



AGENDA
CHARTER TOWNSHIP OF MERIDIAN
PLANNING COMMISSION – REGULAR MEETING
September 14, 2020 7PM

1. CALL MEETING TO ORDER
2. PUBLIC REMARKS
3. APPROVAL OF AGENDA
4. APPROVAL OF MINUTES
 - A. August 24, 2020 Regular Meeting

Zoom meeting ID: 872 0006 8286
Zoom password: 5151

5. COMMUNICATIONS
 - A. Amber Clark RE: resignation
 - B. Yingxin Zhou RE: PUD #19014

6. PUBLIC HEARINGS
 - A. Special Use Permit #20061 (Elsabeth Engeda), expand an existing adult foster care home at 5340 Park Lake Road to accommodate up to 10 residents.

7. UNFINISHED BUSINESS - None

8. OTHER BUSINESS

- A. Mixed Use Planned Unit Development (MUPUD) ordinance review.

9. REPORTS AND ANNOUNCEMENTS

- A. Township Board update.
 - B. Liaison reports.

10. PROJECT UPDATES

- A. New Applications - None
 - B. Site Plans Received - None
 - C. Site Plans Approved - None

11. PUBLIC REMARKS

12. ADJOURNMENT

AGENDA page 2
CHARTER TOWNSHIP OF MERIDIAN
PLANNING COMMISSION MEETING
September 14, 2020 7PM

TENTATIVE PLANNING COMMISSION AGENDA
September 28, 2020

1. PUBLIC HEARINGS
 - A. None

2. UNFINISHED BUSINESS
 - A. Special Use Permit #20061 (Elsabeth Engeda), expand an existing adult foster care home at 5340 Park Lake Road to accommodate up to 10 residents.

3. OTHER BUSINESS
 - A. Mixed Use Planned Unit Development (MUPUD) ordinance review.

Individuals with disabilities requiring auxiliary aids or services should contact: Principal Planner Peter Menser, 5151 Marsh Road, Okemos, MI 48864 or 517.853.4576 - Ten Day Notice is Required.
Meeting Location: Zoom web conferencing application
Meeting ID: 872 0006 8286 Password: 5151

Providing a safe and welcoming, sustainable, prime community.



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

DRAFT

August 24, 2020

Meeting held virtually using the Zoom web conferencing application

7:00 P.M.

PRESENT: Commissioners Premoe, Richards, McConnell, Hendrickson, Cordill, Trezise, Clark, Shrewsbury, and Blumer.

ABSENT: None

STAFF: Director of Community Planning & Development Mark Kieselbach, Principal Planner Peter Menser, Information Technology Director Stephen Gebes, Multimedia Producer Samantha Diehl.

1. CALL MEETING TO ORDER

Chair Hendrickson called the regular meeting to order at 7:00 P.M.

2. PUBLIC REMARKS - None

3. APPROVAL OF AGENDA

Commissioner Premoe moved to approve the agenda.
Seconded by Commissioner Shrewsbury.

4. APPROVAL OF MINUTES

A. August 10, 2020 Regular Meeting

Commissioner McConnell moved to approve the minutes.
Seconded by Commissioner Cordill.

A friendly amendment was made after noting a few minor spelling corrections.

VOICE VOTE: Motion approved unanimously.

5. COMMUNICATIONS - None

6. Public Hearing - None

7. UNFINISHED BUSINESS

A. Planned Unit Development #20014 (Okemos Land Investment LLC), develop Silverleaf planned unit development consisting of 150 detached single family homes on approximately 94 acres located on the north side of Bennett Road, west of Hulett Road.

Principal Planner Menser noted the concerns discussed at the previous meeting regarding the lot sizes and setbacks for the proposed development. He also noted Commissioner Cordill asked for information on lot sizes. The staff memo provided a table comparing similar developments to assist the Planning Commission in further discussion of the proposal.

A Planned Unit Development Ordinance (PUD) allows for flexibility regarding lot area and setbacks. Principal Planner Menser noted lot specific setbacks within a project can be a challenge to administer for staff and could be confusing to residents interested in building because the standards are different throughout the project compared to a more uniform buildable area on the lot.

The Bennett Road pathway concern was voiced by a resident at the previous meeting and Principal Planner Menser explained the developer is responsible to build the pathway along the front of the project on the north side of Bennett Road. A gap of approximately 635 feet from the end of the project to get to Bennett Woods Elementary will remain. The gap in the pathway will eventually be constructed as the area is developed however Township staff will discuss options for what can be done in the near future to ensure safety for a walking and biking route for children to get to Bennett Woods Elementary school safely.

Motion by Commissioner Premoe to recommend approval of the proposed Planned Unit Development #20014.

Supported by Commissioner McConnell.

Planning Commission Discussion:

- Concern was raised about the part of the development in phase III, conventional condominiums where the lot frontage of 3,500 square foot minimum seems too small compared to the rest of the project.
- Other neighborhoods in similar developments are doing well with similar setbacks and lot sizes.
- Access to the Bennett Woods Elementary property might be available through another route. Suggestion to seek a non-motorized path access along Sophiea Parkway near an unnamed stub street that heads south, east of Laforet Circle which leads into a pathway that crosses over a stream and enter the rear of the school property. Another pathway noticed was south of LaForet Circle and heads towards the school bus garage- students do not have to walk on Hulett Road. Another suggestion would be where Silversage Way turns from eastbound to southbound to possibly add a pathway between lot #128 and #129.
- The pathway is required to be built because it is part of the Pedestrian/Bicycle Pathway Master Plan.
- The 5-foot side yard setback seems too minimal. Do not allow air conditioners in the side yard setbacks. The noise from air condition condensers would be disruptive for neighbors. Require sound-proof walls on sides of the condos to enhance noise reduction.

Applicant comments:

- Bob Schroeder, owner of Mayberry Homes and David Straub explained the reasons for the setbacks by allowing the flexibility to build and making customers happy. Mayberry Homes have won four national awards.
- Rear setbacks are defined so there are no issues with encroachment of common space.
- Mayberry Homes is an award winner, top Home Energy Rating Service (HERS) builder in the state of Michigan. They seal and soundproof their walls by using blown-in insulation and are air tight.

Motion by Commissioner Cordill to amend the setbacks: increase the side yard setbacks to 7.5 feet and increase the rear yard setback standard to 10 feet.

Supported by Chair Hendrickson.

ROLL CALL VOTE:

YEAS: Commissioner Cordill, McConnell, and Chair Hendrickson.

NAYS: Commissioner Premoe, Shrewsbury, Richards, Blumer, Clark, and Trezise

MOTION FAILS: 6-3

Motion by Commissioner McConnell for the amendment: The applicant shall provide a non-motorized connection way to Bennett school pending the completion of the pathway along the north side of Bennett Road to the school, to be approved by the Director of Community Planning and Development.

No Support

MOTION FAILS

Motion by Commissioner Premoe to recommend approval of the proposed Planned Unit Development #20014.

Supported by Commissioner McConnell.

ROLL CALL VOTE:

YEAS: Commissioner Premoe, Cordill, Shrewsbury, Richards, Blumer, Clark, Trezise and Chair Hendrickson

NAYS: Commissioner McConnell

MOTION PASSES: 8-1

8. OTHER BUSINESS

A. Mixed Use Planned Unit Development (MUPUD) ordinance review.

Principal Planner Menser noted the last amendment change was in 2018 when density and building height was increased for downtown Haslett and Okemos and everything else remained the same. The Planning Commission received the ordinance language for review and Principal Planner Menser noted some of the challenges experienced with the ordinance in the past.

- Developers complain the process takes too long, an average of 4-7 months.
- The amenities offered are weak
- The commercial space is minimal.

Principal Planner Menser will provide more examples of MUPUD's at a future meeting for the staff to review.

Planning Commission Discussion:

- The promised amount of commercial space available to the public often does not happen.
- Many amenities should be considered expectations and additional things should be offered.
- Amenities are poorly defined and difficult to enforce if violated. Definitions need to be stated more specific
- Developers should not go to the Economic Development Commission (EDC) for a grant to pay for the amenities to justify the MUPUD.

- Legal restrictions for poorly defined amenities made to be more significant. Define amenity, not part of structure but aesthetic or comfort enhancement to the proposed project.
- Project to fit into public realm and attached commercial spaces need to be more inviting to the public outside of the project.
- The MUPUD appears to be used to get around the limitation of multi-family dwellings of 14 per acre by adding a small piece of public or commercial space then the dwelling numbers can be greatly increased.
- Create another classification of multi-family dwelling units for certain areas.
- Potential to assign penalties for failure to meet the conditions or non-compliance, consult with the Township Attorney.
- The market influences the availability of commercial space. The Planning Commission should not dictate what goes into the commercial spaces.
- Define more clarity for expectations of the MUPUD's.

Chair Hendrickson asked the Commission to submit any suggestions or changes to Principal Planner Menser by Wednesday, September 9th so he can add them to the packet for the next meeting for further discussion.

9. REPORTS AND ANNOUNCEMENTS

A. Township Board update.

Principal Planner Menser provided a summary of the August 18th, 2020 Zoom Township Board meeting and noted the next Township Board meeting will be September 1, 2020.

B. Liaison reports.

- Commissioner Premoe provided an update on the Brownfield Redevelopment Authority meeting held on August 20, 2020.
- Commissioner Cordill attended the joint meeting of the Transportation and Corridor Improvement Authority on August 20, 2020 and provided an update. Chair Hendrickson noted the Commission would like to see a copy of the letter from the meeting and Director Kieselbach said he would email a copy of the letter to the Planning Commission.
- Commissioner Trezise attended the Economic Development Corporation meeting and the Downtown Development Authority meeting earlier in August and provided an update from those meetings.
- Chair Hendrickson introduced Mark Blumer as the newest member of the Planning Commission. Commissioner Blumer has been an attorney for 50 years and recently retired. He was recently appointed by Supervisor Styka to the Planning Commission.

