located, as measured between property lines.

The parcel on which a medical marihuana caregiver grow and transfer facility is located shall be situated at least a thousand (1000) feet from a parcel on which a school is located as measured between property lines. For purposes of this section

a school shall be any public or private institution of learning, elementary through secondary (K-12).

**Sections 86-404. C-2 Commercial district.**

(c) *Uses permitted by right.*

Add 16. Medical marihuana caregiver grow and transfer facilities, provided:

- a. State Law. A medical marihuana caregiver grow and transfer facility shall at all times comply with the Michigan Medical Marihuana Act, MCL 333.26421 et seq and the Administrative Rules of the Michigan Department of Community Health, now Department of Licensing and Regulatory Affairs, developed in connection with the MMMA.
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**Sections 86-435. I district: Industrial District.**

(b) *Uses permitted by right.*

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Section 2. Validity and Severability. The provisions of this Ordinance are severable and the invalidity of any phrase, clause, or part of this Ordinance shall not affect the validity or effectiveness of the remainder of the Ordinance.

Section 3. Repealer Clause. All ordinances or parts of ordinances in conflict herewith are hereby repealed only to the extent necessary to give this Ordinance full force and effect.

## CHARTER TOWNSHIP OF MERIDIAN

### MEMORANDUM

**TO:** Planning Commission

**FROM:**   
Gail Oranchak, AICP  
Principal Planner

**DATE:** February 6, 2014

**RE:** Zoning Amendment #14010 (Township Board), to regulate the location of the medical use of marihuana

At its November 7, 2013 meeting, the Township Board initiated a zoning amendment to regulate the transfer but not the use of medical marihuana and forwarded it to the Planning Commission for the required public hearing and recommendation. At the Board's September 3, 2013 meeting, a three-member subcommittee of the Board was appointed to prepare a draft. The subcommittee submitted its recommendation to the full body on October 15, 2013. The proposed amendment and minutes from Township Board meetings at which the topic was discussed area attached.

The following sections of the zoning ordinance are proposed for amendment:

- Section 86-2 Definitions
- Section 86-5 Purpose
- Section 86-368(b)(2) Rural Residential, adds new sections pertaining to medical marihuana as a home occupation
- Section 86-403(c)4.a. and b., adds new sections pertaining to caregiver, grow and transfer facilities as conditional uses permitted in the C-1 (Commercial) zoning district
- Section 86-404(c)16. a. and b., adds new sections pertaining to caregiver, grow and transfer facilities as uses permitted by right in the C-2 (Commercial) district carrying through to the C-3 (Commercial) district
- Section 86-435(b)4 a. and b., adds new sections pertaining to the caregiver, grow and transfer facilities in the I (Industrial) district

#### **Planning Commission Options**

The Planning Commission may recommend approval of the text as proposed by the Township Board, recommend approval of a revised version, or recommend denial of the proposed zoning amendment. A resolution will be provided for a future meeting.

#### **Attachment**

1. Draft ordinance dated October 15, 2013
2. Township Board meeting minutes from September 3, 2013, October 15, 2013 and November 7, 2013

**CHARTER TOWNSHIP OF MERIDIAN  
PROPOSED ZONING ORDINANCE AMENDMENTS  
MEDICAL USE OF MARIHUANA**

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**Section 86-368. RR district: One-family rural residential district.**

(b) *Uses permitted by right.*

(2) *Home occupations.*

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**Sections 86-403. C-1 Commercial district.**

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Add 4. Medical marihuana caregiver grow and transfer facilities, provided:

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Section 2. Validity and Severability. The provisions of this Ordinance are severable and the invalidity of any phrase, clause, or part of this Ordinance shall not affect the validity or effectiveness of the remainder of the Ordinance.

Section 3. Repealer Clause. All ordinances or parts of ordinances in conflict herewith are hereby repealed only to the extent necessary to give this Ordinance full force and effect.

Leonard Provencher, 5824 Buena Parkway, Haslett, spoke in support of the Township Manager's position on the use of Township resources relative to the medical marihuana issue, the Township Manager's Performance Standards, the resolution to place a 10:00 P.M. time limit for Township Board meetings. He believed the Public Art Committee members should reflect a geographic representation of the Township.

Dan White, owner/operator of Associates of Michigan's Green Market, 4708 Okemos Road, Okemos, added that he is not sending people out into the schools to recruit children. He stated state regulations and processes result in a 35-day wait for medical marihuana users to have access to their medicine.

Robin Amber [unknown address], spoke to the scientific aspect of medical marihuana, as some marihuana has no THC, which produces a "high."

Supervisor LeGoff closed Public Remarks.

→ A. Medical Marihuana

Board members and staff discussed the following:

- Township Board is not determining the legality of marihuana in any form with this ordinance
- Township Board is not banning medical marihuana with this ordinance
- Township Board is not attempting to prevent the use of medical marihuana by qualified patients with this ordinance
- Township Board is empowered to adopt reasonable health, safety and welfare ordinances for all residents
- Township Board needs to determine the proper locations for various types of medical marihuana establishments to protect children
- Letters have been received by the school superintendents in the Township conveying their and their school boards request to place the 1,000 foot limitation in the proposed language for consistency
- Suggestion to have the Supervisor appoint a three Board member committee which addresses the issues mentioned in the letters from the school superintendents and provide revised language
- Evolution in the courts since the Board first discussed this issue
- Board is not attempting to limit individual's access to medical marihuana
- Concern expressed as to what type of activities occur in residential neighborhoods and adjacent to schools
- One caregiver chose to locate his grow facility in an industrial area as he did not believe it safe for his children to grow medical marihuana in his home
- Concern expressed by residential neighbors where grow facilities are located
- Current home occupation ordinance which caregivers fall under would allow a household of five (5) to grow 360 plants in a residential neighborhood
- Other home occupations have limits placed on them
- Proposed ordinance does not allow the four (4) caregivers to have the maximum number of patients allowed by the state

Language regarding caregivers and home occupation status: (Questions for the Attorney (See Agenda Item #10))

Q. Could you explain what you are proposing in terms of the home occupation limit with the caregivers?

A. This was written with the intent that a caregiver who is serving themselves as a patient (which often happens) and also serves one other patient may do so as an accessory use home occupation in residential dwelling units. That's limited to the number of plants, because the number of plants in...well, Page 3 b. says there's no more than a maximum number of marihuana plants a person may cultivate pursuant to the MMA, up to a maximum of 72. It's

also limited by 25% of the floor area, or 500 square feet, whichever is less, which is, again, from the home occupation section you alluded to. This is set up so a patient has limited regulations on them, and they grow up to their normal 12 plants. A caregiver serving themselves or (1) one other patient is a home occupation in a residential area and then, if they choose to or if there are multiple caregivers (there's two (2) issues that can occur there) more than one caregiver in a dwelling would then need to move to the commercial site. Or, if they choose to not work out of their dwelling for situations that have occurred (and we've talked about before with caregivers who don't want to work directly from their house), then those transfers or growing can occur in the industrial commercial. So, again, if that wasn't clear by reading the entire ordinance, that's what I was going to talk about when we first came up here. It's patient out of their own home with minimum regulations, caregivers serving themselves and/or one patient out of their own homes, with the same minimum regulations.

Q. Let's say you have three (3) people living in the home; an elderly parent, a husband and a wife. Two (2) of them are patients and two (2) are caregivers. Can you have two (2) caregivers serving only one (1) patient each? Is that allowed?

