



**AGENDA**  
*CHARTER TOWNSHIP OF MERIDIAN*  
*PLANNING COMMISSION – REGULAR MEETING*  
October 23, 2017 7PM



1. Call meeting to order at approximately 7:00 p.m.
2. Public Remarks
3. Approval of agenda
4. Approval of minutes
  - A. October 9, 2017 Regular Meeting
5. Communications
  - A. None
6. Public Hearings
  - A. Commission Review #17093 (Planning Commission), 2017 Master Plan update.
7. Unfinished Business - NONE
8. Other Business
  - A. 2018 Meeting Schedule
9. Township Board, Planning Commission officer, committee chair, and staff comments or reports
10. Project Updates
  - A. New Applications - NONE
  - B. Site Plans Received - NONE
  - C. Site Plans Approved - NONE

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All comments limited to 3 minutes, unless prior approval for additional time for good cause is obtained from the Planning Commission Chairperson. Meeting Location: 5151 Marsh Road, Okemos, MI 48864

Individuals with disabilities requiring auxiliary aids or services should contact Township Manager Frank L. Walsh, 5151 Marsh Road, Okemos, MI 48864 or 517.853.4258 - Ten Day Notice is Required.

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**Planning Commission Agenda**

**October 23, 2017**

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11. Public Remarks
12. Adjournment

**Post Script: Dante Ianni**

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

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

**TENTATIVE PLANNING COMMISSION AGENDA**

**November 13, 2017**

Regular Meeting

1. Public Hearings
  - A. Tentative Preliminary Plat #17012 (Mayberry Homes), develop 25 single family lots on 25 acres located east of Powell Road, north of Grand River Avenue.
2. Unfinished Business
  - A. None
3. Other Business
  - A. Shaping the Avenue initiative

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

**DRAFT**

**October 9, 2017  
5151 Marsh Road, Okemos, MI 48864-1198  
517-853-4560, Town Hall Room, 7:00 P.M..**

**PRESENT: Commissioners Baruah, Cordill, Ianni, Premoe, Scott-Craig,  
Tenaglia, Richards  
ABSENT: Commissioner Lane  
STAFF: Senior Planner Peter Menser**

**1. Call meeting to order**

Chair Ianni called the regular meeting to order at 7:02 P.M.

**2. Public Remarks-NONE**

**3. Approval of Agenda**

Commissioner Scott-Craig moved to approve the agenda as written.  
Seconded by Commissioner Premoe.  
VOICE VOTE: Motion approved unanimously.

**4. Approval of Minutes**

A. September 11, 2017 Regular Minutes

Commissioner Scott-Craig moved to approve the minutes as written.  
Seconded by Commissioner Premoe.  
VOICE VOTE: Motion approved unanimously.

**5. Communications**

A. Brett Dreyfus regarding Charles Marohn, "Strong Towns: How to Build Prosperity in Communities"

**6. Public hearings-NONE**

**7. Unfinished Business-NONE**

**8. Other Business**

A. Master Plan update

Senior Planner Menser gave updates to the Master Plan progress

- Having a Master Plan in important to have in place for financial opportunities.
- Amended version was available for public review February to May of 2017.
- Township Board has had several meetings to discuss content changes.
- A public hearing has been scheduled and noticed for October 23, 2017.
- Graphic Designer has incorporated all changes and posted to the website.
- Planning Commissioners can request printed copies if needed.
- CATA route map change changes will be made.

- PICA/Pathway map changes will be made.
- Planning Commission's November 13, 2017 meeting will be for action on Master Plan.
- Commissioner Scott-Craig asked that the photos on pages 41, 42 and 43 have the captions removed prior to publishing.

B. Shaping the Avenue Initiative

Senior Planner Menser gave updates to the Shaping the Avenue Initiative

- Consultants provided the form based code in draft form on October 6, 2017
- A conference call is scheduled for the week of October 16, 2017
- Once a thorough review is done the Planning Commission will be given a briefing by staff

**9. Township Board, Planning Commission officer, committee chair, and staff comments or Reports**

- Commissioner Scott-Craig gave a summary of the Economic Development Committee meeting he attended on October 5, 2017.
- Commissioner Richards gave a summary of the Transportation Commission meeting he attended on September 28, 2017.
- Commissioner Scott-Craig gave a summary of the last meeting of the Brownfield Redevelopment Authority which he attended.
- Commissioner Premoe gave a summary of the Building Board of Appeals that were held on September 27, 2017 and August 9, 2017.

**10. Project Updates**

A. New Applications

1. Tentative Preliminary Plat #17012 (Mayberry Homes), develop 25 single family lots on 25 acres located east of Powell Road, north of Grand River Avenue.