10. PROJECT UPDATES

- A. New Applications- None
- B. Site Plans Received - None
- C. Site Plans Approved

1. Site Plan Review #20-05 (Hudson Senior Living), construct 147,721 square foot senior apartment building with 133 units at 1673 Haslett Road.

11. PUBLIC REMARKS - None

12. ADJOURNMENT

Commissioner Trezise moved to adjourn the meeting.

Supported by Commissioner McConnell.

VOICE VOTE: Motion carried unanimously.

Chair Hendrickson adjourned the regular meeting at 8:40 p.m.

Respectfully Submitted,

Debbie Budzynski, Recording Secretary

Peter Menser

From: clarka38 <clarka38@msu.edu>
Sent: Thursday, September 10, 2020 3:16 PM
To: Peter Menser
Subject: Planning Commission Resignation

Good Afternoon,

It is with some regret and sadness that I am resigning from my appointment as a Meridian Township Planning Commissioner. My time on the Commission was well received and the other Commissioners are amazing partners that value the aesthetics and lifestyle we all wish to see in our community. I wish them great success with future Planning Commission projects.

On the flip side I have accepted the full-time position with Meridian Township to work with Neighborhoods and Economic Development. I am honored to begin this role and look forward to working with the Planning Commission in this new position.

Thank you

Amber Clark

Peter Menser

From: Yingxin Zhou <zhou0824@gmail.com>
Sent: Friday, September 11, 2020 7:19 AM
To: Board; Planning Commission (DG); Frank Walsh
Subject: Public hearing on emergency pathway that connects Sophiea Parkway to Creekstone Trail

Dear Meridian Township Board, Planning Commission and Township Manager Mr. Frank Walsh,

Hope all is well.

I'm writing to request a public hearing to be held on the emergency road issue before the Board reviews the Silverleaf PUD application from Mayberry Homes.

For rezoning #19060 (Okemos Land Development LLC) and the Silverleaf PUD application, Mayberry Homes offered to dedicate the northern 20 acres of the property to Meridian Township. Since the proposal calls for Silverleaf to connect to Champion Woods, there is truly no need for the Champion Woods neighborhood to maintain and own the existing emergency pathway connecting Sophiea Parkway to Creekstone Trail. There is a public value for the Township to assume ownership of the path and connect the neighborhoods and public streets to existing land preserve and new 20 acre open space.

We appreciate Frank presenting the proposal of assuming the ownership of the path by the Township to the Board in the Sep 17, 2019 board meeting. Additionally Frank emphasized that the rezoning/PUD and taking over the ownership of the path is ONE package in several board and planning commission meetings. In a letter sent to local residents on Dec 9, 2019, the day before the Board approved rezoning #19060, Frank stated, "The PUD must meet all aspects of the voluntary conditions. The pathway, as committed, will be part of the final approval should the Board move forward. Both reviews are subject to a public hearing." Please refer to the letter attached below.

Therefore, I respectfully request a public hearing to be held on the ownership of the emergency pathway so that the Board could review it with the Silverleaf PUD application together.

Thank you very much for your consideration. It will be appreciated if the Board could discuss this matter in the coming board meetings.

Regards,

Yingxin Zhou

Bennett Road Outlook

Inbox x



Frank Walsh <walsh@meridian.mi.us>

Mon, Dec 9, 2019, 9:16 AM



to Frank ▾

Good morning,

Tomorrow evening, the Township Board will likely take final action on the Bennett Road rezoning. If approved, you can expect the following estimated timeline.

Typically, following a rezoning, the developer requires 1-3 months to design in detail the Planned Unit Development (PUD). Therefore, we expect Mayberry Homes to submit their PUD in February. The PUD must go to the Planning Commission and Township Board for review. The PUD must meet all aspects of the voluntary conditions. The pathway, as committed, will be part of the final approval should the Board move forward. Both reviews are subject to a public hearing.



To: Planning Commission

**From: Peter Menser
Principal Planner**

**Keith Chapman
Assistant Planner**

Date: September 11, 2020

Re: Special Use Permit #20061 (Engeda), expand an existing adult foster care home at 5340 Park Lake Road to accommodate up to 10 residents.

Elsabeth Engeda has requested a special use permit to expand an existing adult foster care home at 5340 Park Lake Road to accommodate up to 10 residents. The current facility operates 24 hours per day, 365 days per year with six residents. The applicant has stated at least two staff member will be on-site at all times to care for the residents.

The Adult Foster Care Facility Licensing Act (Act 218 of 1979) defines an adult foster care small group home as “an adult foster care facility with the approved capacity to receive 12 or fewer adults to be provided with foster care.” As outlined in Section Three of the Act, adult foster care includes “facilities and foster care family homes for adults (a person 18 years of age or older) who are aged, mentally ill, developmentally disabled, or physically disabled who require supervision on an ongoing basis but who do not require continuous nursing care.” Care may include assistance with bathing, grooming, dressing, eating, walking, toileting, or the administration of medication.

Adult foster care facilities are similar in scope and activities with other Institutions for Human Care listed in Section 86-654 (c)(1) of the Meridian Township Code of Ordinances and are evaluated as a non-residential use permitted by special use permit in a residential district. The State of Michigan, through the Department of Licensing and Regulatory Affairs (LARA), licenses assisted living facilities serving up to 20 residents as “Adult Foster Care Facilities.”

Currently, the applicant has approval for six residents to reside in the Adult Foster Care home that was issued original licensing approval from LARA on November 14, 2012. A Special Use Permit was not previously required because under The Michigan Zoning Enabling Act (Act 110 of 2006) it states that Adult Foster Care homes with six or fewer residents be treated as a residential use of property for the purposes of zoning and a permitted use in all residential zones. The applicant has received an Adult Foster Care Small Group Home license with a capacity of 10 residents from LARA.

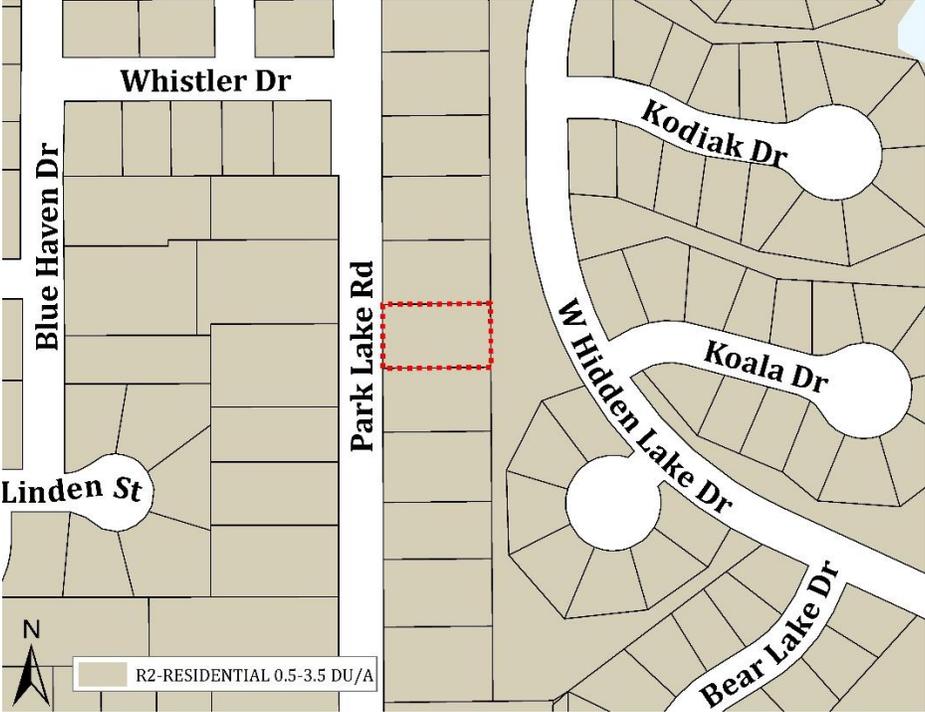
Location Map



Master Plan

The 2017 Master Plan designates the subject site in the Residential 0.5 - 3.5 du/acre category.

Future Land Use Map



Zoning

The 0.383-acre (16,683.48 square feet) site is zoned RA (Single Family-Medium Density) and has 100 feet of frontage on Park Lake Road. The subject parcel exceeds the RA district minimum requirements for both lot area (10,000 square feet) and lot width (80 feet).

Zoning Map



Physical Features

The site is located on the east side of Park Lake Road, south of Burcham Drive, and is developed with an existing 2,558 square foot single-family home built in 1958. Site topography is generally flat in the front yard along Park Lake Road with an elevation of 868 feet above mean sea level. Near the middle of the property, elevation increases to approximately 870 feet.

The Township Wetland Map and the Flood Insurance Rate Map indicate neither wetlands nor floodplain are present on or near the site. The site has no special designation on the Township's Greenspace Plan.

Streets & Traffic

The site is approximately 1,900 feet south of the roundabout at Park Lake Road and Burcham Drive. Park Lake Road is designated as a minor arterial on the Street Setbacks and Service Drives map (Section 86-367). Traffic count data is not available for Park Lake Road. Traffic generated at the property consists of staff, cleaning services, lawn care, and medical visits from nurses, physicians, and podiatrists. There have been no traffic related complains to the Township to date.

Utilities

The site is connected to the Township's public water and sanitary sewer systems.

Staff Analysis

The applicant is requesting a special use permit to establish an adult foster care small group home for ten residents. The use is permitted as a non-residential use in a residential district by special use permit. Nonresidential uses permitted in residential districts are evaluated using the nine general special use permit criteria listed in Section 86-126 of the Code of Ordinances, as well as the specific standards found in Sections 86-654 (e) and (f)(2), summarized as follows:

1. Preferable location at the edge of a residential district, abutting a business or industrial district, or a public open space.

Land used and zoned for single-family residential use abuts the site to the north, south, east, and west.

2. All means shall be utilized to face any permitted nonresidential use on a major street.

The adult foster care facility faces Park Lake Road, which is designated as a minor arterial street.

3. Motor vehicle entrance and exit should be made from a major street.

Ingress and egress will be from Park Lake Road, which is designated as a minor arterial street.