A. Yes. A caregiver can serve up to five.

Q. Is that allowed in our home occupation ordinance?

A. A caregiver can serve a minimum to the maximum under the state law. Under the ordinance, a caregiver can serve one (1) patient. If they serve more than themselves and one (1) patient, they can't do it out of their home the way this is written.

Continued Board discussion:

- Board member preference to expand the language to allow two (2) caregivers to each serve a low number of patients
- Board member preference not to pass an ordinance which is overly restrictive, but contains reasonable limitations and regulations
- Impact of the Michigan Medical Marihuana Act (MMMA) within Meridian Township
- Board has received virtually no complaints from citizens, homeowners, homeowner associations, police, fire department or Meridian Township staff
- Mischaracterization to state that there have been a great number of complaints
- Two individuals who spoke against this issue tonight are both municipal attorneys who have clients around the state and derive income from providing consulting and ordinance drafting services primarily to restrict medical marihuana throughout the state
- No school board members have addressed the Board regarding this issue
- Most opposition to seek regulation is based in fear, not facts, statistics or science
- Headline in the June, 2013 issue of *Barron's* titled "Should the US make pot legal?"
- Board member belief that if marihuana is looked at differently, the anticipated "problems" evaporate
- Many of the same fearful arguments, in different forms, were used about slavery, prohibition, gay and lesbian rights
- State law and the Township's home occupation ordinance adequately address the medical marihuana issue
- Placing issues into subcommittees violates the principles of Policy Governance
- Board member belief the residents of Meridian Township spoke loudly on this issue when they overturned a zoning decision made by the sitting Board in the last August election
- In House Bill 4271, which would legalize medical marihuana provisioning centers and dispensaries, every part defers to municipal ordinances taking precedent to state law
- Need for these facilities to be allowed only in specific zoning areas to ensure they are outside the 1,000 foot drug-free zone
- Opposition to the language regarding compassion clubs
- Proposed ordinance is anti-medical marihuana
- Board member belief the property which was the subject of the referendum was not near the middle school, but across Okemos Road from Delta Dental
- The Herbal Center near the corner of Lake Lansing Road and Towar previously operated in the C-1 district which the proposed ordinance would prohibit
- Proponents of the ordinance are attempting prohibition on medical marihuana

- Experience within the Township shows there have not been problems associated with the use of medical marihuana
- Board member belief the number one drug problem is the use of tobacco
- Board member belief the number two drug problem is the abuse of prescription drugs
- Compassion club is a "talk" club protected by the First Amendment of the Constitution
- Preference to heed the Manager's recommendation not to pursue this issue

[Supervisor LeGoff recessed the meeting at 8:36 P.M.]

[Supervisor LeGoff reconvened the meeting at 8:44 P.M.]

**Trustee Scales moved to establish a subcommittee of three members to study this issue and bring back a recommendation by October 15, 2013. Seconded by Treasurer Brixie.**

Continued Board discussion:

- Board is deeply divided on this issue and it should be addressed
- No proposed regulations will be based in fact or science
- Preference not to waste Board time on this issue
- Basic tenant of Policy Governance was to eliminate task forces and subcommittees
- Preference to wait for legislative action on this issue when the Board can wait for the outcome in order to have facts and data to work with
- Preference for staff to bring back a minimal ordinance which includes the 1,000 foot distance from schools, libraries, etc.
- Clarification as to Mr. Burzych's field of law
- Ad hoc committees are permissible under Policy Governance and would work toward finding a middle ground

ROLL CALL VOTE: YEAS: Trustees Scales, Wilson, Supervisor LeGoff, Treasurer Brixie  
NAYS: Trustees Styka, Veenstra, Clerk Dreyfus  
Motion carried 4-3.

**Without objection, Supervisor LeGoff appointed Trustee Wilson, Trustee Styka and Clerk Dreyfus.**

#### B. Township Manager Performance Standards

Trustee Scales summarized the performance measurement tool used as outlined in staff memorandum dated August 30, 2013.

Board members discussed the following:

- Appreciation to the committee members for their work on performance goals
- Concern the goals may be too specific and new goals would need to be rewritten every year
- Suggestion for more generality next year
- Need for specificity in the Performance Management Plan
- Some of the items belong in the performance standards for this year only as the Township Manager is new in his role
- Performance goals must be "doable", measurable and a deadline for accomplishment or they are meaningless
- Evaluation deadline is May 15, 2014
- Board to work toward "marrying" the Manager's Performance Goals with Policy Governance relative to goal setting
- Concern that some of the goals are not measurable
- Concern with including a specific amount of money to be maintained in the General Fund Stabilization Fund Balance as a measurement
- Board action to reduce the general fund below the stated amount would be easily explained during the Manager's performance review
- Board policy requires the Township to maintain a minimum of two (2) months of reserve, i.e., approximately \$3 million as a fund balance
- Rationale for the use of the \$5.25 million as a base line for the General Fund Fund Balance

- Number of anticipated training events where all 59 parking spaces will be used
- Concern with the additional parking spaces requested
- Preference to retain the amount of parking required in the ordinance and add additional parking if necessary
- Concept of a community room would be for residents to have a space for meetings, gatherings, etc.
- Bids need to be let for 30 days after a final decision is made, so it appears groundbreaking will not take place until Spring, 2014

Implications of specific millage language: (Questions for the Attorney (See Agenda Item #10))

- Q. Given the ballot language specified the location of this new fire station, are we in a box that if we don't go ahead and approve it at this location, we have to go back to the voters for approval?
- A. Just so we are clear, that issue is absolutely separate from the SUP. The SUP needs the Planning Commission and then the Board to make a determination on the zoning issue separate from the millage, no matter how the millage comes out, or doesn't, or however you can use it or can't use it. I think that is a question that I don't have a definitive answer for; however, there could be a question as to where the money is used, since specific location language was in the millage. There is a chance that you would need to not use the money that's been approved in that millage if it was a different location. But that, I think, needs more research and I'm not so sure there's even a very specific case on that issue.

Continued Board and staff discussion:

- If the Board believes this issue should be referred back to the Planning Commission, the current line of questioning serves no purpose at this time

**Trustee Brixie moved to refer the matter back to the Planning Commission for further hearings or other action prior to final determination of the appeal by the Township Board. Seconded by Trustee Scales.**

Continued Board and staff discussion:

- If the Township erred, the situation needs to be made right
- Board member belief the process is flawed since the SUP should have been requested and acted upon prior to placing the millage language on the ballot

**Trustee Scales called the question. Seconded by Trustee Wilson.**

ROLL CALL VOTE: YEAS: Trustees Scales, Styka, Wilson, Supervisor LeGoff, Treasurer Brixie  
NAYS: Trustee Veenstra, Clerk Dreyfus  
Motion carried 5-2.

ROLL CALL VOTE ON THE MAIN MOTION: YEAS: Trustees Scales, Styka, Wilson, Supervisor LeGoff, Treasurer Brixie, Clerk Dreyfus  
NAYS: Trustee Veenstra  
Motion carried 6-1.

 B. Medical Marihuana Ordinance

Director Kieselbach summarized the proposed ordinance language as outlined in staff memorandum dated October 10, 2013.

Clerk Dreyfus summarized the issues considered by the committee charged with working out changes to the draft ordinance as outlined in the October 10<sup>th</sup> staff memorandum.

