

CHARTER TOWNSHIP OF MERIDIAN  
PLANNING COMMISSION  
AGENDA

REGULAR MEETING

FEBRUARY 22, 2016

Meridian Municipal Building  
5151 Marsh Road, Okemos, MI 48864

Regular Meeting – Town Hall Room

1. Call meeting to order at approximately 7:00 p.m.
2. Approval of agenda
3. Approval of minutes
4. Public remarks
5. Communications

A. February 8, 2016

A. Kathleen Rogan RE: SUP 16021 (Szuma)

Communications received and distributed at the February 8, 2016 meeting and placed on file:

A. Karen Burye	RE: SUP #16021 (Szuma)
B. Mary Patterson	RE: SUP #16021 (Szuma)
C. Bob and Pat Blakeman	RE: SUP #16021 (Szuma)
D. Patricia and Brett Bean	RE: SUP #16021 (Szuma)
E. Jan and Ciney Rich	RE: SUP #16021 (Szuma)
F. The Ebert Family	RE: SUP #16021 (Szuma)
G. Scott & Elaine Lyon	RE: SUP #16021 (Szuma)
H. Darcie Zubek	RE: SUP #16021 (Szuma)
I. Steve and Valerie Alexander	RE: SUP #16021 (Szuma)
J. Timothy and Kimberly Ziegler	RE: SUP #16021 (Szuma)
K. Jeff and Kelly Jacobs	RE: SUP #16021 (Szuma)
L. Kathleen Rogan	

6. Public Hearings

- A. Mixed Use Planned Unit Development #15024 (T.A. Forsberg/Westpac Michigan), request to develop a mixed use planned unit development north of Jolly Road, west of Jolly Oak Road and north of Farrins Parkway
- B. Special Use Permit #15101 (T.A. Forsberg/Westpac Michigan), request to construct a group of buildings greater than 25,000 square feet in gross floor area

## Planning Commission Agenda

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- C. Rezoning #16-14060 (Meridian Hospitality, LLC), request to amend voluntarily offered condition of Rezoning #14060 to develop the site as an "all-suites" hotel
7. Unfinished Business
- A. Special Use Permit #16021 (Szuma), request to establish a group day care home for not more than 12 children at 1211 Ascott Place, Haslett, MI
  - B. Special Use Permit #16031 (Fann), request to establish a group day care home for up to 12 children at 4628 Manitou Drive
8. Other Business
9. Township Board, Planning Commission officer, committee chair, and staff comment or reports
- A. New Applications
    - i. Tentative Preliminary Plat #16012 (Mayberry Homes), a request to develop a 25-lot subdivision, Silverstone Estates, located on 25.5 acres east of Powell Road
    - ii. Rezoning #16012 (Provision Living), a request to rezone approximately 8.66 acres from C-2 (Commercial), PO (Professional and Office), and RA (Single Family, Medium Density) to RD (Multiple Family-8 du/a)
  - B. Update of Ongoing Projects
    - i. Site Plans Received - None
    - ii. Site Plans Approved - None
10. Public Remarks
11. Adjournment

### Post Script: Holly Cordill

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

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

**TENTATIVE  
PLANNING COMMISSION AGENDA**

**Work Session Meeting  
and**

**Regular Meeting  
March 14, 2016**

**Meridian Municipal Building  
5151 Marsh Road, Okemos, MI 48864**

**Work Session Meeting – Administrative Conference Room**

1. 2005 Master Plan Update

**Regular Meeting – Town Hall Room**

1. Public Hearings
  - A. Tentative Preliminary Plat #16012 (Mayberry Homes), a request to develop a 25-lot subdivision, Silverstone Estates, located on 25.5 acres east of Powell Road
  - ii. Rezoning #16012 (Provision Living), a request to rezone approximately 8.66 acres from C-2 (Commercial), PO (Professional and Office), and RA (Single Family, Medium Density) to RD (Multiple Family-8 du/a)
2. Unfinished Business
  - A. Mixed Use Planned Unit Development #15024 (T.A. Forsberg/Westpac Michigan), request to develop a mixed use planned unit development north of Jolly Road, west of Jolly Oak Road and north of Farrins Parkway
  - B. Special Use Permit #15101 (T.A. Forsberg/Westpac Michigan), request to construct a group of buildings greater than 25,000 square feet in gross floor area
  - C. Rezoning #16-14060 (Meridian Hospitality, LLC), request to amend voluntarily offered condition of Rezoning #14060 to develop the site as an “all-suites” hotel
3. Other Business
  - A. Concept Plan – MARC/old Central Fire Station site

**CHARTER TOWNSHIP OF MERIDIAN  
PLANNING COMMISSION  
REGULAR MEETING MINUTES  
February 8, 2016**

**DRAFT**

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

PRESENT: Commissioners Cordill, DeGroff, Honicky, Ianni, Jackson, Opsommer, Scott-Craig,  
Tenaglia (7:03 P.M.), Van Coevering  
ABSENT: None  
STAFF: Principal Planner Oranchak, Associate Planner Gmazel

**1. Call meeting to order**

Chair Scott-Craig called the regular meeting to order at 7:02 P.M.

**2. Approval of agenda**

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

VOICE VOTE: Motion carried 8-0.

**3. Approval of Minutes**

**Commissioner Cordill moved to approve the Regular Meeting Minutes of January 25, 2016.  
Seconded by Commissioner Ianni.**

VOICE VOTE: Motion carried 8-0.

**4. Public Remarks**

Chair Scott-Craig opened public remarks.

Leonard Provencher, 5824 Buena Parkway, Haslett, requested the typographical error in the special use permit (SUP) number for the Fann's be corrected.

Timothy Ziegler, 1217 Ascot Place, Haslett, spoke in opposition to SUP #16021, as they live next door to the day care. He also was opposed to the additional traffic which would be created by this business, the noise created by the children and expressed concern with property maintenance.