4. Site locations are preferred that offer natural or manmade barriers that would lessen the effect of intrusion into residential areas.

Single-family residential borders the site to the north, south, east, and west.

5. The proposed nonresidential use will not require costly or uneconomic extensions of utility service.

The existing structure is connected to the public water and sanitary sewer systems.

6. Lot area and width shall not be less than specified for the district in which the proposed use is to be located.

The 0.383-acre (16,683.48 square feet) site is zoned RA (Single Family-Medium Density) and has 100 feet of frontage on Park Lake Road. The subject parcel exceeds the RA district minimum requirements for both lot area (10,000 square feet) and lot width (80 feet).

7. No building shall be taller than that permitted in the underlying zoning district.

The height of the building is approximately 21 feet as measured to the mean of the peaked roof; buildings are permitted up to 35 feet in the RA zoning district.

8. The building's appearance shall be harmonious and blend appropriately with the surrounding residential area.

The existing single-family home is surrounded by similar single-family residential to the north, south, east, and west. The appearance of the house is similar in style to those surrounding it.

9. Off-street parking spaces shall be provided as required by the zoning ordinance.

Homes for the Aged are required to provide one parking space for every two beds. With ten beds/residents, five parking spaces are required. The applicant has indicated that seven parking space are provided. Parking for staff, visitors, and medical service providers should also be considered.

10. The structure and site must meet all current building, residential, fire, and property maintenance codes as adopted by the Township.

There are no outstanding code violations on file. If approved for a special use permit, an occupancy permit will be required from the Township Building Department prior to residents moving into the house.

The Planning Commission should take into consideration issues related to the use of an adult foster care small group home for ten residents, including hours of operation, number of employees, traffic, and parking. The Commission may place appropriate conditions on an approval to address these topics if desired.

Planning Commission Options

The Planning Commission may approve, approve with conditions, or deny the special use permit. A resolution for a decision will be provided at a future meeting.

Attachments

1. Special use permit application and attachments
2. Special use permit criteria

G:\Community Planning & Development\Planning\SPECIAL USE PERMITS (SUP)\2020\SUP 20061 (Engeda)\SUP 20061.pc1

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

SPECIAL USE PERMIT APPLICATION

Before submitting this application for review, an applicant may meet with the Director of Community Planning and Development to discuss the requirements for a special use permit and/or submit a conceptual plan for review to have preliminary technical deficiencies addressed prior to submittal of the application. If the property or land use is located in the following zoning districts RD, RC, RCC, RN then the applicant must meet with the Planning Director to discuss technical difficulties before filing a formal application.

Part I

A. Applicant Elisabeth Engeda
Address of Applicant 2843 TurfCreek Dr. E. Lansing, MI 48823
Telephone - Work (517) 402-6191 Home (517) 347-6988 Fax (517) 721-1859 Email asmareel@msu.edu
Interest in property (circle one): Owner Tenant Option Other
(Please attach a list of all persons with an ownership interest in the property.)

max of 10

B. Site address / location / parcel number 5340 ParkLake Rd. E. Lansing, MI 48823
Legal description (please attach if necessary) _____
Current zoning Meridian Township
Use for which permit is requested / project name Kalkidan AFC 2
Corresponding ordinance number _____

C. Developer (if different than applicant) The same as above
Address _____
Telephone - Work _____ Home _____ Fax _____

Architect, Engineer Planner or Surveyor responsible for design of project if different from applicant:
Name _____
Address _____
Telephone - Work _____ Home _____ Fax _____

Acreage of all parcels in the project: Gross _____ Net 0.383 Acreage

F. Explain the project and development phases: please see attached letter.

G. Total number of:
Existing: structures _____ bedrooms 6 offices 1 parking spaces 5+ carports _____ garages 2
Proposed: structures _____ bedrooms _____ offices _____ parking spaces _____ carports _____ garages _____

H. Square footage: existing buildings _____ proposed buildings _____
Usable Floor area: existing buildings _____ proposed buildings _____

I. If employees will work on the site, state the number of full time and part time employees working per shift and hours of operation: 24/7 care, 2 full time, 2 part time.

Existing Recreation: Type _____ Acreage _____
Proposed Recreation: Type _____ Acreage _____
Existing Open Space: Type _____ Acreage _____
Proposed Open Space: Type _____ Acreage _____

Part II

SUP REQUEST STANDARDS
Township Code of Ordinances, Section 86-126

Applications for Special Land Uses will be reviewed with the standards stated below. An application that complies with the standards stated in the Township Ordinance, conditions imposed pursuant to the Ordinance, other applicable Ordinances, and State and Federal statutes will be approved. Your responses to the questions below will assist the Planning Commission in its review of your application.

- (1) The project is consistent with the intent and purposes of this chapter. *yes*
- (2) The project is consistent with applicable land use policies contained in the Township's Master Plan of current adoption.
- (3) The project is designed, constructed, operated, and maintained so as to be harmonious and appropriate in appearance with the existing or intended character of the general vicinity and that such a use will not change the essential character of the same area.
- (4) The project will not adversely affect or be hazardous to existing neighboring uses.
- (5) The project will not be detrimental to the economic welfare of surrounding properties or the community.
- (6) The project is adequately served by public facilities, such as existing roads, schools, stormwater drainage, public safety, public transportation, and public recreation, or that the persons or agencies responsible for the establishment of the proposed use shall be able to provide any such service.
- (7) The project is adequately served by public sanitation facilities if so designed. If on-site sanitation facilities for sewage disposal, potable water supply, and storm water are proposed, they shall be properly designed and capable of handling the longterm needs of the proposed project.
- (8) The project will not involve uses, activities, processes, materials, and equipment and conditions of operation that will be detrimental to any persons, property, or the general welfare by reason of excessive production of traffic, noise, smoke, fumes, glare, or odors.
- (9) The project will not directly or indirectly have a substantial adverse impact on the natural resources of the Township, including, but not limited to, prime agricultural soils, water recharge areas, lakes, rivers, streams, major forests, wetlands, and wildlife areas.

Part III

I (we) hereby grant permission for members of the Charter Township of Meridian's Boards and/or Commissions, Township staff member(s) and the Township's representatives or experts the right to enter onto the above described property (or as described in the attached information) in my (our) absence for the purpose of gathering information including but not limited to the taking and the use of photographs.

Yes No (Please check one)

By the signature(s) attached hereto, I (we) certify that the information provided within this application and accompanying documentation is, to the best of my (our) knowledge, true and accurate

Elsabeth Engeda

Signature of Applicant

08/18/2020

Date

Elsabeth Engeda

Type/Print Name

Fee: _____

Received by/Date: _____



Kalkidan AFC Corp.

4464 Hickorywood Dr.

Okemos, MI 48864

Tel.: 517-402-6191

August 17 2020

Re: Kalkidan Adult Foster Home at 5340 Park Lake Rd, East Lansing, MI

To: Meridian Township – Zoning Commission

My name is Elsabeth Engeda, owner and operator of Kalkidan Adult Foster Home in Meridian Township located at 5340 Park Lake Rd, East Lansing, MI. The home first opened in January 2013 and has been operational caring for the mentally and physically disabled individuals who are unable to live independently but require a group home with 24/7 supervision.

The home currently houses six mentally and physically disabled individuals. The home is licensed by the State of Michigan Department of Licensing & Regulatory Affairs (LARA) for six residents. The residents are screened by Community Mental Health (CMH) and Tri-County office for Aging (TCOA) for appropriateness to meet the needs of the residents sought. Furthermore, my staff and I review their files and personally interview the potential applicants to make sure that we are able to meet their needs and balance it out with the needs of the rest of the residents. In addition, as a nurse, I review their medications and establish connection with their doctors or other service providers to make sure that service is not disrupted. Depending on level of care, residents are assigned rooms as single or double occupancy. Residents with limited mobility are kept on the 1st floor of the home.

The home is on 24-hour supervision. The residents are provided with a balanced 3 meals and several snacks throughout the day. The meals are mainly prepared in-house and at times, ordered from local restaurants. The preparation for meals takes into consideration the dietary needs of our residents. The residents have daily activities which include but not limited to CMH activities, physical activities, group and individual therapy, crafts, outing for shopping, etc. Some residents have subsidized jobs under CMH guidance and some serve as advisory for CMH boards. Residents are usually home by 6 PM and dinner is served before 7 PM. Winding down activities such as TV, reading, relaxing music and worship time is offered and by 8 or 9 PM, the residents are led to their rooms and they are ready for bed.

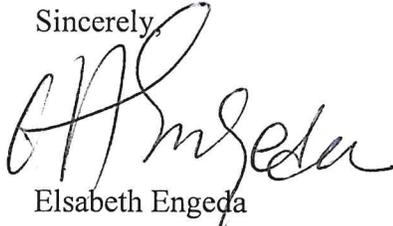
For the residents at Park Lake, there are two staff working full time with direct care and serving the meals as well as doing odd jobs that needs to be covered. I have a private cleaning person that comes to clean daily the bathrooms, living areas and laundry. The outdoor gardening, lawn care and snow removal is a contracted service for the home. The garbage pickup is provided by Granger and pickup is done weekly on Tuesdays. Residents have visiting nurses, primary care and podiatry that conduct on-site visit for residents. With the current pandemic, most doctors and psychotherapists conduct visit via Zoom.

Lastly, I have been operating this home for the past 7 years without incident. I believe my personal involvement in the selection of residents and service providers have made it a safe environment for all involved. I will continue to be involved. The neighbors in the vicinity can

attest to the normal living and regular interaction with the residents. This has been an added value to the residents knowing that they are able to reside and are treated as part of the community.

Should you need additional information or have questions regarding the operation/selection criteria, please do not hesitate to contact me. Thank you and I look forward to hearing from you.

Sincerely,

A handwritten signature in black ink, appearing to read 'Elisabeth Engeda'. The signature is fluid and cursive, with a large initial 'E'.

Elisabeth Engeda
Owner & Operator

Keith Chapman

From: Peter Menser
Sent: Wednesday, August 26, 2020 10:55 AM
To: Keith Chapman
Subject: FW: AFC Capacity Increase

Please print and add to application materials for the Park Lake Road AFC SUP, thank you.