Board members and staff discussed the following:

- Draft language is a compromise proposal
- Board member belief the 1,000 feet from a public or private K-12 school should be amended to be consistent with the state law requirement for distance of a bar from a school (500 feet)

- Board member belief 1,000 feet is too far and the distance is measured from the property line, not the building
- Caregiver in a home must treat the service as a home occupation with no signage
- School buildings are frequently located more than 500 feet from the edge of the property
- Herbal Center previously located at the northwest corner of Lake Lansing and Birch Row was zoned C-1
- No complaints were filed against the Herbal Center
- Conditional use in C-1 zoned district means it must meet certain standards ( e.g., 1,000 feet from a school, 500 feet from another facility)
- Necessity of limiting the number of plants allowed under home occupation guidelines
- Board member preference to reinstate the 72 plant maximum in a residential district from the original draft ordinance
- Committee was made of members who had opposing viewpoints, but developed a synergistic ordinance
- Adding amendments to the proposed ordinance defeats the purpose of the committee process
- Michigan Medical Marihuana Act defines the amount of square footage in a home which can be dedicated for growing and will effectively limit the number of allowed plants
- Permitted conditional uses v. uses permitted by right in the C-1 commercial district
- C-1 commercial district has limited hours of operation (6:00 AM until midnight)

**It was the consensus of the Board to place this item on for action at the November 7, 2013 Board meeting.**

13. PUBLIC REMARKS

Supervisor LeGoff opened Public Remarks.

Marie Persons, 2028 Central Park Drive, Okemos, expressed appreciation that the Board is taking time to carefully deliberate the appeal of SUP #13121, but believed the Township must find a different location for the new central fire station.

Vance Kincaid, 4530 Nakoma Drive, Okemos, believed the process surrounding the new central fire station has shown that the public cannot trust Township government.

David Strobl, 1320 Cove Court, Okemos, expressed concern that the "genie is already out of the bottle." He believed it will be difficult to make the process pure with the financial investment that has already been made. He requested the Township Attorney deliver a decision on whether the millage language can stand by itself.

Lawrence Nolan, Nolan, Thomsen & Villas, P.C., 239 South Main Street, Eaton Rapids, thanked Board members for their attention to all the issues surrounding SUP #13121.

Supervisor LeGoff closed Public Remarks.

14. FINAL BOARD MEMBER COMMENT

Trustee Veenstra believed it necessary to obtain a Township Attorney's opinion if the Board has authority to change the location of the proposed fire station without going back to the voters.

Clerk Dreyfus requested Planning Commission members vote on SUP #13121 independent of the millage.

15. CLOSED SESSION

**Treasurer Brixie moved that the Township Board go into closed session to discuss collective bargaining strategies pursuant to MCL 15.268 (c). Seconded by Trustee Styka.**

ROLL CALL VOTE: YEAS: Trustees Scales, Styka, Veenstra, Wilson, Supervisor LeGoff,  
Treasurer Brixie, Clerk Dreyfus

NAYS: None

Motion carried unanimously.

Notarization requirement: (Questions for the Attorney (See Agenda Item #10))

Q. Do you happen to know why this piece of language is in here? Is it different from our other ordinances? Do you have any knowledge of that?

A. I would agree that it is different from other ordinances. I think the idea was just to make sure that it was seen if somebody brought it in to make sure it was their complaint and that they were sure of what they were stating in that statement before they submitted it to the Township. I think that was the only basis for having it notarized.

Q. So it sounds like it would be something that would be helpful for the investigation portion that's later detailed in the ordinance?

A. But not required at all.

ROLL CALL VOTE: YEAS: Trustees Scales, Styka, Veenstra, Wilson, Clerk Dreyfus  
 NAYS: Treasurer Brixie  
 Motion carried 5-1.

Continued Board discussion:

- While it would be better for the state to amend the Elliott Larsen Civil Rights Act, this is what the Township can do to ensure individual rights are being protected to the extent of its authority
- In its current form, the ordinance is a better product than originally introduced
- Board speaks through its motions and decisions
- Concern with Meridian Township entering into the business of employment law

ROLL CALL VOTE YEAS: Trustees Styka, Veenstra, Wilson, Treasurer Brixie, Clerk  
 ON THE MAIN Dreyfus  
 MOTION: NAYS: Trustee Scales  
 Motion carried 5-1.

H. Medical Marihuana Ordinance - Initiate Zoning Amendment

**Trustee Styka moved to initiate a zoning amendment to include definitions and standards for the medical use of marihuana, and refer the amendment, draft ordinance dated October 15, 2013, to the Planning Commission. Seconded by Trustee Wilson.**

Board members discussed the following:

- Zoning amendment must go before the Planning Commission for a public hearing and recommendation
- Concern with the "anti-medical marihuana" regulations proposed in this ordinance
- Board member belief the number one drug abused in America is tobacco, followed by prescription drugs
- Committee presented compromise language for Board approval
- Inquiry if the language agreed upon by the committee will come back to the Board in the same form

ROLL CALL VOTE: YEAS: Trustees Styka, Wilson, Treasurer Brixie, Clerk Dreyfus  
 NAYS: Trustee Scales, Veenstra  
 Motion carried 4-2.

I. ITC Tree Planting Grant

Director Kieselbach summarized the proposed grant as outlined in staff memorandum dated November 1, 2013.

**Clerk Dreyfus moved that the Township Board accept the \$5,000 grant from ITC Holdings Corporation and to authorize the Township Manager to sign the agreement. Seconded by Trustee Scales.**

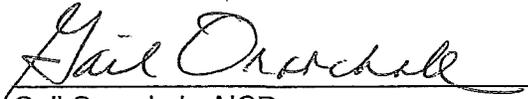
ROLL CALL VOTE: YEAS: Trustees Scales, Styka, Veenstra, Wilson, Treasurer Brixie, Clerk Dreyfus

CHARTER TOWNSHIP OF MERIDIAN

MEMORANDUM

TO: Planning Commission

FROM:

  
Gail Oranchak, AICP  
Principal Planner

DATE: September 10, 2015

RE: Zoning Amendment #14010 (Township Board), to regulate the location of the medical use of marihuana

The Planning Commission held a public hearing on the Township Board initiated zoning amendment regulating the transfer of medical marihuana in the Township at its February 10, 2014 meeting. Due to regulatory uncertainty at the time, a number of bills were pending at the state level, the Planning Commission deferred further discussion and decision.

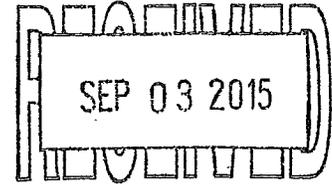
The Township Board discussed the amendment at its July 15, 2015 meeting and in a letter dated July 23, 2015, Supervisor LeGoff urged the Planning Commission to "complete its review of the amendment and make a recommendation."

At the Planning Commission's request, the Township attorney has reviewed the original draft and his comments are attached.

Based on the Planning Commission's direction, a resolution will be provided for a decision during a future meeting.

**Attachment**

1. Draft ordinance with attorney comments dated received September 3, 2015
2. Letter from Supervisor LeGoff dated July 23, 2015
3. Township Board meeting minutes from July 15, 2015



10/15/13 Draft

CHARTER TOWNSHIP OF MERIDIAN  
PROPOSED ZONING ORDINANCE AMENDMENTS  
MEDICAL USE OF MARIHUANA

Section 1. Amendments.

Section 86-2. Definitions.

**Farm:** Add: The term farm does not include the transfer, delivery, production, manufacture or cultivation of marihuana.

**Marihuana** means the term defined in Section 7106 of the Public Health Code, 1978 PA 368 being MCL 333.7106.

**Medical Marihuana Caregiver Grow and Transfer Facility** means a location where primary caregivers and/or qualifying patients cultivate or manufacture marihuana and/or where primary caregivers transfer marihuana to qualifying patients with whom they are connected to through the state registration system pursuant as permitted by the MMMA. The term "medical marihuana caregiver grow and transfer facility" does not include medical marihuana home occupations.