B. Site Plans Received - NONE

C. Site Plans Approved - NONE

**11. Public Remarks**

None

**12. Adjournment**

Chair Ianni adjourned the regular meeting at 7:57 p.m.

Respectfully Submitted,

Angela M. Ryan  
Recording Secretary



**TO:** Planning Commission

**FROM:** *Peter Menser*  
Peter Menser  
Senior Planner

**DATE:** October 19, 2017

**RE:** Commission Review #17093 (Planning Commission), 2017 Master Plan.

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The public hearing for the 2017 Master Plan will be held at the October 23, 2017 regular meeting of the Planning Commission. The public hearing is an opportunity for the Planning Commission to receive and consider comments or concerns regarding the Master Plan from members of the public. Preceding the public hearing was a legal notice in the Towne Courier and letters to adjacent municipalities, utilities, and government agencies notifying them of the date, time, and location of the public hearing as required by the Michigan Planning Enabling Act (the "MPEA," Public Act 33 of 2008).

A majority vote of the Planning Commission is required to approve the Master Plan. If approved, the plan will be transmitted to the Township Board for consideration. If the Township Board proposes changes to the content of the plan (other than grammar, typographical, or formatting) after the Planning Commission approves it, the Board has to provide the Planning Commission with a statement of its concern(s), which the Planning Commission must consider and address. Each time the Planning Commission revises the content of the plan in response to Township Board concerns a new public hearing must be held.

At its last meeting on October 9, 2017 the Planning Commission discussed possibly voting on the Master Plan the same night as the public hearing. To do so the Planning Commission must first vote to suspend Bylaw 6.4a, for which a motion is provided below.

- **MOTION to suspend Planning Commission Bylaw 6.4a to consider Commission Review #17093 the same night as the public hearing.**
- **MOTION to adopt the resolution approving the 2017 Master Plan.**

#### **Attachment**

1. Resolution to approve 2017 Master Plan

G:\Community Planning & Development\Planning\COMMISSION REVIEWS (CR)\2017\17093 (Master Plan)\CR 17093 memo.pc1.docx

**RESOLUTION TO APPROVE**

**Commission Review #17093  
2017 Master Plan**

**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 23rd day of October, 2017, at 7:00 p.m., Local Time.

PRESENT: \_\_\_\_\_  
\_\_\_\_\_

ABSENT: \_\_\_\_\_

The following resolution was offered by \_\_\_\_\_ and supported by \_\_\_\_\_.

WHEREAS, the Michigan Planning Enabling Act (Public Act 33 of 2008) authorizes the Planning Commission to prepare a Master Plan for the use, development, and preservation of all lands in the Township and to amend the Plan as needed from time-to-time; and

WHEREAS, the Charter Township of Meridian retained a professional planning consultant, McKenna Associates, to assist the Planning Commission with the technical studies necessary to draft the Plan; and

WHEREAS, the Planning Commission prepared a proposed updated Master Plan and Future Land Use Map and submitted the plan to the Township Board for review and comment; and

WHEREAS, at its regular meeting on Feb 21, 2017, the Township Board received and reviewed the proposed Master Plan prepared by the Planning Commission and authorized distribution of the Master Plan to the Notice Group entities identified in the Michigan Planning Enabling Act; and

WHEREAS, notice was provided to the Notice Group entities as required in the Michigan Planning Enabling Act; and

WHEREAS, the Planning Commission held a public hearing at its regular meeting on October 23, 2017 to consider public comment on the proposed updated Master Plan and to further review and comment on the proposed updated Master Plan; and

WHEREAS, the Planning Commission finds that the proposed Master Plan is desirable, proper, and reasonable and furthers the use, preservation, and development goals and strategies of the Township;

NOW THEREFORE, BE IT RESOLVED THE PLANNING COMMISSION OF THE CHARTER TOWNSHIP OF MERIDIAN hereby approves the Master Plan for the Charter Township of Meridian, dated October 2017, along with the text, maps, charts, graphs, and other descriptive materials contained in the Plan, including the Future Land Use Map.

**Commission Review #17093**  
**2017 Master Plan**  
**Planning Commission (October 23, 2017)**  
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ADOPTED: YEAS: \_\_\_\_\_

\_\_\_\_\_

NAYS: \_\_\_\_\_

STATE OF MICHIGAN )

) ss

COUNTY OF INGHAM )

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 23rd day of October, 2017.