Peter Menser
Principal Planner
menser@meridian.mi.us
517.853.4576
5151 Marsh Road | Okemos, MI 48864
meridian.mi.us

From: asmareel [mailto:asmareel@msu.edu]
Sent: Friday, August 21, 2020 9:00 AM
To: Peter Menser
Subject: AFC Capacity Increase

Dear Mr. Menser,

Following my application for Capacity Increase at the Kalkidan AFC 2 in Meridian Township located at 5340 Park Lake Rd, East Lansing, MI, I am providing the following clarification.

My application is to increase the capacity to ten (10) residents, adding four more residents. As, I have explained in my application the facility is capable of holding ten residents by all measures of service, caring and accommodation, per LARA.

Thanks and Regards

Elsabeth Engeda

Kalkidan Adult Foster Care



Kalkidan AFC Corp.

4464 Hickorywood Dr.

Okemos, MI 48864

Tel.: 517-402-6191

Response to Special Land Use

1. The application complies with standard stated in the Township Ordinance with the intent and purposes of the land use. The purpose of the home is for residential use to house six mentally and physically disabled adult individuals who are able to live within the community with adequate supervision. Without the support, residents would end up in a facility that is more restrictive setting that would not allow them to grow and thrive.
2. The home is consistent with applicable land use policies contained in the Township's Master Plan as it is being used for residential purposes to provide an environment that is safe for the community and does not disrupt the family setting.
3. There has never been any alteration to the design, construction and this has not altered the existing or intended character of the home. There has been no expansion to the home.
4. Since the operation opened 7 years ago as an Adult Foster Home, it has not affected or found to be hazardous to the existing neighboring uses. In fact, the neighborhood has been accommodating and welcoming to all. For the purpose of this ordinance, I have reached out to the neighbors and all have responded positively.
5. Since its operation for the past 7 years, it has never been found to be detrimental to the economic welfare of surrounding properties or the community.
6. The operation of the foster home has all the amenities and fully meets all the requirements for public facilities. The property is located on the main existing road, stormwater drainage, public safety is provided by Meridian Township and public transportation by Capital Area Transit Authority (CATA).
7. Public sanitation as well as sewage and water supply is provided by Meridian Township. Weekly garbage disposal pickup is provided by Granger Services.
8. The residential facility does not involve the use of any activities, materials that would be detrimental to any persons, property or the general welfare by use of excessive traffic production, increased noise level, smoke, fumes, glare or odors. The main purpose of the residence is for housing of physically and mentally disabled adults. They are under 24-hour supervision. They do not drive or own vehicles. They use public transportation or transportation is provided for them to allow them to attend activities or meetings or subsidized work.
9. The home is used as residential placement for adults who need supervision. The home will not directly or indirectly have adverse impact to soils, lakes or wetlands or any other natural resources.

Lastly, the home is smoke and alcohol free facility. This is the primary requirement with no exception.

MORTGAGE REPORT

For:
Adamitu Adult Foster Care, LLC
4464 Hickorywood Drive
Okemos, MI 48864

Survey Address:
5340 Park Lake Road
East Lansing, MI 48823

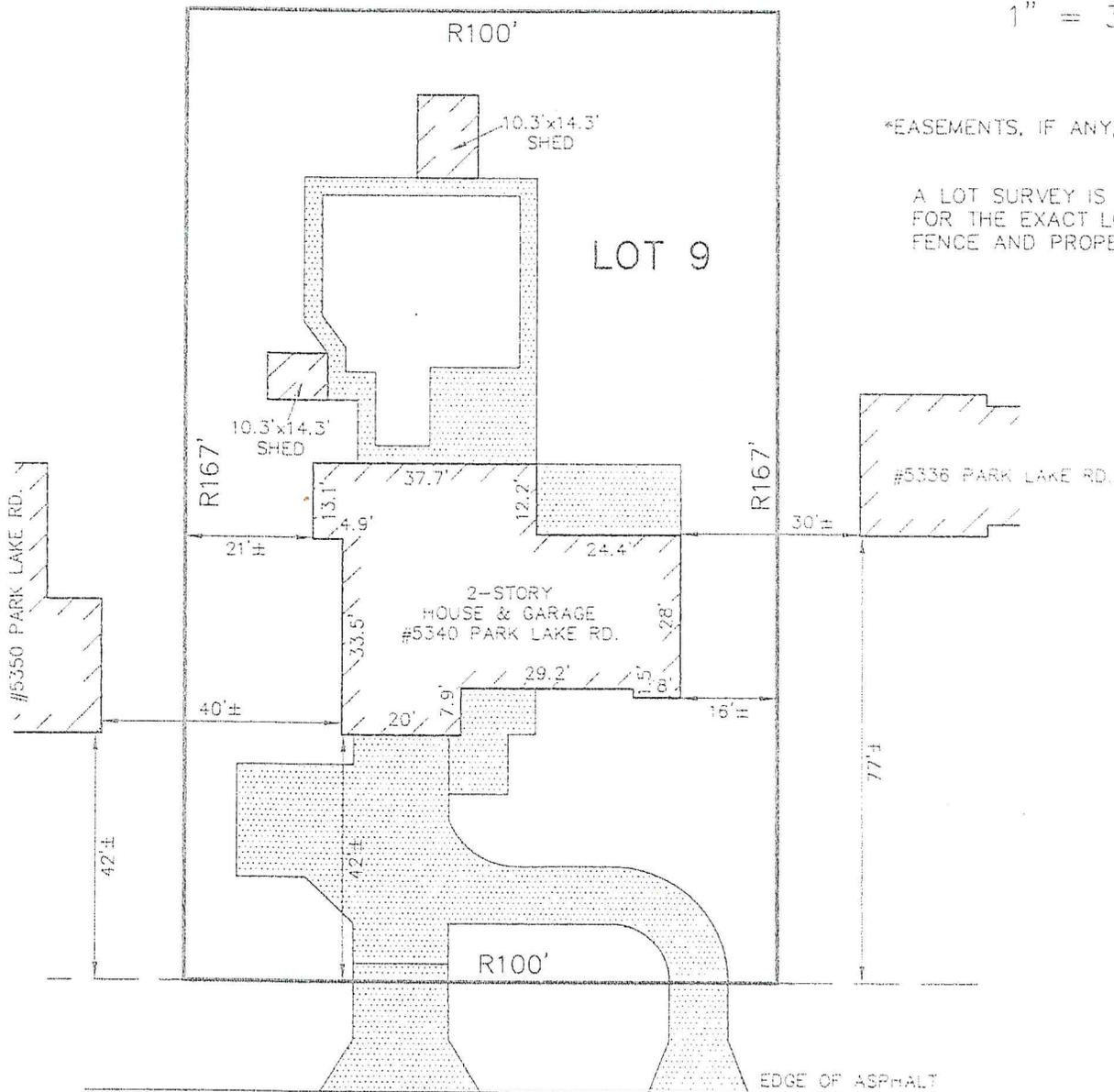
Legal Description (as provided): Lot 9, Picture Parkway, Meridian Township, Ingham County, Michigan, according to the recorded plat thereof, as recorded in Libre 20 of Plats, Pages 44 and 45, Ingham County Records.



1" = 30'