**Commented [A1]:** This section does not address the issue of how many caregivers may jointly occupy a grow and transfer facility. As currently defined, there is no limit on the number of caregivers or the size of such an operation. An additional notation may want to be included that transfers

**Michigan Medical Marihuana Act:** Initiated Law 1 of 2008, being MCL 333.26421 et seq. ("MMMA").

**Medical Use of Marihuana:** The acquisition, possession, cultivation, manufacture, use, internal possession, delivery, transfer, or transportation of marihuana or paraphernalia related to the administration of marihuana to treat or alleviate a registered qualifying patient's debilitating medical condition or symptoms associated with the debilitating medical condition as defined in by the MMMA said condition.

**Medical Marihuana Home Occupation** means one primary caregiver who assists more than one qualifying patient in addition to themselves with the medical use of marihuana at the primary caregiver's dwelling. Also see "home occupation," and Section 86-368(b)(2).

**Commented [A2]:** This is added to address the situation where a couple are both patients and caregivers and they have, say, 3 adult children "residing" in the home who are also patients and caregivers. Absent a defined number, these 5 could grow 360 plants (72 x 5)

**Primary Caregiver** means a person who is at least twenty-one (21) years old and who has agreed to assist with a patient's medical use of marihuana and who has not been convicted of a felony within the past 10 years and has never been convicted of a felony involving illegal drugs or a felony that is an assaultive crime as defined in Section 9a of chapter X of the Code of Criminal Procedure, 1927 PA 175, MCL 770.9a, and is registered with the state pursuant to the MMMA.

**Commented [A3]:** The definition of "Home Occupation" provides that it is an incidental use that "does not involve any alteration of the structure or its character." This poses the question of what kind of grow operation involves an "alteration" or alters "its character." Does the operation of an outside generator constitute an alteration or an "outdoor activity" under the home occupation section of the ZO? I raise this because "Successful grow house operators recommend using 1,000-watt horticulture bulbs, each of which can sustain 15 to 20 plants [source: Cannabis Culture]" Thus, 72 plants will require 4,000 watts continuously.

**Qualifying Patient** means a person who has been diagnosed by a physician as having a debilitating medical condition, and is registered with the state pursuant to the MMMA.

Section 86-5

The purpose of the Medical Marihuana regulations are to regulate the location, but not exclude the use and handling, of the medical use of marihuana consistent with the Michigan Medical Marihuana Act (MMMA) MCL 333.26421 et seq, by designating the specific locations for the medical use of marihuana. Under no circumstances is the use or handling of marihuana that is inconsistent with the Michigan Medical Marihuana Act permissible in the Charter Township of Meridian. In creating these regulations, the Charter Township of Meridian acknowledges that the majority of voters in Michigan have approved a law that finds and declares found and declared that medical research has discovered beneficial uses for marihuana in treating or alleviating the pain, nausea, and other symptoms associated with a variety of debilitating medical conditions; that changing state law regarding legalizing the medical use of marihuana will have the practical effect of protecting from arrest the vast majority of seriously ill people who have a medical need for that use; and that, although federal law currently prohibits any use of marihuana except under very limited circumstances, states are not required to enforce federal law or prosecute people for engaging in activities prohibited by federal law.

**Section 86-368. RR district: One-family rural residential district.**

(b) *Uses permitted by right.*

(2) *Home occupations.*

Add a. 5. Medical Marihuana home occupation, which consists of one primary caregiver who serves more than one, but not more than five (5), qualifying patient(s) in addition to themselves with the medical use of marihuana consistent with the Michigan Medical Marihuana Act and the Administrative Rules of the Michigan Department of Community Health now Department of Licensing and Regulatory Affairs.

b. Home occupations shall satisfy the following conditions:

Subsections 1 through-3, 5, and 7 through -10 remain as written.

4. Except for Medical Marihuana home occupations, which shall operate consistent with the Michigan Medical Marihuana Act and the Administrative Rules of the Michigan Department of Licensing and Regulatory Affairsstate, all activities shall be carried on indoors only in the principal building, an attached or detached garage, or other accessory building. No outdoor activities or storage shall be permitted.

6. There shall be no external evidence of a home occupation except one nonilluminated sign not exceeding two square feet in surface display area and attached flat against the building, in accordance with the sign regulations specified in section 86-685 of the Code of Ordinances. ~~No signage will be allowed for a Medical Marihuana home occupation.~~

Commented [A4]: What about the exhaust of grow operations?

Commented [A5]: This is a regulation restricting the content and subject matter of a sign, which would be subject to strict scrutiny. This requires the Township to prove that the restriction furthers a compelling interest and is narrowly tailored to achieve that interest.

**Sections 86-403. C-1 Commercial district.**

(c) *Permitted conditional uses:*

Add subsection 4. Medical marihuana caregiver grow and transfer facilities, provided:

a. State Law. A medical marihuana caregiver grow and transfer facility shall at all times comply with the Michigan Medical Marihuana Act, MCL 333.26421 et seq and the Administrative Rules of the Michigan Department of Community Health, now Department of Licensing and Regulatory Affairs, developed in connection with the MMMA.

Dispersal and Spacing. The parcel on which a medical marihuana caregiver grow and transfer facility is located shall be situated at least five hundred (500) feet from the parcel on which another medical marihuana caregiver grow and transfer

facility is located, as measured between property lines.  
The parcel on which a medical marihuana caregiver grow and transfer facility is located shall be situated at least one thousand (1000) feet from a parcel on which a school is located as measured between property lines. For purposes of this section a school shall be any public or private institution of learning, elementary through secondary (K-12).

Commented [A6]: This does not address how many growers can occupy one facility.

**Sections 86-404. C-2 Commercial district.**

(c) *Uses permitted by right.*

Add subsection 16. Medical marihuana caregiver grow and transfer facilities, provided:

- a. State Law. A medical marihuana caregiver grow and transfer facility shall at all times comply with the Michigan Medical Marihuana Act, MCL 333.26421 et seq and the Administrative Rules of the Michigan Department of Community Health, now Department of Licensing and Regulatory Affairs, developed in connection with the MMMA.
- b. Dispersal and Spacing. The parcel on which a medical marihuana caregiver grow and transfer facility is located shall be situated at least five hundred (500) feet from the parcel on which another medical marihuana caregiver grow and transfer facility is located, as measured between property lines.

The parcel on which a medical marihuana caregiver grow and transfer facility is located shall be situated at least one thousand (1000) feet from a parcel on which a school is located as measured between property lines. For purposes of this section a school shall be any public or private institution of learning, elementary through secondary (K-12).

**Sections 86-435. I district: Industrial District.**

(b) *Uses permitted by right.*

Add 4. Medical marihuana caregiver grow and transfer facilities, provided:

- a. State Law. A medical marihuana caregiver grow and transfer facility shall at all times comply with the Michigan Medical Marihuana Act, MCL 333.26421 et seq and the Administrative Rules of the Michigan Department of Community Health, now Department of Licensing and Regulatory Affairs, developed in connection with the MMMA.
- b. Dispersal and Spacing. The parcel on which a medical marihuana caregiver grow and transfer facility is located shall be situated at least five hundred (500) feet from the parcel on which another medical marihuana caregiver grow and transfer facility is located, as measured between property lines.