Chair Scott-Craig closed public remarks.

**5. Communications**

- A. Kathleen Rogan, 5612 Ventura Place, Haslett; RE: SUP #16021 (Szuma)
- B. Larry & Lynne Ezzo, 5643 Ventura Place, Haslett; RE: SUP #16021 (Szuma)
- C. Carol Trojanowski, 5653 Ventura Place, Haslett; RE: SUP #16021 (Szuma)
- D. Beth Hubbell, 1158 Woodside Drive, Haslett; RE: SUP #16021 (Szuma)
- E. Gary & Sharon Dawson, 5611 White Ash Lane, Haslett; RE: SUP #16021 (Szuma)
- F. Carol Trojanowski, 5653 Ventura Place, Haslett; RE: SUP #16021 (Szuma)
- G. Linda Peet, 1181 Buckingham Road, Haslett; RE: SUP #16021 (Szuma)

**6. Public hearings**

- A. Special Use Permit #16021 (Szuma), request to establish a group day care home for not more than 12 children at 1211 Ascot Place, Haslett, MI

Chair Scott-Craig opened the public hearing at 7:12 P.M.

Associate Planner Gmazel summarized the SUP request as outlined in staff memorandum dated February 1, 2016.

- Applicant

Alyssa Szuma, 1211 Ascot Place, Haslett, offered her credentials which qualify her to serve as a day care provider. She indicated, weather permitting, the day care children are taken outside one hour twice per day, adding she has a fully fenced in yard to keep the children safe, a requirement of the state. Ms. Szuma noted she has a wait list for parents who wish to enroll their children in her Montessori styled program, and there is clearly a need for this group home in the Haslett area. She added she was evaluated by the state and was rated as a three star program through the Great Start to Quality, which means she offers high quality care. Ms. Szuma clarified she has changed her hours for her Monday through Friday care from 6:30 AM until 6:30 PM, which will allow neighbors their private evening time.

Tammy Heilman, 5529 Strawberry Lane, Haslett, spoke in support of both special use permit requests on the agenda for group day care homes. She stated she has 40 years of background in early childhood development and is an early childhood consultant in the Office of Young Children as part of the Michigan Department of Education's Office of Great Start. Ms. Heilman explained her office rates day care programs as part of the Great Start to Quality system, and Ms. Szuma is the highest home rated program in the Haslett area. She clarified the difference between child care programs and preschool programs. She noted there are only four (4) family providers licensed in Haslett (Ms. Szuma is one of the four (4)) and twelve (12) family providers licensed in Okemos (Ms. Fann is one of the twelve (12)). Ms. Heilman stated there is a lot of center based care in Haslett and Okemos, adding a number of children do not do well in larger settings and need a smaller program which family child care providers can offer.

David Namie, 5608 Ventura Place, Haslett, voiced opposition to the special use permit request. He stated a day care was previously housed at this location and listed several problems experienced by neighbors. Mr. Namie believed the day care, run as a business, would be better suited in a commercial location, and should not be placed in a quiet neighborhood. He did not believe this location to be the place for a day care center, alleging he has a right to the peace and quiet use of his home. Mr. Namie offered scenarios regarding potential litigation which could result if this special use permit is approved.

Larry Ezzo, 5643 Ventura Place, Haslett, spoke to safety concerns with traffic at the "T" intersection of Ascot and Ventura during drop off and pick up of children attending the day care. He expressed opposition to this business in a quiet residential location. Mr. Ezzo objected to the characterization of the drop off and pick up times as staggered, stating he was unsure the applicant could "dictate" when customers come and go.

Leonard Provencher, 5824 Buena Parkway, Haslett, objected to the depiction in the staff memorandum that two staff members would be on site "at all times" since this is not a 24 hour operation. He requested specificity as to the hours of operation. Mr. Provencher believed no property violations for the subject site is not proof the applicant maintains the property consistent with the visible characteristics of the neighborhood. He inquired if a three (3) foot fence for the playground area is sufficient to contain children of varying ages. Mr. Provencher questioned if there was egress from the playground area to a safer area "should something come up. (e.g., house on fire)." He expressed concern there are no handrails for step down off the deck. Mr. Provencher asked if the small dogs be contained during hours of operation. He inquired if there were fire extinguishers on site, where they were located, if they are regularly inspected and certified and if day care personnel have been trained in their use.

Eric Fann, 4628 Manitou Drive, Okemos, explained fire extinguishers and hand rails are regulated by the state as is the amount of space required for a specific number of children. He noted the 30 foot driveway provides ample room for staggered drop off and pickup of the children. Mr. Fann voiced concern with comments made about how the previous occupant ran the day care program as it is not reflective on this applicant. He added the applicant's designation of three (3) stars in the Great Start to Quality Program is indicative of her desire to run an exemplary program needed in the Haslett area.

- Planning Commission discussion:  
Commissioner Van Coevering asked if there was a restriction on the amount of toys allowed in the backyard.

Principal Planner Oranchak responded there is no such restriction.

Commissioner Van Coevering noted the question relative to the three (3) foot fencing mentioned earlier during public comment was in compliance with state standards. She addressed the issue of diversity of day care within the community, noting residents should have a choice between home day care center and a child development center. Commissioner Van Coevering indicated comments seem to indicate home day care may be less expensive than child development centers. She did not believe the traffic concerns to be substantial and if traffic becomes a problem, neighbors can report lack of compliance. Commissioner Van Coevering believed there is a need for this day care in the community and spoke in support of this special use permit request.

Commissioner Ianni reminded fellow Commissioners the Zoning Enabling Act (ZEA) states the Township shall issue the permit if five (5) conditions outlined in the staff memorandum are met. He noted staff has indicated the applicant has met all five (5) of the listed conditions for approval, so the Planning Commission has little discretion to consider other issues outside of what the state has indicated.