EASEMENTS, IF ANY, NOT SHOWN

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

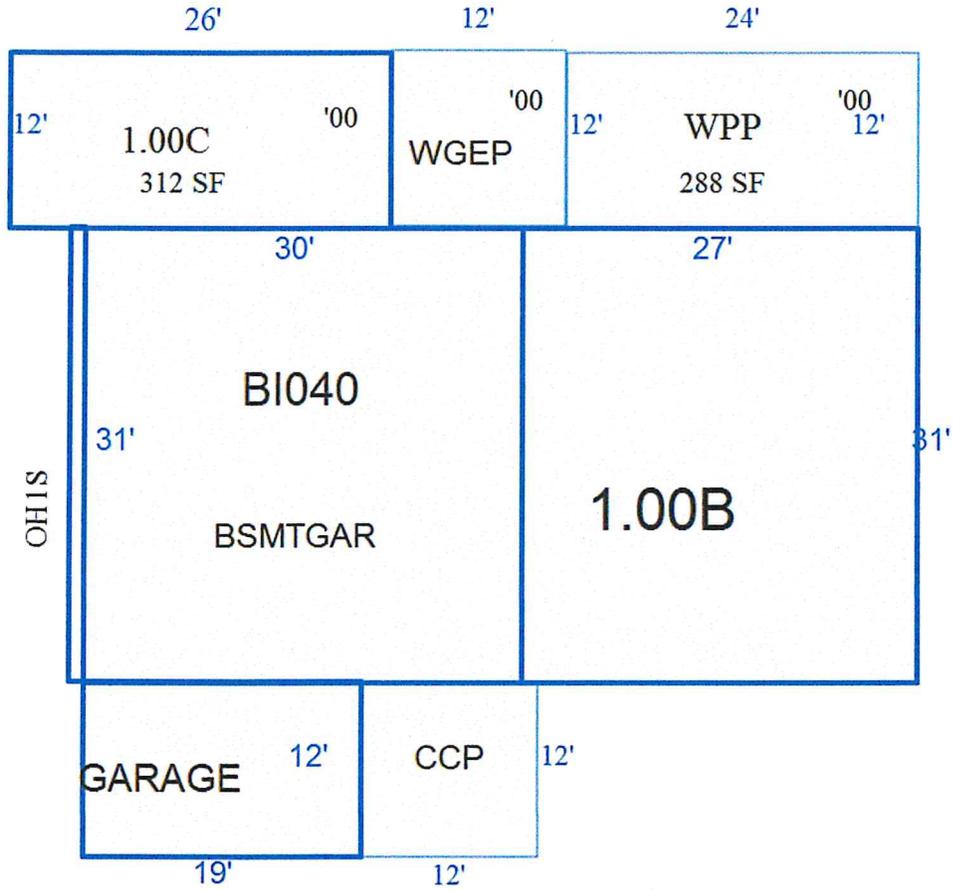


PARK LAKE ROAD

Image/Sketch for Parcel: 33-02-02-17-276-008

276-008

1/01



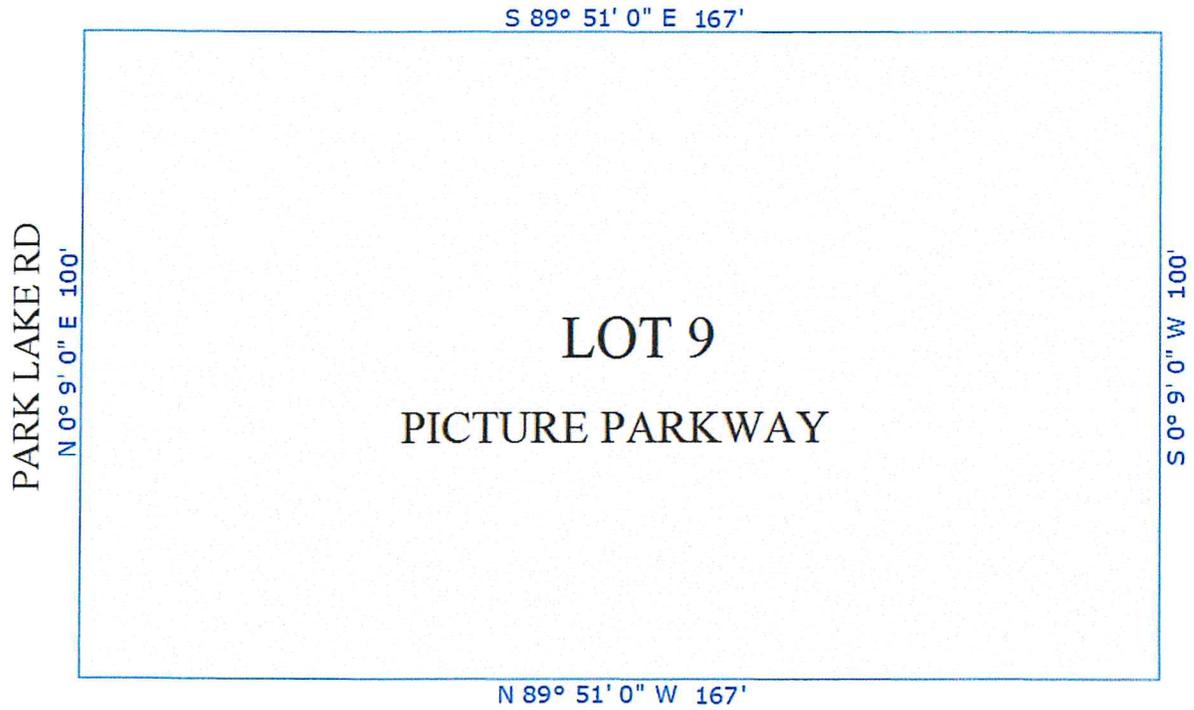
Sketch by Apex Sketch

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Image/Sketch for Parcel: 33-02-02-17-276-008

17-276-008



Sketch by Apex Sketch

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5340 PARK LAKE RD EAST LANSING, MI 48823 (Property Address)

Parcel Number: 33-02-02-17-276-008 Account Number: PKLK-005340-0000-02



Property Owner: ENGEDA, ELSABETH & ABRAHAM

Summary Information

- > Residential Building Summary
 - Year Built: 1958
 - Full Baths: 3
 - Sq. Feet: 2,558
 - Bedrooms: 5
 - Half Baths: 1
 - Acres: 0.383
- > Assessed Value: \$114,200 | Taxable Value: \$94,932
- > Property Tax information found
- > 4 Building Department records found
- > Utility Billing information found

Item 2 of 3 1 Image / 2 Sketches

Owner and Taxpayer Information

Owner	ENGEDA, ELSABETH & ABRAHAM 4464 HICKORYWOOD DR OKEMOS, MI 48864	Taxpayer	SEE OWNER INFORMATION
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General Information for Tax Year 2020

Property Class	RESIDENTIAL	Unit	02 MERIDIAN TOWNSHIP
School District	OKEMOS PUBLIC SCHOOLS	Assessed Value	\$114,200
MG	No Data to Display	Taxable Value	\$94,932
APPRAISAL	Not Available	State Equalized Value	\$114,200
C. AREA	Not Available	Date of Last Name Change	05/08/2017
INFLUENCE	Not Available	Notes	Not Available
Historical District	Not Available	Census Block Group	No Data to Display
PROBLEMS	Not Available	Exemption	No Data to Display

Principal Residence Exemption Information

Homestead Date 06/30/1994

Principal Residence Exemption	June 1st	Final
2020	0.0000 %	0.0000 %

Previous Year Information

Year	MBOR Assessed	Final SEV	Final Taxable
2019	\$107,200	\$107,200	\$93,162
2018	\$103,500	\$103,500	\$90,979
2017	\$99,600	\$99,600	\$89,108

Land Information

Zoning Code	RA	Total Acres	0.383
Land Value	\$35,600	Land Improvements	\$2,552
Renaissance Zone	No	Renaissance Zone Expiration Date	No Data to Display
ECF Neighborhood	4090 RESIDENTIAL R	Mortgage Code	465
Lot Dimensions/Comments	No Data to Display	Neighborhood Enterprise Zone	No

Lot(s)	Frontage	Depth
Lot 1	100.00 ft	167.00 ft
Total Frontage: 100.00 ft		Average Depth: 167.00 ft

Legal Description

MP 5707 LOT 9 PICTURE PARKWAY.

Sale History

Sale Date	Sale Price	Instrument	Grantor	Grantee	Terms of Sale	Liber/Page	Comments
03/29/2012	\$110,000.00	WD	MARTIN, LEON H & CHEERYL J	ENGEDA, ELSABETH & ABRAHAM	CONV	2012-016560	
05/01/1988	\$88,000.00	WD	FRANKMANN	MARTIN	CONV		

Building Information - 2558 sq ft BI-LEVEL (Residential)

General

Floor Area	2,558 sq ft	Estimated TCV	\$186,687
Garage Area	804 sq ft	Basement Area	837 sq ft
Foundation Size	2,079 sq ft		
Year Built	1958	Year Remodeled	2000
Occupancy	Single Family	Class	C +10
Effective Age	54 yrs	Tri-Level	No
Percent Complete	100%	Heat	Forced Air w/ Ducts
AC w/Separate Ducts	No	Wood Stove Add-on	No
Basement Rooms	2	Water	Public Water
1st Floor Rooms	5	Sewer	Public Sewer
2nd Floor Rooms	4	Style	BI-LEVEL
Bedrooms	5		

Area Detail - Basic Building Areas

Height	Foundation	Exterior	Area	Heated
Bi-Level	Bi-Lev. 40%	Siding	930 sq ft	Bi-Level
1 Story	Basement	Siding	837 sq ft	1 Story
1 Story	Crawl Space	Siding	312 sq ft	1 Story

Area Detail - Overhangs

Area	Story Height	Exterior	Included in Size for Rates
76 sq ft	1 Story	Siding	0
31 sq ft	1 Story	Siding	0

Exterior Information

Brick Veneer	243 sq ft	Stone Veneer	0 sq ft
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Basement Finish

Recreation	400 sq ft	Recreation % Good	0%
Living Area	0 sq ft	Living Area % Good	0%
Walk Out Doors	0	No Concrete Floor Area	0 sq ft

Plumbing Information

3 Fixture Bath	3	2 Fixture Bath	1
Ceramic Tile Floor	1	Ceramic Tub Alcove	1

Built-In Information

Dishwasher	1	Garbage Disposal	1
Unvented Hood	1	Standard Range	1

Fireplace Information

Interior 1 Story	1
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Garage Information

Area	228 sq ft	Exterior	Siding
Foundation	42 Inch	Common Wall	1 Wall
Year Built	1989	Finished	Yes
Auto Doors	0	Mech Doors	0

Porch Information

CPP	144 sq ft	Foundation	Standard
WGEP (1 Story)	144 sq ft	Foundation	Standard
WPP	288 sq ft	Foundation	Standard

****Disclaimer:** BS&A Software provides BS&A Online as a way for municipalities to display information online and is not responsible for the content or accuracy of the data herein. This data is provided for reference only and WITHOUT WARRANTY of any kind, expressed or inferred. Please contact your local municipality if you believe there are errors in the data.

Special Use Permit Application Attachment
Site Plan Requirements Per Section 86-124(c)(4)

A site plan, drawn to a legible scale, containing the following information where applicable:

- a. Boundaries of the subject property.
- b. Total area of the subject property.
- c. Location of all existing and proposed structures.
- d. Approximate location and distance of all structures within 100 feet of the subject property.
- e. Uses of existing and proposed buildings, on the subject site.
- f. Proposed means of vehicular and pedestrian ingress and egress to the subject property.
- g. Public and private roads and streets, rights-of-way, and easements, indicating names and widths, which abut or cross the site.
- h. Existing and proposed parking spaces, and vehicular and pedestrian circulation patterns.
- i. The buildable area of the subject property indicating all required setbacks, yards and open space.
- j. Zoning classification of the subject and adjacent properties.
- k. Existing and proposed fencing, screening, landscaping, and buffers.
- l. Location and sizes of existing utilities including power lines and towers, both above and below the ground.
- m. Amount and location of all impervious surfaces.
- n. The verified boundaries of all natural water features and required setback lines.

Chapter 86. Zoning

ARTICLE IV. District Regulations

DIVISION 4. Other Districts

§ 86-440. Mixed use planned unit development (MUPUD).

[Ord. No. 2004-08, 10-31-2004; Ord. No. 2005-11, 11-27-2005; Ord. No. 2006-08, 12-31-2006; Ord. No. 2007-12, 10-28-2007; Ord. No. 2008-04, 4-13-2008; Ord. No. 2010-02, 2-28-2010; Ord. No. 2011-08, 7-5-2011]

- (a) Purpose and intent. The purpose of the mixed use planned unit development (mixed use PUD) section is to create more walkable pedestrian oriented developments by promoting and accommodating developments in rational mixed patterns that respect Meridian Township's transitional land use concept to protect, enhance and preserve natural resources. The second purpose is to encourage rehabilitation of existing structures to include those originally built or partially built before zoning ordinances were adopted, and in such a manner that will maintain traditional urban design to preserve and enhance community resources.