The parcel on which a medical marihuana caregiver grow and transfer facility is located shall be situated at least one-thousand (1000) feet from a parcel on which a school is located as measured between property lines. For purposes of this section a school shall be any public or private institution of learning, elementary through secondary (K-12).

Section 2. Validity and Severability. The provisions of this Ordinance are severable and the invalidity of any phrase, clause, or part of this Ordinance shall not affect the validity or effectiveness of the remainder of the Ordinance.

10/15/13 Draft

Section 3. Repealer Clause. All ordinances or parts of ordinances in conflict herewith are hereby repealed only to the extent necessary to give this Ordinance full force and effect.

Section 4. Savings Clause. This Ordinance does not affect rights and duties matured, penalties that were incurred, and proceedings that were begun, before its effective date.

Section 5. Effective Date. This Ordinance shall be effective upon the expiration of seven days after publication.

# CHARTER TOWNSHIP OF MERIDIAN

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



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

July 23, 2015

John Scott-Craig, Chair  
Planning Commission

**RE:    Zoning Amendment #14010 Medical Marihuana**

Dear John,

Approximately 21 months ago the Township Board referred Zoning Amendment #14010 to establish definitions and standards for the medical use of marihuana to the Planning Commission. The Board understands the Planning Commission held a public hearing on the Amendment in February 2014 but took no action. On behalf of the Township Board I am requesting the Planning Commission to complete its review of the amendment and make a recommendation.

The Board would like to thank the Planning Commission for its effort regarding this matter and to have your recommendation as soon as possible.

Sincerely,

Elizabeth Ann LeGoff  
Township Supervisor

cc:    Township Board  
      Frank L. Walsh

AUG 04 2015

CL-1

(page 2 of 2)

AUG 04 2015



- Township engineering staff will perform some in-house preliminary work
- MDOT currently paying 3% based upon a complicated formula
- Several of the pipes have failed, creating sink holes
- Water quality is a significant issue
- Daniels Drain travels to the north, makes it way to the Mud Lake Drain and ultimately to the Red Cedar River
- MDOT wants to be a partner in this project
- State installed an additional inlet into the drain when it increased the number of lanes on Grand River Avenue

**It was the consensus of the Board to place this item on for continued discussion at the August 4, 2015 Board meeting.**

- C. Zoning Amendment #14010 Medical Marihuana  
Director Kieselbach summarized the proposed zoning amendment as outlined in staff memorandum dated July 15, 2015.

Board discussion:

- Subcommittee of the Board created a compromise proposal which was sent to the Planning Commission pursuant to Township procedure in November, 2013
- Issue at the state level has not moved forward so the Planning Commission should move on this topic
- Board member belief this home occupation needs to be regulated as it would give residents who live near growing facilities peace of mind
- Township process does not require a second public hearing at the Planning Commission level
- Supervisor to send a written request to the Planning Commission to make a recommendation to the Township Board
- Township Board may choose to hold a public hearing after the Planning Commission makes its recommendation

**It was the consensus of the Board for Supervisor LeGoff to prepare a letter requesting the Planning Commission take up this issue.**

13. PUBLIC REMARKS

Supervisor LeGoff opened Public Remarks.

Karl Ebner, 4392 Cherrywood, Okemos, addressed the issue of deer chronic wasting disease. Having a medical pharmacology/toxicology background, he spoke to toxic and nutritional diagnostic tests he has developed to ascertain how chemicals interfere with mammals assimilating food to thrive.

Supervisor LeGoff closed Public Remarks.

14. FINAL BOARD MEMBER COMMENT

Trustee Veenstra believed the Board should hear from property owners if they desire improvements on the Daniels Drain.

15. ADJOURNMENT

Supervisor LeGoff adjourned the meeting at 9:50 P.M.

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ELIZABETH LEGOFF  
TOWNSHIP SUPERVISOR

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BRETT DREYFUS, CMMC  
TOWNSHIP CLERK

Sandra K. Otto, Secretary

CHARTER TOWNSHIP OF MERIDIAN

MEMORANDUM

TO: Planning Commission

FROM:   
Gail Oranchak, AICP  
Principal Planner

DATE: September 24, 2015

RE: Zoning Amendment #14010 (Township Board), to regulate the location of the medical use of marihuana

After reviewing comments made by the Township attorney, the Planning Commission discussed the amendment during its September 14, 2015 meeting. Based on comments made at the meeting staff has compiled a resolution to deny and it is attached.

**Attachment**

1. Resolution to deny

**RESOLUTION TO DENY**

**Zoning Amendment #14010**

**Township Board**

**Section 86-2, Section 86-5, Section 86-368(b)(2) a.5, Sections 86-368(b)(2)b4 and b6, Section 86-408(c)4, Section 86-404 (c)16, and Section 86-435 (b)4**

**RESOLUTION**

At the regular meeting of the Planning Commission of the Charter Township of Meridian, Ingham County, Michigan, held at the Meridian Municipal Building, in said Township on the 28th day of September, 2015, at 7:00 p.m., Local Time.

PRESENT: Chair Scott-Craig, Vice-Chair Jackson, Secretary Cordill, Commissioners

DeGroff, Deits, Honicky, Ianni, Tenaglia, Van Coevering

ABSENT: None

The following resolution was offered by Commissioner Honicky and supported by Commissioner Deits.

WHEREAS, the Township Board, on November 7, 2013, initiated a zoning amendment to establish definitions and standards for the medical use of marihuana by amending Section 86-2 Definitions, amending Section 86-5, adding Section 86-368(b)(2) a.5., amending Sections 86-368(b)(2)b4 and b6, adding Section 86-408(c)4, adding Section 86-404 (c)16, and adding Section 86-435 (b)4; and

WHEREAS, the Planning Commission held a public hearing on the proposed zoning amendment on February 10, 2014 and

WHEREAS, regulatory uncertainty remains surrounding actions the state legislature may take to clarify local regulation of the Michigan Medical Marihuana Act which may make this proposal premature; and

WHEREAS, adopting a zoning amendment without further clarification from the legislature may subject the Township to expensive litigation; and

WHEREAS, the amendment does not limit the number of adult caregivers that may reside in a residence; and

WHEREAS, prohibiting signage for medical marihuana caregivers operating as a home occupation in residential districts may cause concern regarding constitutional free speech rights; and

WHEREAS, regulations limiting the proximity of grow and transfer operations to K-12 schools makes an arbitrary distinction between K-12 schools and other child-centered activities such as child day care centers, pre-schools; and recreational parks.

NOW THEREFORE BE IT RESOLVED THE PLANNING COMMISSION OF THE CHARTER TOWNSHIP OF MERIDIAN hereby recommends denial of Zoning Amendment #14010, to amend Section 86-2 Definitions, amend Section 86-5, add Section 86-368(b)(2) a.5., amend Sections 86-368(b)(2)b4 and b6, add Section 86-408(c)4, add Section 86-404 (c)16, and add Section 86-435 (b)4.

ADOPTED: YEAS: Commissioners Cordill, DeGroff, Deits, Honicky, Ianni, Tenaglia, Van  
Coevering, Chair Scott-Craig

NAYS: Jackson

I, the undersigned, the duly qualified and acting Chair of the Planning Commission of the Charter Township of Meridian, Ingham County, Michigan, DO HEREBY CERTIFY that the foregoing is a true and a complete copy of a resolution adopted at a regular meeting of the Planning Commission on the 28th day of September, 2015.

  
\_\_\_\_\_  
John Scott-Craig  
Planning Commission Chair

Commissioner Honicky expressed concern with any recoil which would occur with a bridge this length.