Commissioner DeGroff noted the applicant has indicated she does not intend to put up a sign. He inquired if she would have to ask for some type of permission if she later decided to put up a sign.

Ms. Gmazel clarified the applicant would be allowed to place a two (2) foot square sign affixed to the façade of her house, subject to approval of a building permit to install the sign.

Commissioner DeGroff asked if the Planning Commission could approve the special use permit with a condition that she not install the sign.

Principal Planner Oranchak responded staff will look into that issue and if such a condition is allowed, it will be placed in the resolution of approval.

Commissioner DeGroff added that as someone who drops children off at day care, he generally follows a schedule and did not view the staggered drop-off and pickup times to be problematic. He agreed with Commissioner Ianni that the Planning Commission does not have discretion to deny if all five (5) standards are met. He indicated neighbors' complaints about sidewalks not being cleared at all times is an allegation without evidence.

Commissioner Honicky recommended painting the six (6) foot privacy fence a dark color. He suggested an open house as a possible way for the applicant to connect with the

neighbors in an attempt to undo the legacy damage created by the previous day care provider.

Commissioner Cordill inquired as to why the fencing to the west was only three (3) feet in height.

Ms. Szuma responded retaining the three (3) foot fence on the west side of the property was to not "section off" the neighbors, but have it be "in keeping" with the rest of the neighborhood. She explained the six (6) foot fence was already in place so they finished off that side with six foot fencing. Ms. Szuma added she has plans to paint the fence this Spring. Ms. Szuma noted she sent out a letter to 20 surrounding neighbors introducing herself, telling them about her program, and invited them to her home. She indicated she wants to be on good terms with her neighbors and was willing to make a concession regarding no signage.

Commissioner Cordill recommended an additional foot in height for the fence on the west side of her property. She explained she lives close to a home child care and was unaware there were 12 children at the child care location until a flyer indicated so. Commissioner Cordill believed a higher fence would buffer more of the sound.

Commissioner Jackson explained one of the most pleasant sounds she hears in her neighborhood over the last 29 years of residing in Meridian Township is the sound of young children playing outside. She noted aside from the fact the state regulates the day care environment, the day care operation is evaluated, trained and regularly visited by an agency which looks for the things a day care center should have. Commissioner Jackson believed Commissioners should feel comfort and confidence in the ~~types of programs~~ quality of care provided to these children.

Commissioner Jackson stated there are a lot of home based day care centers in Meridian Township and the SUP allows Township to review, vet and ensure expectations of the whole community are met. She added there are many home based businesses in Meridian Township and some exist without the benefit of a SUP. Commissioner Jackson asked the applicant how long she has been open.

Ms. Szuma replied she has been open in Meridian Township since the end of September, 2015, currently licensed for six (6) children, including 2 of which are her own children.

Commissioner Jackson asked the applicant if she is currently in the process of application to the state to increase the number of children to 12. She noted the Township does not yet know if the state requirements for 12 children will be adhered to by the applicant.

Ms. Szuma responded she cannot officially apply for state approval until she receives approval from the Township.

Commissioner Jackson requested clarification if there would be two (2) caregivers for the 12 children.

Ms. Szuma explained the maximum state ratio of one caregiver/teacher for every six (6) children.

Commissioner Jackson asked if the children were strictly of preschool age.

Ms. Szuma replied that while she will be licensed to accept children up to the age of 12, her program provides for children up to 5 years old. She noted she has the right, as program manager, to stipulate which children she receives into her program.

Commissioner Jackson commented she believed the height of the fence around the playground correlated with the children of preschool age.

Commissioner Jackson addressed the traffic situation for a corner house on a short block. She spoke to the use of the driveway for parking by her additional staff person and the parents dropping off and picking up their children.

Ms. Szuma explained her preference for parents to park in the driveway as a safety issue. She noted her handbook states a parent must walk their child to and from her door. Ms. Szuma added they are a one car family, and that car is driven to work each day.

Commissioner Jackson stated harmony with the rest of the neighborhood was reviewed by staff through evaluating the complaints lodged by neighbors and the resulting violations issued. She noted no known complaints have been registered for this property.

Commissioner Opsommer indicated he looked at the applicable section of the ZEA which provides townships with the criteria to issue SUPs for this use. He requested staff examine SUPs for some other day cares in the Township. Commissioner Opsommer suggested reasonable conditions relative to the traffic concerns expressed during public comment be included in the resolution for approval.

Commissioner Van Coevering stated several letters contained in the packet were supportive of the day care, but not supportive of any signage. She suggested inclusion of a condition relative to no signage, if appropriate. Commissioner Van Coevering encouraged neighbors to be the "eyes and ears" relative to code compliance.

Commissioner Jackson encouraged the applicant to pursue approval through the Ingham County Road Department (ICRD) for signage which states children at play.

Commissioner Cordill stated a sign on the house may be helpful so that people are aware of children in that location.

Chair Scott-Craig voiced appreciation for comments from the public. He polled the Commission and ascertained approval when this SUP comes before the Planning Commission in two weeks.

Chair Scott-Craig closed the public hearing at 8:14 P.M.

- B. Special Use Permit #16031 (Fann), request to establish a group day care home for up to 12 children at 4628 Manitou Drive

Chair Scott-Craig opened the public hearing at 8:14 P.M.

Associate Planner Gmazel summarized the special use permit request as outlined in staff memorandum dated February 1, 2016.

- Applicant  
Jacqueline Fann, 4628 Manitou Drive, Okemos, clarified an earlier comment stating there are other available properties outside of a residential area better suited for home day care by

indicating family home licenses are only permitted in residential areas. She added that when she moved from Williamston, her licensed closed and she had to apply for a new one at the current address.