The intent of this section is two-fold.

- (1) Meet Township goals through well planned, integrated, high quality mixed use in redevelopment projects:
 - a. Enhance health and safety goals by requirements for walkability, pedestrian orientation and high quality, durable, building materials.
 - b. Increase Township prosperity goals and citizen welfare by appreciated property values which will support necessary public services.
 - c. Actualize our cultural heritage through citizen pride in creative, new places to walk to, shop at and work in that retain a flavor of Meridian Township's rich history.
 - d. Enhance diversity goals with new types of residential uses in close-knit community design.
 - e. Improve our natural environment goal by mixed use redevelopment with incentives for more intensely landscaped buffers and open spaces designed to complement Township parks and green space plans.
- (2) Improve the potential for financially attractive and high quality mixed use projects in the Township while meeting Township goals of a safe, healthy and sustainable community.
 - a. Enhance incentives for investment by the ability to mix residential with commercial and office uses within the same development.
 - b. Allow flexibility in setback and parking requirements.

- c. Encourage redevelopment by allowing increases in density in exchange for providing specified community amenities.
 - d. Achieve attractive and commercially successful core areas through cooperative development projects with one or more land owners.
 - e. Encourage mitigation to lessen potential hazards associated with the location of a mixed use PUD such as when adjacent to a railroad.
- (b) Definitions.

AMENITY

Aesthetic, practical or other characteristics of a development that increase its desirability to a community or its marketability to the public. Amenities may differ from development to development.

AWNING

A roof-like cover, often fabric, metal, or glass designed and intended for protection from weather or as a decorative embellishment, and which projects from a wall or roof of a structure over a window, walk, door, or the like.

BALCONY

A platform that projects from the wall of a building and is surrounded by a railing or balustrade, for the private use of tenants.

CLOSE-KNIT COMMUNITY

A style of land development advocating smaller, narrower lots, shallower yards and setbacks, smaller and more intensely used spaces, etc. that is less land consumptive than traditional suburban development.

HORTICULTURAL MAINTENANCE PLAN

A written statement documenting the methods to be used to maintain landscaping materials in a healthy condition, free of refuse and debris.

IMPROVEMENT

Alterations to any structure that do not change the intensity of its use, do not increase the gross floor area, height, or bulk of the structure by more than 10%, and/or do not block or impede public access.

MONUMENT SIGN

A freestanding sign, in which the entire bottom (base) is in contact with the ground and is independent of any other structure.

ORNAMENTAL

Something that is either decorative or something that provides aesthetic quality to an object required for other purpose.

PEDESTRIAN ORIENTED DEVELOPMENT

Development designed with an emphasis primarily on the street sidewalk and on pedestrian access to the site and building, rather than on auto access and parking areas with design bearing a definite relationship to the human dimension. The building is generally placed close to the street and the main entrance is oriented to the street sidewalk. There are generally windows or display cases along building facades which face the street. A pedestrian oriented neighborhood offers variety in housing clustered around well-defined neighborhood centers which support jobs, commercial activity, and a range of amenities to sustain lively streets and gathering places. It offers a gradient density from open space to high-intensity commercial cores. The layout of pathways, streets and transportation corridors minimizes conflict between walking, biking, and driving.

REDEVELOPMENT

The process by which an existing developed area is rehabilitated, restored, renovated, expanded and/or adaptively reused. Redevelopment may also mean a site that contains an existing building(s) to be removed with the approval of the mixed use PUD.

SIGN PROGRAM

A plan of all signs proposed to be installed in a mixed use PUD project submitted for approval to create a coordinated project theme of uniform design elements such as color, lettering style, size, and placement consistent with the context of the project and its surroundings and the purpose and intent of this section.

SUBSTANTIAL IMPROVEMENT

Alterations to any structure that does change the intensity of its use, does increase the gross floor area, height, or bulk of the structure by more than 10%, and/or does block or impede public access.

WAIVER

Permission to depart from the requirements or standards of the underlying zoning district.

(c) Permitted locations and uses.

(1) Locations.

- a. Mixed use PUD shall be permitted in the C-2, C-3, CS, and CR zoning districts, where public water and sewer are available.
- b. Mixed use PUD shall be permitted in the PO and C-1 districts where public water and sewer are available, provided that when adjacent to land zoned and developed in a single-family residential district, the height of buildings in the mixed use PUD shall be no taller than the abutting residential district would allow.

(2) Uses.

- a. All uses permitted by right and by special use permit in the underlying zoning district or districts where a project includes more than one zoning district, provided that the purpose and intent of this section is incorporated within the total development plan.
- b. Limited commercial uses in an underlying PO zoning district.
 1. In addition to the uses permitted in the underlying PO zoning district, only the following neighborhood-oriented commercial uses are allowed:
 - i. Personal service establishments which perform services on the premises such as, but not limited to, barber or beauty shops, repair shops (jewelry, electronic, shoe, small appliances, etc.), pharmacies, tailor shops, laundries and dry cleaners, with the exception of dry cleaning plants.
 - ii. Restaurants and cafes which serve food or beverages. This use shall not include bars and taverns.
 - iii. Grocery stores.
 - iv. Financial institutions.
 - v. Retail merchandise establishments.
 - vi. Outdoor seating areas for cafes and restaurants.

2. Commercial development shall not be located in any PO zoned mixed use PUD without approval by the Township Board of the location and general amount of commercial uses shown in the form of a site plan at the time of approval of the mixed use PUD. The request will be evaluated for consistency with the intent of the mixed use PUD ordinance and whether it is harmonious with adjacent sites. The Township Board may approve, approve with conditions, or deny a request in regards to the location and amount of any allowed commercial development in a PO zoned mixed use PUD.
3. If the Township Board approves the location and/or amount of commercial uses in a PO zoned mixed use PUD, it may place conditions on the development in order to guarantee consistency with the purpose and intent of the mixed use PUD ordinance, which includes, but is not limited to, providing walkable, pedestrian-friendly communities and ensuring compatibility with surrounding residential neighborhoods on adjacent sites. Conditions may include, but are not limited to, the following subjects:
 - i. Hours of operation.
 - ii. Total square footage allotted for the commercial uses.
 - iii. Location, design, and orientation of specific commercial uses which may locate within the development and their placement in relationship to neighboring uses.
 - iv. Proportion of the development which may be occupied by individual commercial uses or by all commercial uses.
 - v. Maximum noise levels emitted.
 - vi. Lighting levels, direction, and timing.
 - vii. Sufficiency of parking.
 - viii. Enhancement of walkability within the development and connectivity to surrounding uses.
 - ix. Landscaping and screening.
- c. Single- and multiple-family residential uses up to a density of 14 dwelling units per acre when developed in conjunction with the redevelopment of an existing building(s) for a use permitted by right or by special use permit in the underlying zoning district and on the same parcel of land. The density may be increased to 18 dwelling units per acre by offering four or more additional unique and extraordinary amenities acceptable to the Township.
[Amended 5-15-2018 by Ord. No. 2018-06]
- d. Single- and multiple-family residential uses up to a density of 10 dwelling units per acre when developed in conjunction with the development of an undeveloped site for a use permitted by right or by special use permit in the underlying district and on the same parcel of land.
[Amended 5-15-2018 by Ord. No. 2018-06]
- e. For mixed-use PUDs within the Okemos Downtown shown on Map 1 and the Haslett Downtown shown on Map 2^[1] the Township Board may in its sole discretion approve a higher density per acre of residential dwelling units and an increase in the height of a building based upon the proposed mixed-use PUD complying with the following performance criteria:
[Amended 5-15-2018 by Ord. No. 2018-06]

1. Architectural design and placement of building(s) on the parcel(s) will be consistent with the architectural standards set forth in the Master Plan, of current adoption, and are to include sustainability and environmental considerations, including, but not limited to, energy usage from renewable energy resources. Achieving Energy Star or LEED Silver standards or better is highly valued.
2. The building height is no more than four stories above the finished grade. A fifth story may be allowed where there is a minimum of a ten-foot setback for such fifth story from the predominant first-floor facade elevation. Overall height from the finished grade to the top of the wall does not exceed 60 feet. Floor-to-ceiling height is at a minimum of 14 feet for first floor commercial or office uses, and a minimum of nine feet for all residential and any upper floors, regardless of use.
3. A parking plan that provides a unified design for any parking structures with the main building through the use of similar building materials, color, and architectural style.
4. An innovative design including a number of different dwelling unit types, sizes, and floor plans are available within the mixed-use PUD.
5. The mixed-use PUD provides common areas and/or amenities for residents and the general public, including, but not limited to, gathering spaces, gardens, courtyards, pavilions, pocket parks, swimming pools, exercise rooms, storage rooms, lockers, and covered parking.
6. The mixed-use PUD promotes nonmotorized and shared (public) transportation by providing convenient access to the public pedestrian/bicycle pathway system and public transportation systems as outlined in the Master Plan.
7. The mixed-use PUD provides opportunities for shared parking, accessways, and driveways with adjoining properties or provides additional parking spaces that may be used by the public.
8. The mixed-use PUD generally provides commercial and other nonresidential uses on the ground floor(s), and the development demonstrates a financially viable plan for sustainable commercial and/or office space usage.
9. The mixed-use PUD demonstrates how proposed higher density will not negatively impact the character, aesthetics, safety, or welfare of surrounding businesses and neighborhoods.
10. The mixed-use PUD considers any potential for increased traffic and provides solutions to address the traffic increases.
11. The mixed-use PUD makes efforts to preserve and use existing structures or provides explanations to justify why such preservation and use is not possible.