Director Severy responded that for such a small increase, no recoil would be detected. He added that the bridge will be designed to allow snow plows to drive across.

Commissioner Cordill expressed appreciation for staff's comment regarding seeking a alternate bid for a more aesthetically pleasing bridge, as she believed that area to be the entryway into downtown Okemos and sets the tone for that portion of the community. She asked staff to respond to earlier public comment regarding tree removal.

Director Severy answered that staff will look into why one of the 24" diameter trees is slated for removal.

Commissioner DeLind voiced his support for the project as it is a way to improve walkability in the downtown area.

Commissioner Deits recommended, if time permits, staff involve the DDA to solicit suggestions for aesthetic improvements. He encouraged a collaboration on the design and promotion of the bridge after its installation.

Chair Jackson closed the public hearing at 8:38 P.M.

Commissioner Deits received permission from the Chair to speak off-topic on the plans for integrating the two ends of the pedestrian bicycle pathway with the existing landscape surrounding the replacement of the Van Atta bridge.

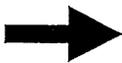
Director Severy responded the bridge project does not include any plans for that, and stated the Township will need to make plans for that connection, noting the north end of the bridge has a steep embankment and will probably require a retaining wall.

Commissioner Deits stated he spoke with Parks and Recreation Director Maisner who indicated the south end has already been taken care of.

Director Severy responded that he believed Ms. Masiner has been working directly with the Ingham County Road Department to place a pathway across the south end.

Commissioner Deits stated that Ms. Maisner referred him to Director Severy for response.

Commissioner Hildebrandt offered her support for making the bridge more aesthetically pleasing, the idea of a grand opening and safer bicycling.

- 
- C. Zoning Amendment #14010 (Meridian Township), request to amend the zoning ordinance to establish definitions and standards for the medical use of marihuana

Chair Jackson opened the public hearing at 8:38 P.M.

- Summary of subject matter  
Principal Planner Oranchak summarized the proposed zoning amendment as outlined in staff memorandum dated February 6, 2014.
- Public

Neil Bowlby, 6020 Beechwood Drive, Haslett, expressed concern with the proposed medical marihuana home occupation definition which states "...means a primary caregiver who assists more than one qualifying patient in addition to themselves..." would preclude a primary caregiver who serves only one patient. He requested the language be amended to allow a primary caregiver or the primary caregiver and one patient.

- Planning Commission discussion:

Commissioner Ianni stated a Michigan Supreme Court decision was released last week that it is illegal to "zone out" medical marihuana from the community. He indicated the Township Board was very thoughtful in its approach to provide the 500 foot setback from other medical marihuana facilities, which essentially prevents a medical marihuana district. He also commended the Board in its 1,000 foot setback from schools.

Commissioner Cordill expressed concern with language in Section 86-368 (b) (2) regarding a primary caregiver having the ability to serve himself/herself.

Principal Planner Oranchak responded that the aforementioned language is taken directly out of the state act.

Commissioner Cordill inquired as to why churches weren't included in the 500 foot setback.

Principal Planner Oranchak stated while she did not have a response for that rationale, she acknowledged that adults would transport children to a place of worship and children may travel on their own to and from school without an adult present.

Commissioner Cordill asked if language can be included which indicates a percentage (e.g., 25% of the square footage of the house) or 500 feet, whichever is less can be devoted to cultivation.

Principal Planner Oranchak responded that a 25% limit is in the Township's home occupation ordinance.

Chair Jackson reminded Commissioners that although that language is specifically stated in Section 86-368 (RR district), it applies to all residential zoning districts.

Commissioner Honicky expressed concern with the commercialization of medical marihuana in our community as written in the ordinance. He believed very little has "been taken" from other states' experiences and noted there is no language which protects children from access, deals with hybrid medical marihuana and deals with impaired individuals in and around the community.

Commissioner Deits stated there is a political change in the state legislature and regulation of medical marihuana is "imminent." He suggested movement of this issue at the state level should be closely monitored before the Township approves this ordinance. Commissioner Deits pointed out that signage is restricted in the home occupation version, but not C-1, C-2 and industrial district. He expressed concern that 30 caregivers in individual units within a single facility in an industrial district could utilize this process. Commissioner Deits inquired as to why colleges were excluded from the 1,000 foot setback. He asked how this ordinance would fit in with MUPUDs.

Principal Planner Oranchak responded it is currently a use permitted by right.

Commissioner Salehi inquired if there were any distance restrictions from neighboring grow facilities in the RR district.

Principal Planner Oranchak stated there are no grow facilities as allowed in the commercial and industrial districts. She noted the caregiver is allowed to grow in their own home.

Commissioner Salehi asked if there was a distance restriction between homes.

Principal Planner Oranchak responded there is not.

Commissioner Salehi asked if the Township allows for the home manufacture of any other medical drugs.

Principal Planner Oranchak responded she was not aware of any.

Commissioner Salehi believed this medical drug is appropriate only in commercial and industrial districts.

Commissioner Salehi inquired if it is the Planning Commission's responsibility to decide upon a set of zoning ordinances to propose to the Board relative to medical marihuana.

Commissioner Ianni noted the home based caregiver is part of state law. He believed the way the ordinance is written, activity within a home would not be visible to the public as there is no sign in front of a home. Commissioner Ianni stated it is his understanding that under state law, medical marihuana in the home is to be "locked up."

Commissioner Deits inquired if a rented apartment where 72 medical marihuana plants were grown but had no occupant would qualify as a home occupation.

Principal Planner Oranchak responded it would not.

Commissioner Deits asked how the Township would enforce such a scenario.

Principal Planner Oranchak responded it would be a code enforcement issue as a home occupation requires a resident.

Chair Jackson asked if the 500 foot separation between growers applied in multiple family.

Principal Planner Oranchak answered the 500 feet only applies only in non-residential districts.

In response to an inquiry by Commissioner Salehi, Commissioner Ianni explained that state law provides several places where medical marihuana can legally be grown, and the proposed zoning amendment is a decision on where the growing of medical marihuana can be located in the Township.

Commissioner Salehi would like information provided to the Planning Commission which outlines what the state law requires of communities relative to grow facilities in residential areas.

Principal Planner Oranchak responded she will look into the request, while acknowledging that it may not be spelled out as clearly as requested.

Commissioner Scott-Craig added the word dispensary is not contained in the Michigan Medical Marihuana Act (MMMA). He inquired as to what the Planning Commission is deciding with this land use issue. Commissioner Scott-Craig believed going forward at this point in time makes no sense as this issue is one of "shifting sand" due to activity at the state level. He questioned if the site which was set up by residents currently spending time in federal prison would be a caregiver grow and transfer site as defined in this zoning amendment. Commissioner Scott-Craig also questioned if such action by the Township sets up individuals to go to prison. He believed the Planning Commission does not have to be proactive at this time by moving forward with this issue, and questioned the Township's liability in this entire process.

Chair Jackson stated the Board subcommittee spent considerable time on this issue and brought forth the proposed draft for Planning Commission consideration.

Commissioner Deits stated the Board sent this draft to the Planning Commission for its recommendation. He stated the regulatory environment is so uncertain that it is not conducive to passage of this zoning amendment.

Commissioner Ianni clarified that medical marihuana grow facilities are a legally permissible land use under current law which need to be placed in the correct spot within the Township.

Commissioner Honicky noted other communities have elected not to allow any medical marihuana grow facilities or dispensaries within designated land uses. He believed the possibility which has not been raised is that they shouldn't be in our community at all and allow state law to govern.