Eric Fann, 4628 Manitou Drive, Okemos, noted many of the issues are the same as the previous case. He indicated he and his wife offer an early childhood development program for children current aged six (6) months to five (5) years. Mr. Fann explained his wife operates under a contracted care agreement, one which is used as a sample by the state due to its thoroughness. He clarified the contract contains language which requires the parents to drop off and pick up within a 15 minute window and provides for staggered traffic at the site. Mr. Fann stated the first floor of the home is used for child care. He added that, as part of the Great Start to Quality Program, they voluntarily commit to monthly inspections.

Ms. Fann added that in the 14 years she has operated a group day care home, she has never had a complaint filed or violation issued.

- Public

Leonard Provencher, 5824 Buena Parkway, Haslett; objected to the use of staff being “on site at all times” contained in the staff memorandum. He inquired if the state or the Township takes precedent where the number of days in operation are concerned, since the state approved seven (7) days per week operation. Mr. Provencher voiced safety concerns with the open hand rail and low seating. He inquired about the dog and cats on site, noting the need to keep the sandbox covered to prevent cats from using it as a bathroom. Mr. Provencher asked if there are any requirements to carry business liability insurance.

- Planning Commission discussion:

Commissioner Honicky asked about the car currently in the driveway which is significantly damaged, indicating it to be an imposing attractive nuisance for children. He addressed the pile of 4 x 4s next to the garage and an old Christmas tree in the yard. Commissioner Honicky noted pictures provided in the packet of the deck and stairway show they had not been shoveled, culminating in an overall maintenance concern. He suggested a condition which requires the applicant to address and maintain the property in a high quality manner.

Ms. Fann explained her daughter was in a car accident, the car in the driveway is totaled and is to be towed tomorrow. She clarified the 4 X 4s next to the garage are part of the playground structure to be constructed, and the state requested these pieces of wood be removed from inside the fence and stacked against the garage. Ms. Fann noted she has been in contact with Waste Management to remove the Christmas tree. She explained the pictures were taken over the weekend when no children are at the day care facility and shoveling is handled on a daily basis when children are present.

Commissioner Honicky inquired about the need to cover the sandbox.

Ms. Fann stated it is not a state requirement for the sandbox to be covered, but she looked into natural ways to keep the neighborhood animals away (e.g., use of cinnamon in the sand). She added she has indoor cats which do not go outside.

Commissioner Cordill expressed concern with the large space between the steps coming down off the deck.

Mr. Fann explained the state reviewed the steps and required a railing in order for the children to have something to hold on to while using the steps. He believed the distance to be approximately two (2) feet from the bottom to the top of the steps.

Ms. Fann explained the building code only required a hand railing on one side of the steps. She noted they made the railing a little larger for smaller hands to grasp the underside of the railing if needed.

Commissioner Cordill suggested the applicant go beyond the requirements as the one side is fairly open as depicted in the pictures.

Commissioner Jackson stated Great Start to Quality is a state run program for managing the quality of child care.

Ms. Heilman offered an explanation of the Great Start to Quality Program, noting it is Michigan's tiered quality rating and improvement system. She offered nearly every state in the nation has a quality rating system. Ms. Heilman explained that center or home based providers fill out a self-assessment survey to rate themselves relative to training, background, whether they have contracts, whether they operate below ratio, etc. with a rating of one (1) to five (5). She added Ms. Fann is currently in the process of obtaining her four star rating. Ms. Heilman indicated the Great Start to Quality is a voluntary program for licensed child care programs which has the benefit of working with an early childhood consultant on issues.

Commissioner Jackson stated one of the Great Start to Quality assessments noted the presence of animals, listing them by name. She believed the list suggested state professionals dealing with child care were not concerned about household animals in the child care arena. Commissioner Jackson specified parents had a choice of whether to place their children in a day care home knowing the presence of animals.

Ms. Fann explained paperwork for prospective day care clients must be filled out by parents, and within that paperwork are several issues which must be listed (e.g., firearms on the premises, immunizations, etc.). She noted when her licensing representative came to the home, she asked to see the animals and spent time assessing the animals' temperaments. Commissioner Jackson asked the applicants if they have communicated with their neighbors regarding the proposed day care.

Mr. and Mrs. Fann explained they introduced themselves to their neighbors and explained their intent for the property's use before an offer was placed on the home. Ms. Fann added that three (3) of the families within her neighborhood have enrolled their children into her program.

Commissioner Cordill observed this SUP request is for a single family low density (RAA) zoning designation whereas the previous applicant's property was zoned single family medium density (RA). She wondered if that was a distinguisher factor for more negative comments.

Principal Planner Oranchak explained both properties are in the same density category in the Master Plan. She explained most residential density categories have multiple zoning districts within them.

Chair Scott-Craig inquired if the days of operation are regulated, since the state approved days of operation at seven (7), while the applicant has requested a Monday-Friday operation.

Associate Planner Gmazel explained the ZEA uses a 24 hour period, so it does allow for weekends.

Chair Scott-Craig inquired what is meant by the verbiage "the local unit of government may limit but not prohibit operation of the home between the hours of 10:00 P.M. and 6:00 AM."

Ms. Gmazel explained it is up to the discretion of the Township.

Chair Scott-Craig addressed earlier public comment regarding liability insurance and assumed the homeowners policy covered it.

Mr. Fann stated their homeowners insurance required a rider for coverage of children in their care.

Ms. Fann further explained that if they operated the day care home without informing their insurance company, the homeowners insurance would be invalid if there was an incident.

Commissioner Jackson believed the SUP approval includes the hours of operation for this site. She held the applicant could operate 24 hours per day allowed by the state absent any conditions placed within the SUP.

Principal Planner Oranchak clarified if the applicants want to operate beyond what the state allows, they would come back to the Planning Commission.

Commissioner Opsommer clarified the ZEA specifically states the local unit of government may limit, but not prohibit, the operation of a group child care home between the hours of 10:00 P.M. and 6:00 A.M.