[1] *Editor's Note: Said maps are included as an attachment to this chapter.*

- f. Uses may be mixed vertically and/or horizontally.
[Added 5-15-2018 by Ord. No. 2018-06]
- (d) Phasing. Mixed use planned unit developments may be phased provided each phase incorporates a use permitted in the underlying zoning district. Phasing plans shall be evaluated for the proportionality of permitted use(s) to residential use(s). Phasing plans shall be submitted with the original mixed use PUD.
- (e) Amenities.

- (1) Requirements and guidelines.
 - a. Every mixed use PUD shall incorporate one or more amenities.
 - b. Every request for a density bonus shall incorporate one or more amenities in addition to those required by subsection (e)(1)a.
 - c. Waivers from zoning ordinance standards may be granted by the Township Board in exchange for amenities.
 - d. Amenities shall not be combined or counted more than once or counted toward any other requirement of the ordinance.
 - e. When multiple amenities are proposed, multiple criteria categories should be represented.
 - f. Amenities shall be visible and/or accessible to the public from a fully improved street, and/or a benefit to the general public.
- (2) Criteria. Amenities acceptable for consideration by the Township shall meet one or more of the following criteria:
 - a. Type, value and number of amenities shall be proportionate to the size and/or cost of the project.
 - b. Variety of amenity categories represented.
 - c. Support of goals expressed in this section, the Township Board policy manual, the master plan or other applicable adopted plans.
 - d. Consistency and compatibility with the intended use of the site.
 - e. Continuity of design elements.
 - f. Appropriate and harmonious with the surrounding area.
 - g. Potential to act as a catalyst for improvements to surrounding sites.
- (3) Categories listing examples of possible amenities.
 - a. Conservation:
 1. Any alternative energy system.
 2. Grey water recycling.
 3. Green roofs.
 4. Electric car charging stations.
 5. Activities or technologies listed for Leadership in Energy and Environmental Design (LEED) certification by the U.S. Green Building Council or certification criteria of organizations with similar goals; for example, American Society of Landscape Architects' (ASLA) Sustainable Sites Initiative (SITES) or Society of Environmentally Responsible Facilities (SERF).
 - b. Environment:
 1. Significantly increased pervious surfaces.

2. Rehabilitation of degraded sites.
 3. Green space exceeding the underlying permeable surface regulation.
 4. Rehabilitation of green space designated as links on the greenspace plan.
 5. Street trees installed at a 20% higher density or one inch caliper larger than required by the Code of Ordinances.
- c. Accessibility:
1. Transit stops. The addition or relocation of one or more transit stops when supported by a local transit provider.
 2. Foot and bicycle pathways and sidewalks that connect with the Township's pedestrian/bicycle pathway system and routes identified in the Township's green space plan via a public right-of-way or public access easement.
 3. Covered bicycle storage on site.
- d. Parks, recreation and culture for active and passive activities:
1. Public recreation resources.
 2. Public cultural venues.
 3. Public art at 1% of the project cost designed to withstand natural elements and reasonable public contact for at least 10 years.
- e. Social interaction:
1. Outdoor gathering spaces or outdoor eating spaces of 300 square feet or more.
 2. Public outdoor seating plazas adjacent to or visible and accessible from the street including, but not limited to, benches or other outdoor seating not associated with an outdoor cafe.
 3. Privately maintained courtyards, plazas, pocket parks, and rooftop gardens and similar features with seating for the public.
- f. Site and building design:
1. Underground utilities.
 2. Combination of first floor awnings and upper floor balconies adjacent to a public street.
 3. Porches on any structure.
 4. Multilevel or underground parking.
 5. Ornamental paving treatments for sidewalks and/or parking areas such as, but not limited to, concrete masonry unit pavers, brick, stone or pervious concrete or asphalt.
 6. Innovative lighting.
 7. Sidewalk planters located in the vicinity of sidewalks and/or outdoor seating areas.

8. Public access to new technology including wireless access points, electronic information displays, excluding unsolicited electronic broadcast information.
9. Consolidation of multiple land parcels into one to facilitate an integrated design.
10. Fountain.

(f) Design standards.

(1) General restrictions.

- a. Except as noted elsewhere in this section, the yard, setback, lot size, type and size of dwelling unit, frontage requirements, and impervious surface regulations and restrictions are generally waived for the mixed use PUD, provided that the spirit and intent of this section, as defined in Subsection **86-440(a)** above, are incorporated with the total development plan. The Planning Commission may recommend and the Township Board shall establish all requirements by means of the approval of the planned unit development.
- b. Maximum height in a mixed use PUD shall be no higher than 45 feet. Exceptions provided in § **86-591** shall apply.
- c. Except as stated above, all requirements regarding floodways, floodplains and wetlands in the conservancy district shall apply to the mixed use PUD.
- d. Metal and portable buildings shall be prohibited.
- e. Residential uses shall be located as far as possible from railroad tracks.

(2) Structure.

- a. Building materials generally. Materials should include, but are not limited to, wood, brick, clapboards, beadboard, glass, and stone. Other materials, such as vinyl, aluminum, and other metal sidings should be avoided. All buildings shall be completed on all sides with acceptable finishing materials. Any element not specifically mentioned in this section shall otherwise conform to other provisions of the Code of Ordinances.
- b. Architectural design. Diversity and variety in architecture is encouraged.
 1. Architectural design shall be consistent with pedestrian-oriented development.
 2. Property owners shall be encouraged to design and construct their building facades so that these improvements relate to and are sensitive to nearby historical features, blend with the facades of adjacent buildings and complement streetscape improvements in the area. Buildings greater than 50 feet in width shall be divided into increments of no more than 50 feet through articulation of the facade.
 3. Windows shall cover no less than 50% of nonresidential street level facades.
 4. All mechanical, heating, ventilation, and air conditioning (HVAC) and like systems shall be screened from street level view on all sides by an opaque structure or landscape material selected to complement the building.
 5. Railings, benches, trash receptacles and/or bicycle racks, if provided, shall be of commercial quality, and complement the building design and style, subject to the approval of the Director of Community Planning and Development.

(3) Parking.

- a. Setbacks for parking areas from the public street, adjoining properties, and when adjacent to residentially zoned properties shall be established during the review process. Consideration should be given to preservation of existing residential neighborhoods and heritage trees.
 - b. The number of required off-street parking spaces shall comply with § **86-755** of the Code of Ordinances, which outlines the schedule of requirements for parking spaces. The Township Board may reduce the number of off-street parking spaces required for a development. The Township Board shall establish a reasonable number of required off-street parking spaces based on the characteristics associated with the property and availability of other sources of parking or the provision of amenities in lieu of parking.
 - c. Parking lots are encouraged to be on the side or in the rear of a building.
 - d. Bicycle parking shall be separated from automobile parking in visible locations.
- (4) Landscaping shall generally comply with the provisions of the Code of Ordinances. Landscaping should be designed to preserve existing significant natural features and to buffer service areas, parking, or dumpsters; a mix of evergreen and deciduous plants and trees are preferred with seasonal accent plantings to add to the visual appeal of the area. Native plant species are encouraged and a horticultural maintenance plan shall be required. Landscaping shall also comply with other applicable provisions of this section. Maintenance of landscaped areas shall be subject to Subsection **86-758(3)** of the Code of Ordinances. Additional landscaping may be required in order to preserve and/or protect adjacent properties.
- (5) Lighting. All outdoor lighting associated with nonresidential and multiple family residential projects in a mixed use overlay area shall conform to Article **VII** in Chapter **38** of the Code of Ordinances and is subject to the approval of the Director of Community Planning and Development. Street lighting intended to provide illumination for pedestrians on the sidewalk shall not exceed 15 feet in height.
- (6) Signs. Each applicant shall submit a sign program illustrating each proposed sign type, its size and location as part of the project's application materials. The size, number and location of signs shall be submitted at the same time as the mixed use PUD project. The Director of Community Planning and Development may be authorized to approve the entire sign program, or any part of the sign program, as part of the site plan review process.
- a. General guidelines.
 1. Signs designed to enhance the pedestrian experience, reflect and complement the character of the building, and respect the overall character of the area in an attractive and functional manner are preferred.
 2. Signs shall not cover or obscure architectural features of buildings but should be located in logical signable areas which relate to the pattern of the facade.
 3. Signs shall be properly maintained.
 4. Signs or sign faces shall not be changed or installed without a new building permit and in accordance with an approved sign program.
 - b. The following sign types are permitted in the mixed use PUD district. Except as indicated below, the number and size of signs shall be approved as part of the project's application for the mixed use PUD approval.
 1. Wall signs, defined as a sign mounted flat against, or painted on the wall of a building (not a window sign) with the exposed face of the sign in the plane parallel to the face of the wall.

- i. Only one primary wall sign for each business with direct access to a public street shall be permitted.
 - ii. Identification signs are a type of wall sign that fit within an imaginary two square foot rectangle. One identification sign shall be permitted for the business name and/or logo and shall be located on the wall surface adjacent to a tenant's main entry. Restaurants may add an additional two square feet to the rectangle for a menu.
 - iii. Tenant directory signs are a type of wall sign used to identify businesses without direct frontage on a public street. The sign shall be located adjacent to the main entrance to the nonfrontage suites and shall not exceed six feet in height.
 2. Canopy or awning signs, defined as a sign incorporated into a canopy or awning. The sign and/or logo on a canopy or awning shall not exceed 30% of the canopy nor shall it be internally lit.
 3. Projecting signs, defined as a sign attached to and projecting perpendicularly from a building wall, excluding canopy or awning signs. One projecting sign per business with direct access to a public street shall be permitted. Projecting signs shall fit within an imaginary six square foot rectangle except projecting signs located under a canopy or first floor eaves or overhang shall fit within an imaginary rectangle with a maximum area of four square feet. The lowest edge of a projecting sign shall be no lower than eight feet above the sidewalk elevation.
 4. Window signs, defined as a sign affixed to the interior or exterior of a window or placed behind a window pane so as to attract attention of persons outside the building. Window signs shall not exceed 40% of the window area, except opaque signs shall be limited to 10% of the window area. Etched glass and similar artistic designs shall not be considered opaque.
 5. Freestanding signs, defined as any sign supported wholly or in part by some structure other than the building housing the business to which the sign pertains, are generally not permitted in the mixed use PUD district. Exceptions for freestanding signs of the monument type may be permitted when a building is set back a minimum of 15 feet from the right-of-way line with the resulting yard set aside for permanent public open space. In such case, the size, location and design of the sign shall be reviewed and approved as part of the overall sign program.
- (7) Sidewalks. Sidewalks shall be a minimum of five feet in width, except in two specific scenarios:
- a. When the sidewalk(s) is immediately adjacent to an outdoor seating cafe, the sidewalk shall be a minimum of seven feet in width to provide additional maneuverability, and
 - b. When the sidewalk(s) is immediately adjacent to an off-street parking area, where vehicles may overhang on the sidewalk, the sidewalk shall be a minimum of seven feet in width to provide additional maneuverability.
- (8) Pedestrian/bicycle pathways. Where a site submitted for mixed use PUD approval is located on a route of the Township's pedestrian/bicycle pathway master plan, construction or reconstruction of the route shall conform to Township standards for pedestrian/bicycle pathways.
- (9) Noise levels. No noise exceeding 70 dB(A) shall be emitted, as measured from a property line.
- (g) Procedure.