Commissioner Ianni believed if the Township deferred to state law, the courts would write the ordinance and the Township would then have no control. He believed the Township is in a better position to write its own ordinance.

Principal Planner Oranchak clarified that under the MMMA, a community cannot disallow medical marihuana. She added that dispensaries were sharing medical marihuana from different caregivers, unlike individuals dispensing their own product to their own patients written in this zoning amendment. Principal Planner Oranchak also clarified that the arrest by the federal government in the Township was done because the operation was a commercialization of multiple plants grown to sell.

Commissioner Scott-Craig indicated there were maps contained in the Board packet when it dealt with this issue which showed the areas where these type of facilities would be allowed. He requested that information be provided to the Planning Commission.

Chair Jackson closed the public hearing at 9:21 P.M.

[Chair Jackson recessed the meeting at 9:21 P.M.]

[Chair Jackson reconvened the meeting at 9:26 P.M.]

## 7. Unfinished Business

- A. Mixed Use Planned Unit Development #14-05054 (DTN), request to revise the space allocation for commercial and office uses in the Hamptons of Meridian

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

NAYS: None

Motion carried unanimously.

- E. Special Use Permit #15121 (Meridian Investment Group), request for a group of buildings greater than 25,000 square feet in gross floor area at 4970 to 5030 Northwind Drive

**Commissioner Cordill moved [and read into the record] NOW THEREFORE BE IT RESOLVED THE PLANNING COMMISSION OF THE CHARTER TOWNSHIP OF MERIDIAN hereby recommends approval of Special Use Permit #15121 (Meridian Investment Group) for a group of four buildings totaling more than 25,000 square feet in gross floor area subject to the following conditions:**

- 1. Approval of the special use permit is recommended in accordance with Cover Sheet, prepared by KEBS, Inc., dated August 31, 2015 and Building Elevations prepared by Progressive AE, dated July 31, 2015, subject to revisions as required.**
- 2. Special Use Permit #15121 is subject to all conditions placed on Mixed Use Planned Unit Development #15034 (Meridian Investment Group, LLC) by the Township.**
- 3. The gross square feet of all buildings on the site shall not exceed 125,000 square feet unless the applicant applies for and receives an amendment to Special Use Permit #15121 (Meridian Investment Group, LLC).**

**Seconded by Commissioner Jackson.**

Planning Commission discussion:

- SUP allows for buildings which total more than 25,000 square feet
- Buildings total 41 feet less than the 125,000 square feet requested to allow for marginal "breathing room"

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

NAYS: None

Motion carried unanimously.

[Chair Scott-Craig recessed the meeting at 8:37 P.M.]

[Chair Scott-Craig reconvened the meeting at 8:44 P.M.]

- 
- F. Zoning Amendment #14010 (Township Board), request to amend the zoning ordinance to establish definitions and standards for the medical use of marihuana  
Chair Scott-Craig offered a brief history of this zoning amendment to date.

Planning Commission discussion:

- Planning Commission must either make a recommendation to the Board to approve or deny with rationale for denial
- Definitions of medical marihuana home occupation, primary caregiver, inclusion of a medical marihuana caregiver as a home occupation
- Definition of a medical marihuana caregiver grower and transfer facility as a permitted conditional use in commercial designations
- Last time this issue was before the Planning Commission was February, 2014 when there was

regulatory uncertainty at the state level

- Planning Commissioner preference for the Board not to take up this issue
- Protection of children was not within the purview of the Michigan Medical Marihuana Act (MMMA)
- Ordinance does not contain protections for children with regards to various locations (e.g., recreational parks and daycare) and second hand marihuana smoke
- Planning Commissioner belief second hand marihuana smoke has all the negative consequences of second hand cigarette smoke
- Many of the popular opinion statements are not factually correct
- Statement by the American Academy of Pediatrics there are “compassionate use” cases for use of medical marihuana by children who have uncontrollable seizures
- State legislature and US Congress may make edible forms of marihuana part of medical marihuana legislation which would allow patients to use medical marihuana without smoking it
- Planning Commissioner belief there is a need for Congress to reclassify medical marihuana from a schedule one to a schedule two drug so that it can be studied to determine if medical marihuana is an acceptable substitute for children
- Planning Commissioner belief the zoning amendment is flawed because the MMMA is flawed as there are no protections for children
- Concern with no limit in the number of caregivers in one home
- Concern with limiting the signage to only medical marihuana caregiver establishments and not all home businesses
- Proposed ordinance does not regulate the use of medical marihuana in Meridian Township
- Proposed ordinance regulates where medical marihuana can be grown
- Prohibiting/regulating second hand medical marihuana smoke is beyond the purview of the Planning Commission
- Concern the zoning amendment is arbitrary in limiting the distance of growing medical marihuana from K-12 schools but is silent on distance from pre-schools, day cares and parks
- Reminder that while the MMMA may be flawed, it is state law and the question is how the Township chooses to address that law
- Denying the zoning amendment does not deal with the issue
- MMMA was enacted by voter referendum through the ballot process which does not receive the same “refinement” as a legislative initiative which progresses through the process prior to enactment
- If the Township passes some form of a zoning amendment and the legislature acts differently on the medical marihuana issue, state statute will control
- Planning Commissioner preference for the Township to address this issue
- Security for dispensing a schedule one drug in pharmacies v. medical marihuana growing facilities
- Based on current state law, the only way the Township has influence in how medical marihuana is used within the community is through land use regulations associated with home occupations
- Ordinance is the only context in which the Township has an impact on how medical marihuana is brought into the community
- Township does not yet have regulations to effect the impact of medical marihuana use relative to schools, pre-schools, day care and parks
- Proposed ordinance is better than nothing in influencing how medical marihuana is used within the community
- Planning Commission does not have the ability to rewrite/amend the zoning amendment
- Township Board has the option to change the language in the zoning amendment based on rationale for denial given by the Planning Commission
- Rationale for denial:
  - Potential for expensive litigation

- Legislative landscape on this issue is likely to change
- Elements of the document such as restrictions in location and signage require revision
- Concern there is no land use restriction for a medical marihuana growing facility in a home next to a K-12 school
- Preference to hear from the Township's Police Department if there is evidence of the type of misuse of medical marihuana that the Township is attempting to prevent with this zoning amendment
- One feature of an ordinance is if there is an established need for it
- Board was concerned with recent armed home invasions where medical marihuana was grown
- Township Board felt an amendment to the home occupation ordinance would allow the neighboring members of the community a vehicle to call in potential violations to the police department
- Security of a facility where medical marihuana is grown is regulated at the state level
- Inquiry if the Township Board has been apprised of the Township attorney's comments on the proposed ordinance
- Board members will receive the attorney's comments when the zoning amendment comes back before it
- Planning Commission is grappling with the process
- MMMA does not grant an affirmative right but offers a defense in the event there is prosecution of a crime
- Board member belief home invasion (crime) follows medical marihuana growth as there is value in medical marihuana
- One parameter for medical marihuana security is "in an enclosed locked facility"
- Type of security for a medical marihuana growing facility is much different than at a pharmacy
- Planning Commissioner preference for the 1,000 foot restriction to include K-12 schools, state recognized day cares and recreational parks
- Offering a 1,000 foot requirement for a variety of places (schools, recreational parks and day cares) could have the effect of precluding medical marihuana growing and location of transfer facilities anywhere within the Township
- Concern the 1,000 foot requirement may prohibit the growers from doing what the state has enabled them to do
- Use means the caregivers use which is a location to grow and distribute
- Confusion is inherent in the way the definitions are written in the zoning amendment

**It was the consensus of the Planning Commission to direct staff to prepare a resolution to deny the proposed zoning amendment, outlining the list of objections as discussed.**

**8. Other Business (None)**

- 9. Township Board, Planning Commission officer, committee chair, and staff comment or reports**  
 Commissioner Van Coevering announced a community forum will be held on Sept. 24<sup>th</sup> at 7:00 PM at Faith Lutheran Church, 4515 Dobie Road, on the topic of Race, Ethnicity and Culture. Additional information can be found at [www.faithlutheranokemos.org](http://www.faithlutheranokemos.org).