Chair Scott-Craig announced the Planning Commission will take a vote on this special use permit request at its February 22, 2016 meeting.

Chair Scott-Craig closed the public hearing at 8:55 P.M.

**7. Unfinished Business (None)**

**8. Other Business**

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

Commissioner Honicky outlined a recent Court of Appeals case involving a Williamston resident concerning the Right to Farm Act. He believed the Planning Commission may be faced with the issue of a mini urban farm again and, in so doing, the aforementioned Court of Appeals precedent should be a part of the Commission's discussion relative to manure and sewage runoff.

Commissioner Cordill pointed to a viewpoint article in last weekend's Towne Courier from a former Meridian Township Planning Commissioner.

Chair Scott-Craig reported the Township Board authorized signing of the Master Plan consultant contract at its January 26<sup>th</sup> Board meeting, pending review by the Township Attorney and staff. He announced he and several Planning Commissioners attended the dedication of the new central fire station on February 1<sup>st</sup>. Chair Scott-Craig attended the Economic Development Corporation (EDC) meeting last week where there was extended discussion of the CATA BRT, adding both the EDC and the Township Board will independently host a presentation on the BRT in the near future. He noted there was also a discussion of the brownfield proposal for The Square on Grand River and a sign ordinance update. Chair Scott-Craig added Planning staff will begin providing a list of development projects on a regular basis.

Chair Scott-Craig announced the January 28<sup>th</sup> Boards and Commissions Appreciation Event was held at the new Central Fire Station where a new award titled "Meridian Leadership Award" was given to

recipient Commissioner Pat Jackson.

Commissioner Honicky requested McKenna Associates (consultant for the Master Plan) specifically articulate what it would take to obtain wage earner's housing in the Township.

Commissioner Van Coevering voiced her preference for CATA representatives to attend the presentations on the BRT in order for participants to obtain facts concerning the BRT.

Chair Scott-Craig added the CATA representative attended the January 26<sup>th</sup> Board meeting and indicated her willingness to meet with neighborhood groups in an effort for accurate information to be disseminated to Meridian residents.

Commissioner Opsommer believed the Township's role with the BRT would require the Planning Commission to hold a public hearing to act on a revision to the existing Meijer SUP, due to CATA's proposed use of a portion of the Meijer parking lot for a transit center.

Commissioner Jackson expressed her appreciation to staff for bestowing the Leadership Award on her. She noted the employees hired by the Township pay attention to and appreciate the work of volunteers.

#### A. New Applications

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

#### B. Update of Ongoing Projects

- i. Site Plans Received – None
- ii. Site Plans Approved - None

### 10. Public remarks

Chair Scott-Craig opened public remarks.

Leonard Provencher, 5824 Buena Parkway, Haslett, stated he asked his earlier questions on the two (2) special use permit requests because staff and state agencies did not provide sufficient detail in the packet. He voiced appreciation to Commissioners for the time they dedicate to their work on the Planning Commission and suggested they consider running for the Board positions.

Chair Scott-Craig closed public remarks.

### 14. Adjournment

Chair Scott-Craig adjourned the regular meeting at 9:12 P.M.

Respectfully Submitted,

Sandra K. Otto  
Recording Secretary

**Mixed Use Planned Unit Development #15024  
(T.A. Forsberg, Inc. and WestPac Michigan)  
REVISED PLANS  
February 19, 2016**

**APPLICANT:** T.A. Forsberg, Inc. and WestPac Michigan  
919 West University Drive Suite 700  
Rochester, MI 48307

**STATUS OF APPLICANT** Owner (Forsberg Family)

**REQUEST:** Construct a mixed use planned unit development project

**CURRENT ZONING:** \*C-2 (Commercial) and C-2 (Commercial)

**LOCATION:** North of Jolly Road, west of Jolly Oak Road, and north of Farrins Parkway

**AREA OF SUBJECT SITE:** Approximately 37.29 acres

**EXISTING LAND USE:** Industrial/Office/Commercial/Warehouse buildings and Undeveloped

**FUTURE LAND USE:** Residential 5.0-8.0 dwelling units per acre (du/a); Office, and Commercial

**EXISTING LAND USES IN AREA**

North: Coyote Creek Condominiums & Consumers Energy Right-of-Way  
South: Commercial and Farrins Parkway  
East: Office, commercial, and hotel  
West: Single-family residential and office

**CURRENT ZONING IN AREA:** North: RD (Multiple Family, 8 units per acre)  
South: C-2 (Commercial)  
East: PO (Professional and Office) & C-2 (Commercial)  
West: RR (Rural Residential), RA (Single family, Medium Density) residential, and PO (Professional and Office)

**FUTURE LAND USE MAP:** North: Institutional  
South: Commercial  
East: Commercial, Office, & Residential 5.0-8.0 du/a  
West: Residential 0.5-1.25 du/a, Res.1.25-3.5 du/a, and Office

\* Denotes Conditional Rezoning

# MEMORANDUM

TO: Planning Commission

FROM:   
Martha Wyatt  
Associate Planner/Landscape Architect

DATE: February 19, 2016

RE: MUPUD #15024 (T.A. Forsberg, Inc. & WestPac Michigan), **revised** request to develop a mixed use planned unit development in Section 33 (north of Jolly Road, west of Jolly Oak Road, and north of Farrins Parkway)

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The Planning Commission held a public hearing on August 10, 2015 regarding the request from T.A. Forsberg, Inc. and WestPac Michigan to establish a mixed use planned unit development (MUPUD) on multiple parcels located north of Jolly Road, west of Jolly Oak Road, and north of Farrins Parkway, commonly referred to as Okemos Pointe. The original project area of 33.73 acres was rezoned to C-2 (Commercial) under Rezoning #15010, with a voluntary offer of a condition limiting development to a mixed use planned unit development with a restriction of no more than 18 units per acre as allowed under the density bonus provisions in the MUPUD ordinance (Section 86-440).