- (1) Each applicant shall confer with the Department of Community Planning and Development regarding the preparation of the mixed use PUD application. The general proposal in the form of a conceptualized site plan shall be reviewed by the Director of Community Planning and Development in a preapplication conference prior to submission of the mixed use PUD application. The Director of Community Planning and Development shall furnish the applicant with requirements to the components of the mixed use PUD application. It is not required that any person requesting a preapplication conference be an owner of or holder of an equitable interest in the subject property.
- (2) An applicant is urged to meet with owners and occupants of surrounding properties to apprise them of a proposed development, share the physical design, receive comments, and revise the proposal accordingly prior to submitting an official application. The Township will assist by providing property owner and occupant contact information.
- (3) Concept plan (optional). A property owner, prospective applicant or their representative may submit a concept plan for review and comment by the Planning Commission and Township Board.
 - a. Purpose.
 1. To acquaint the Planning Commission and Township Board with the proposed project.
 2. To provide guidance regarding the proposed design's compatibility with the purpose, intent and standards of the mixed use PUD ordinance.
 3. To reduce the applicant's time and cost.
 - b. Submittal requirements.
 1. A written request to initiate a concept plan review submitted to the Director of Community Planning and Development.
 2. A written summary of the project (amount and type of uses, basis for the design concept).
 3. A concept plan drawn to scale containing the following information:
 - i. Boundaries and acreage of the site.
 - ii. Zoning.
 - iii. Adjacent road network.
 - iv. General layout of buildings, interior access roads and unique design elements.
 - v. General location of known features affecting the site layout such as, but not limited to, floodplain, wetlands, woodlands, railroads, drains, rivers or rivers and streams, parkland, etc.
 - c. Review procedure.
 1. Upon receipt of a written request and other required data and information, the Director of Community Planning and Development shall review the concept plan.
 2. Within 30 days of the date of receiving a complete request the director shall forward to the Planning Commission and Township Board the concept plan and accompanying data along with any written comments from the director. The Planning Commission and Township Board shall concurrently review the concept plan and

may offer comments or suggestions on the design. Comments or suggestions made during the review of the concept plan shall not be binding on the Township or the applicant.

- (4) Required data and information for a mixed use PUD.
 - a. A complete application accompanied by the appropriate fee.
 - b. A map drawn to an engineer's scale of the total property involved, showing its location in the Township and its relation to adjacent property.
 - c. A site analysis indicating principal factors which influenced the design, including building elevations and/or architectural documents and plans.
 - d. A schematic layout of the proposed storm sewer system.
 - e. A document generally describing the proposed phasing program for the mixed use PUD of all dwelling units, nondwelling units, recreation and other facilities, and open space improvements.
 - f. A reproducible two-foot contour topographic map (i.e., sepia, mylar, etc.) drawn at the same scale as the site plan and showing the existing relief features on the site.
 - g. A sign program.
 - h. Natural features study for previously undeveloped properties.
 - i. Traffic study where the project will exceed 100 vehicle trips during the peak hour of the adjacent roadway.
 - j. Building elevations drawn to scale (in color).
 - k. The developer shall provide the Township with copies of comments from other reviewing agencies, such as:
 1. The Ingham County Road Commission.
 2. The Ingham County Drain Commissioner.
 3. Michigan Department of Transportation (if applicable).
 4. Michigan Department of Environmental Quality (if applicable).
 5. Township Environmental Commission (if applicable).
 6. Township Engineering Department.
 7. Township Fire Department.
 8. The appropriate School Board (if applicable).
 - l. The developer shall provide proof of property ownership, or a letter from the owner authorizing the request and proof of property ownership from the author of the letter.
- (5) Hearing. Upon submittal of a complete application, the Planning Commission shall hold a public hearing.
 - a. Notice of public hearing. Notices shall comply with the provisions outlined in Subsection **86-65(b)** of the Code of Ordinances.

- (6) Planning Commission decision. Following the public hearing, the Planning Commission will make a decision on whether to recommend approval of the request, recommend approval with conditions of the request, or recommend denial of the request, to the Township Board. The Planning Commission shall recommend approval, modification, or denial, to the Township Board, within 60 days of the date the planned unit development was placed on the commission's agenda and shall within said 60 days, report its action to the Township Board. The sixty-day period may be extended if the applicant consents.
 - (7) Township Board decision. After receiving a recommendation from the Planning Commission, the Township Board shall conduct a public hearing which shall be preceded by notice as specified in the preceding subsection (e)(3). Following the public hearing, the Township Board shall make a determination to approve, modify, or deny the request. The Township Board shall approve, modify or deny the planned unit development within 30 days of the date the planned unit development was placed on the board's agenda. The thirty-day period may be extended if the applicant consents.
 - (8) Site plan review. Upon approval by the Township Board of the mixed use PUD, the developer shall submit a complete application to the Department of Community Planning and Development for site plan review, as outlined in the Code of Ordinances. The site plan review process shall be subject to the standards outlined in Chapter **86** of the Code of Ordinances.
 - (9) Any condition imposed upon a mixed use PUD shall be part of the record and remain unchanged, unaltered, and not expanded upon, except with the mutual consent of the Township and the landowner. The Township shall maintain a record of conditions which are changed.
- (h) Effect of issuance.
- (1) Effective date. The effective date of an approved mixed use PUD shall be the date of the Township Board decision.
 - (2) When a mixed use PUD becomes void. If construction related to the mixed use PUD has not commenced within four years after the effective date, approval shall be void, except one two-year extension may be considered if a written request is submitted to the Department of Community Planning and Development prior to the expiration date.
 - (3) Extension of a phased mixed use PUD. Once the first phase of a multiphased mixed use PUD is under construction, the Township Board may grant a two-year extension for future phases if a written request is submitted to the Department of Community Planning and Development prior to the current expiration date. Provided construction progresses on subsequent phases, the Township Board may grant additional two-year extensions if a written request is submitted to the Department of Community Planning and Development prior to the most recent expiration date.
- (i) Amendments.
- (1) Generally. The property owner may apply for an amendment in writing to the Director of Community Planning and Development. The director shall make a determination as to whether a proposed amendment constitutes a major or minor amendment to the original planned unit development.
 - (2) Major amendments. A major amendment shall have a significant impact on the mixed use PUD and the conditions of its approval, which shall include, but not be limited to:
 - a. Building additions located outside a building envelope as shown on the approved mixed use PUD site plan.
 - b. Building additions that reduce any setback shown on the approved mixed use PUD site plan.

- c. Building additions in excess of 2,000 square feet for buildings under 20,000 square feet in gross floor area or 10% of an existing building over 20,000 square feet in gross floor area.
 - d. Expansion of a use that results in an additional 100 or more vehicle trip ends during the peak hours.
 - e. Addition of land to the mixed use PUD equal to or more than 20,000 square feet for existing sites less than 40,000 square feet in area or two times the original site size for sites over 40,000 square feet.
 - f. Expansion of a use that anticipates a 10% or greater increase in required off-street parking.
 - g. Any addition to a legal nonconforming site.
- (3) Minor amendments. All amendments not deemed to be major amendments by the Director of Community Planning and Development shall be considered a minor amendment.
- (4) Process to amend a mixed use PUD.
- a. Major amendments shall follow the same procedure set forth in this section for new applications, including, but not limited to, submitting an application and fee.
 - b. Minor amendments. The Director of Community Planning and Development shall initiate the following review process:
 - 1. Application. An application for an amendment to a mixed use PUD shall be submitted to the Director of Community Planning and Development.
 - 2. Fee. A fee shall be paid at the time of filing the application in the amount established in the schedule of fees adopted by the Township Board.
 - 3. Hearing. Upon submittal of a complete application, the Director of Community Planning and Development shall hold a public hearing.
 - i. Notice of the public hearing. Notices shall comply with the provisions outlined in Subsection **86-65(b)** of the Code of Ordinances.
 - ii. Director of Community Planning and Development decision. Following the public hearing and after adequate review and study of the application, the Director of Community Planning and Development shall make a decision to approve, approve with conditions or deny the minor amendment request within 60 days of the public hearing date. The sixty-day period may be extended if the applicant consents.
 - 4. Site plan review. Upon approval of a minor amendment by the Director of Community Planning and Development, the applicant shall submit a complete site plan review application to the Department of Community Planning and Development, as outlined in Chapter **86** of the Code of Ordinances.
 - 5. Any condition imposed upon a minor amendment to a mixed use PUD by the Director of Community Planning and Development shall remain unchanged, unaltered, and not expanded upon, unless the change is reviewed and authorized by the Director of Community Planning and Development.
 - c. Appeal. An aggrieved person may appeal the decision of the Director of Community Planning and Development to the Township Board in accordance with § **86-188**.

- (j) Enforcement. The provisions of this article shall be enforced in the manner provided elsewhere in this Code of Ordinances. Any development that is not otherwise in conformance with these regulations shall not be approved.