\_\_\_\_\_  
Dante Ianni  
Planning Commission Chairperson



**To:** Planning Commission  
**From:** *Peter Menser*  
Peter Menser  
Senior Planner  
**Date:** October 19, 2017  
**Re:** 2018 Meeting Schedule

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Following is the list of proposed Planning Commission meeting dates for 2018. Two regular meetings are scheduled each month. No special or work session meetings are planned but may be added by the Planning Commission during the year if warranted.

Typically the Planning Commission meets on the second and fourth Monday of each month. There are back-to-back meetings scheduled in May due to the Memorial Day holiday on May 28. Due to the Veteran's Day holiday on November 12 the regular meeting was moved to the prior Monday, November 5. As in past years, back-to-back meetings are scheduled in December to avoid conflicts with holiday activities.

#### 2018 MEETING CALENDAR

January	8 - regular meeting 22 - regular meeting
February	12 - regular meeting 26 - regular meeting
March	12 - regular meeting 26 - regular meeting
April	9 - regular meeting 23 - regular meeting
May	14 - regular meeting 21 - regular meeting
June	11 - regular meeting 25 - regular meeting
July	9 - regular meeting 23 - regular meeting
August	13 - regular meeting 27 - regular meeting

2018 Meeting Schedule  
Planning Commission (October 23, 2017)  
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September	10 - regular meeting 24 - regular meeting
October	8 - regular meeting 22 - regular meeting
November	5 - regular meeting 26 - regular meeting
December	10 - regular meeting 17 - regular meeting

A resolution is provided to adopt the above meeting schedule.

- **Motion to adopt the resolution approving the 2018 Planning Commission Meeting Schedule.**

Attachment

1. Resolution to approve 2018 Planning Commission Meeting Schedule

G:\Community Planning & Development\Planning\Planning Commission\MTG SCHEDULE\2018 memo.docx

**Planning Commission Meeting Dates  
2018 Meeting Schedule**

**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 23rd day of October, 2017 at 7:00 p.m., Local Time.

PRESENT: \_\_\_\_\_  
\_\_\_\_\_

ABSENT: \_\_\_\_\_

The following resolution was offered by \_\_\_\_\_ and supported by \_\_\_\_\_.

WHEREAS, Public Act 267 of the Public Acts of 1976 requires the publication of the meeting schedule of every municipal board at least once a year; and

WHEREAS, the Planning Commission desires to announce the time, date, and place of all regular meetings of the Commission, pursuant to the provisions of Act 267 of the Public Act of 1976.

NOW, THEREFORE, BE IT RESOLVED BY THE PLANNING COMMISSION OF THE CHARTER TOWNSHIP OF MERIDIAN, INGHAM COUNTY, MICHIGAN as follows:

1. The Planning Commission will meet for regular meetings on certain Mondays, January through December in 2018 in the Town Hall Room of the Meridian Municipal Building, 5151 Marsh Road, Okemos, MI 48864, 517-853-4560.

2. The specific dates for meetings are as follows:

January	8 - regular meeting 22 - regular meeting
February	12 - regular meeting 26 - regular meeting
March	12 - regular meeting 26 - regular meeting
April	9 - regular meeting 23 - regular meeting
May	14 - regular meeting 21 - regular meeting
June	11 - regular meeting 25 - regular meeting
July	9 - regular meeting 23 - regular meeting

**2018 Meeting Schedule  
 Planning Commission (October 23, 2017)  
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August	13 - regular meeting 27 - regular meeting
September	10 - regular meeting 24 - regular meeting
October	8 - regular meeting 22 - regular meeting
November	5 - regular meeting 26 - regular meeting
December	10 - regular meeting 17 - regular meeting

3. Meetings will begin at approximately 7:00 p.m.
4. Special meetings of the Planning Commission may be called pursuant to the applicable statute.
5. Regular meetings may be canceled, recessed, or postponed by members of the Planning Commission pursuant to the applicable statute.
6. A summary of this resolution stating date, place, and time shall be posted in the Meridian Municipal Building within ten (10) days after the first regularly scheduled meeting of the year in accordance with MCL 15.265.

ADOPTED: YEAS: \_\_\_\_\_

\_\_\_\_\_

NAYS: \_\_\_\_\_

STATE OF MICHIGAN )

)ss

COUNTY OF INGHAM )

I, the undersigned, the duly qualified Chairperson of the Planning Commission of the Charter Township of Meridian, Ingham County, Michigan, DO HEREBY CERTIFY that the foregoing is a true and complete copy of a resolution adopted at a regular meeting of the Planning Commission held on the 23rd day of October 2017.

\_\_\_\_\_  
 Dante Ianni  
 Planning Commission Chairperson