A special use permit (SUP #15101) is also required for a building or group of buildings greater than 25,000 square feet in gross floor area; it is being processed concurrently with the MUPUD. The Planning Commission will make recommendations to the Township Board on both requests.

Since the August 10, 2015 public hearing new information has been provided by the applicant and revised plans have been submitted. Due to the number of changes, the original request has been revised and new public hearings for MUPUD #15024 and SUP #15101 were scheduled. The applicant has provided a summary of the changes to the project which are discussed in this memorandum. Several maps are provided in this memorandum showing the new boundary lines of the project area.

The project area has increased in size from 33.73 to 37.29 acres with the addition of Okemos Pointe Plaza and associated parking at 2398 Jolly Road. The applicant also intends to purchase approximately 0.9 acres of the 2.66 acre parcel located at 2360 Jolly Road, to be acquired from the property owner (Kurt Boegner/Value Tire Center). These properties are zoned C-2 (Commercial), and are not part of the original 33.73 acres of land that was conditionally rezoned under REZ #15010.

The original plan consisted of 21 multi-story apartment buildings with a total of 378 dwelling units and 642 beds. A stand-alone leasing office/club house was shown as well as a fitness center (Lifestyle Community Center), utilizing the existing building at 2362 Jolly Oak Road, which was to be renovated for the fitness center. The density for the original plan was 11.2 dwelling units per acre (378 dwelling units over 33.73 acres).

The revised plan includes 19 multi-story apartment buildings with a total of 342 dwelling units. The leasing office building has been replaced with a three story mixed-use building with approximately 6,200 square feet of commercial space on the first floor and 12 apartments on the upper floors. The same mix of apartments is offered and includes studio, one, two, and three bedroom apartments. The total number of dwelling units for all buildings is 354 units and 572 beds. The density is 9.5 dwelling units per acre (354 over 37.29 acres).

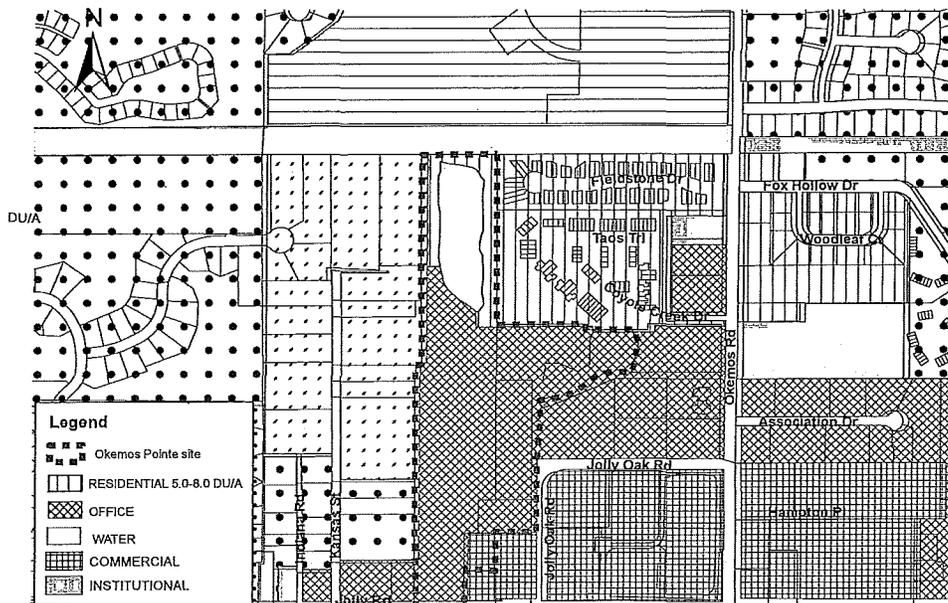
Other changes to the previous plan include the conversion of the existing warehouse at 2362 Jolly Oak Road to a retail market, offering approximately 25,000 square feet of commercial space (ground floor and mezzanine), in place of the fitness center.

The existing multitenant building at 2398 Jolly Road has approximately 10,000 square feet of commercial space. Approximately 7,880 square feet of the building is to be remodeled as a commercial kitchen and specialty market per the applicant. The total square footage of all 22 buildings on the revised plan is approximately 467,800 square feet, whereas the total square footage on the previous plan was approximately 579,500 square feet, with 23 buildings.

The building elevations (style and height) and building materials remain the same as the previous plans. Colored 3-D renderings of the buildings (for the revised plans) are provided, as well as building elevations of the retail market and mixed use buildings.

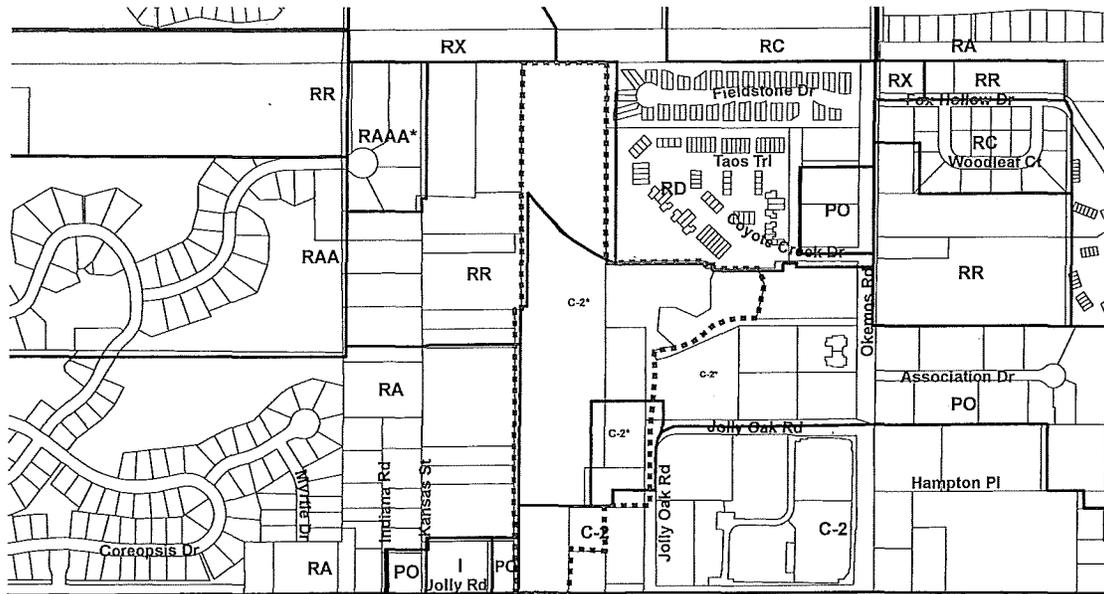
New traffic information was not provided by the applicant. A copy of the original Traffic Study, dated April 13, 2105 is provided as an attachment to this memorandum. The number of apartments has decreased since traffic study was done.