Commissioner Tenaglia reported her attendance at the most recent Economic Development Corporation (EDC) meeting where she shared information on issues before the Planning Commission.

Commissioner Deits reported his attendance at this morning's Downtown Development Authority (DDA) meeting where the development of land which formerly housed the central fire station/MARC building was discussed. He noted the proposed project will include a restaurant and an apartment building, and the developer is being given a time certain for construction of the residential component. Commissioner Deits spoke to the success of the 2015 downtown Okemos event, adding

Commissioner Deits agreed the applicant is attempting to have some type of leverage with the ZBA, but believed it will be ineffective. He indicated the subject parcel will be zoned either RR (which it currently is) or RA (which the Planning Commission previously approved). He voiced his comfort in approving this request.

Commissioner Van Coevering agreed with Commissioner Deits. She believed an additional curb cut off Summergate Lane would make no sense especially when school commences in the morning and dismisses in the afternoon.

Commissioner Jackson added the Planning Commission made a decision to rezone from RR to RA based on assessment of the community and what was appropriate zoning policy in this situation. She believed it relevant that the previous discussion demonstrated it made more sense to rezone the parcel to RA and “stands behind” the Planning Commission’s original decision on the rezoning. Commissioner Jackson was not supportive of the condition which would revert the parcel back to RR zoning if a variance is not granted for the shared driveway.

Chair Scott-Craig closed the public hearing at 7:40 P.M.

**7. Unfinished Business**

- A. Rezoning #00150 (St. King), request to rezone 4660 Marsh Road from RC (Multiple Family, Medium Density) to PO (Professional and Office)

**Commissioner DeGross moved [and read into the record] NOW THEREFORE, BE IT RESOLVED THE PLANNING COMMISSION OF THE CHARTER TOWNSHIP OF MERIDIAN hereby recommends approval of Rezoning #00150 to rezone approximately 1.18 acres located at 4660 Marsh Road from RC (Multiple Family-Medium Density) to PO (Professional & Office). Seconded by Commissioner Cordill.**

Planning Commission discussion:

- No good arguments against rezoning this parcel
- Rezoning would allow additional tenants who do not fit the criteria for medical office
- Area has changed and rezoning to PO would not have an adverse impact to neighboring properties
- Rezoning would broaden the tenant base

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

NAYS: None

Motion carried unanimously.



- B. Zoning Amendment #14010 (Township Board), request to amend the zoning ordinance to establish definitions and standards for the medical use of marihuana

**Commissioner Honicky moved [and read into the record] NOW THEREFORE BE IT RESOLVED THE PLANNING COMMISSION OF THE CHARTER TOWNSHIP OF MERIDIAN hereby recommends denial of Zoning Amendment #14010, to amend Section 86-2 Definitions, amend Section 86-5, add Section 86-368(b)(2) a.5., amend Sections 86-368(b)(2)b4 and b6, add Section 86-408(c)4, add Section 86-404 (c)16, and add Section 86-435 (b)4. Seconded by Commissioner Deits.**

Planning Commission discussion:

- Resolution should be denied until such time as the rapidly revolving environment around medical marihuana is clarified
- Planning Commissioner reminder that there was not consensus of all Planning Commissioners on each reason offered for denial
- Staff recommendation for the lack of consensus of all Planning Commissioners for each reason for denial to be part of the staff memorandum to the Township Board

**Commissioner Deits offered the following friendly amendment:**

- **Amend the 6<sup>th</sup> WHEREAS clause by inserting “likely to be” after “residential districts is”**

**The friendly amendment was accepted by the maker of the motion.**

**Commissioner Van Coevering offered the following friendly amendment:**

- **Amend the 3<sup>rd</sup> WHEREAS clause by deleting “making” and inserting “which may make”**

**The friendly amendment was accepted by the maker of the motion.**

Continued Planning Commission discussion:

- Concern with giving material to a plaintiff in the event the Township Board is sued
- Recent Supreme Court decision explicitly stated a municipality cannot regulate the content of signs

**Commissioner DeGroff offered the following friendly amendment:**

- **6<sup>th</sup> WHEREAS clause by deleting “is likely to be contrary to” and inserting “may cause concern regarding”**

**The friendly amendment was accepted by the maker of the motion.**

ROLL CALL VOTE: YEAS: Commissioners Cordill, DeGroff, Deits, Honicky, Ianni, Tenaglia, Van Coevering, Chair Scott-Craig

NAYS: Commissioner Jackson

Motion carried 8-1.

## **8. Other Business (None)**

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

Commissioner Deits announced a special meeting of the Downtown Development Authority (DDA) will be held at 7:30 A.M. on Monday, October 5, 2015 at the MARC, primarily to discuss the proposed project to occupy the site currently containing the MARC and closed central fire station.

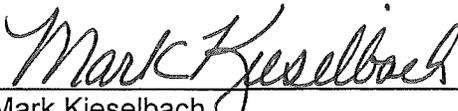
Chair Scott-Craig reported his attendance at the last Environmental Commission meeting where Commissioner Schools gave a presentation on the interpretation of signs as a management tool. He stated there was also discussion on commencement of work on the natural features inventory. Chair Scott-Craig announced two (2) events to be held on October 3<sup>rd</sup>: Solar Home Tour Day and Meridian Township’s Recycling Event at Chippewa Middle School. He noted the Tri-County Regional Planning Commission’s Facebook page announced an event on October 1<sup>st</sup> from 5:00 P.M. until 7:00 P.M. titled Imagine Mid-Michigan, a partnership with Portland State University related to land use and development policies which boost the economy, protect quality of life and a variety of other topics.

### **A. Future Projects/New Applications**

# MEMORANDUM

# 13 – G

**TO:** Township Board

**FROM:**   
Mark Kieselbach  
Director of Community Planning and Development

**DATE:** April 1, 2016

**RE:** Mixed Use Planned Unit Development Ordinance Process

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Item 10 of the 2016 Action Plan calls for a review of the Mixed Use Planned Unit Development (MUPUD) ordinance. The intent of this memorandum is to determine how the Board would like to proceed with the review. The last time the MUPUD ordinance was updated the Board initiated a review in July 2009. After many meetings and much discussion, the Board did not reach an agreement on changes to the ordinance until January 2011. The zoning amendment process started in February 2011 and the Board granted final adoption of the current MUPUD ordinance in July 2011.

As the Board is aware, the review of zoning amendments can be a time consuming process. At times it is difficult at regular meetings due to other agenda items and limited time to thoroughly evaluate the more complex zoning amendments. The Board may want to consider scheduling a separate meeting (work session) to discuss the MUPUD ordinance or have a committee of Board members review the ordinance and make a recommendation. The chair of the Planning Commission, John Scott-Craig, has expressed to staff he would like the Planning Commission involved in the review. In that case, the Board could form a joint committee of two or three Board members and two or three Planning Commission members to review the MUPUD ordinance. Once the Board decides how they would like to proceed, staff is ready to start the review process.