### FUTURE LAND USE MAP



The properties in the project area are designated on the Future Land Use Map of the 2005 Master Plan as Residential 5.0-8.0 dwelling units per acre (du/a), Commercial, and Office.

ZONING MAP



Approximately 33.73 acres of the subject site is conditionally zoned C-2 (Commercial) and the remaining 3.56 acres are zoned C-2. The C-2 zoning district requires a minimum lot area of 4,000 square feet and 100 feet of lot width. At approximately 37.29 acres, the subject site exceeds the minimum lot area and also exceeds the lot width with approximately 420 feet of frontage along Jolly Oak Road and approximately 280 feet along Jolly Road (at 2398 Jolly Road).

*Other information submitted by the applicant is outlined below by topic.*

Wetland Delineation Report

In November 2015, a wetland delineation report was submitted by the applicant for the wetlands located in the northern portion of the subject site. Four wetlands were delineated and are labeled as Wetland A, B, C, and D on the site plans. One apartment building was eliminated in the northeast corner of the site due to the new information on the location of the wetlands.

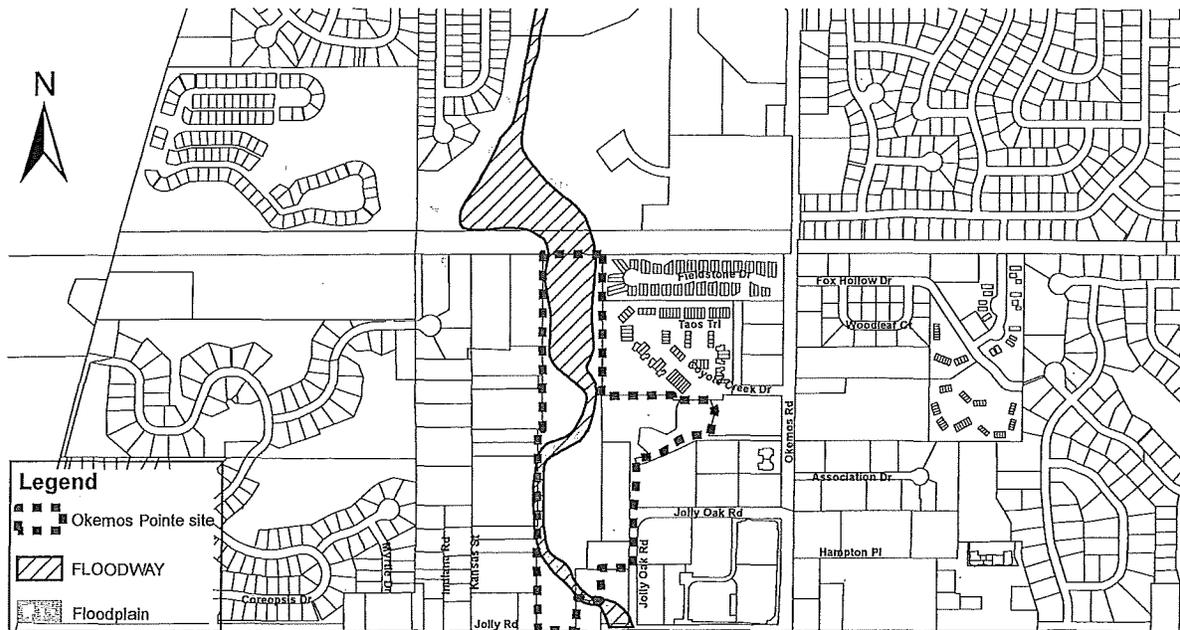
The Township's Environmental Consultant reviewed the delineation in the field and provided comments in a letter dated November 24, 2015 (Wetland Delineation/Verification #15-08). A few changes were made to the wetland boundaries based on the findings of the Township's Consultant. The wetlands shown on the site plans reflect those changes. The Township's Consultant determined all four wetlands are regulated by the Township and the Michigan Department of Environmental Quality (MDEQ).

A joint wetland use permit from the Township and MDEQ is required for work in a regulated wetland such as but not limited to the placement of fill in a regulated wetland, dredging or the removal of soil in a regulated wetland, draining surface water, or diverting, obstructing or impeding the flow of water into a regulated wetland.



The applicant has noted a portion of the Smith Drain, located on the property they intend to acquire from Value Tire Center, will be modified to straighten and enclose the drain to allow a parking area with approximately 133 parking spaces to be constructed over the drain. Approvals and applicable permits for this portion of the project will be determined at a later date.

### FLOODPLAIN



#### Phase 1 and Phase 2 Environmental Site Assessments (ESA)

The applicant has explained when soil borings were taken on the Okemos Pointe site, SME (environmental consulting firm) discovered the presence of possible petroleum products in the soils in and near the industrial buildings where fuel tanks had been removed and remediation took place in the past. Based on these findings, a grant for a Phase One Environmental Site Assessment (ESA) was approved by LEAP (Lansing Economic Area Partnership) and the Ingham County Brownfield Authority.

The Phase 1 ESA study concluded that a Phase 2 ESA study is necessary to evaluate the extent of possible contamination. The applicant received a second grant from LEAP/Lansing Brownfield Redevelopment Authority (LBRA) for a Phase 2 ESA. A summary of the findings of the Phase 1 ESA study and the approved Sampling and Analysis plan for the Phase 2 ESA study are provided.

#### **Staff Analysis**

The site layout remains generally the same as the previous plans with some changes to the building locations, additional parking spaces with purchase of an additional 0.9 acres, the inclusion of the existing retail center, and a mixed use building to replace the leasing office. The applicant has provided a comparative study showing the previous plan, the revised plan, and a site plan overlay showing the changes.

**MUPUD #15024 (T.A. Forsberg, Inc. & WestPac Michigan)**  
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**Page 6**

The proposed amenities remain the same as the previous plan and are shown on Sheet 10 of the revised plans.

The MUPUD ordinance generally waives the standard requirements for lot size, yards, frontage requirements, building, parking, wetland setbacks, maximum impervious surface regulations, and type and size of dwelling unit, provided the purpose and intent of the ordinance are incorporated into the overall development plan. The MUPUD ordinance provides flexibility for the Planning Commission and Township Board to set appropriate standards during the review process (Section 86-440(f)(1)).

***The following waivers are assumed based on the revised plans, which may be waived by the Township Board as part of the MUPUD:***

Building and Parking Setbacks (Commercial adjacent to Residential Zoning)

Section 86-404(b)(3) requires a 100 foot rear or side yard setback, or a 60 foot setback if a double row of interlocking conifer trees is provided, when a commercially zoned property is adjacent to residential zoning. The setback applies to a building, parking, access drive, or other structure. The properties to the west are zoned RR (Rural Residential) and the properties located north of the subject site (Coyote Creek Condominiums) are zoned RD (Multiple Family, Low Density). Several of the apartment buildings, carport structures and parking do not meet the required setbacks as summarized below:

<b>Building/carport/parking</b>	<b>Proposed Setback</b>
F3	47 feet
M1	50 feet
M2	90 feet*
M3	90 feet*
M7	94 feet*
P6	75 feet*
P7	55 feet
Carports (west of Bldg. F2)	35 feet
Carports (north of Bldg. P7)	15 feet
Carports (south of Bldg. M1)	17 feet
Parking area (south of Bldg. F3)	45 feet

\*If a double row of interlocking conifer trees are provided the required 60 foot setback would be met.

Building setbacks from the street

The required front yard setback for a building along Jolly Oak Road is 25 feet from the street right-of-way (ROW). The mixed use building (M10) is located 16 feet from the ROW.

Parking Area Setbacks

Where adjoining the same or other nonresidential district, the required setback for parking is 15 feet. The parking area south of the retail market building (converted building at 2362 Jolly Oak Road) is 9 feet at its closest point from the south property line.

Parking Requirements

Per Section 86-755, the standard motor vehicle parking requirements for commercial uses and multiple-family uses are as follows:

Motor Vehicle Parking:

Multiple-Family Use	2 spaces for each dwelling unit plus 25% for future parking
Commercial	4 to 4½ spaces per 1,000 gross square feet (25,000 gross square feet or greater)

A typical multiple-family housing project with 354 dwelling units would be required to construct 708 parking spaces and reserve an area where 177 additional parking spaces could be constructed if the need arose (25% of 708 parking spaces). Using those standards, 885 parking spaces would be required for the apartments/residential use.

Parking for commercial uses requires a minimum of 4 spaces and a maximum of 4.5 spaces per 1,000 gross square feet of commercial space. The commercial uses include the existing retail center (10,000 square feet), retail portion of the mixed use building (6,200 square feet), and the retail market (25,000 square feet) for a total of approximately 41,200 square feet of commercial space. Using the formula of 4 to 4.5 parking spaces per 1,000 square feet of commercial use, a minimum of 165 and a maximum of 185 parking spaces would be required.

The proposed project would require a combined minimum total of 1,050 parking spaces (885 spaces for residential plus 165 spaces for commercial). The plan shows 878 parking spaces which includes all proposed parking spaces and carports, on-street parallel parking (5 spaces on Water Lily Way and 12 spaces on Jolly Oak Road), and the existing 47 parking spaces associated with the retail building at 2398 Jolly Road. The site is short 172 parking spaces using the traditional parking standards (1,050 minus 878 spaces). A reduction of up to 10% of the required motor vehicle parking spaces (105 space reduction) is allowed when bicycle parking spaces are provided on-site (Section 86-760); thus the total number of required motor vehicle parking would be 945 spaces. Using this figure the site is short 67 motor vehicle parking spaces (945 minus 878 spaces).

Twelve on-street parallel parking spaces are shown along the west side of Jolly Oak Road (a public street) which typically would not be counted as official parking spaces if on a public street. On-street parking on a public street is subject to the review and approval by the Ingham County Road Department. The applicant has indicated Water Lily Way will remain private and five parallel parking spaces are shown on the plan.

Carports are provided throughout the development with a total of 214 carport spaces.

Landscaping

Landscaping should generally comply with the provisions of the Code of Ordinances per Section 86-440(f)(4) of the MUPUD ordinance. Section 86-758 outlines the typical landscape requirements for off-street parking areas including: landscaped islands at least 10 feet in width, a minimum of 200 square feet of interior landscaping for every ten parking spaces and two interior canopy trees per ten parking spaces. Section 86-473 provides standards for street trees.

A landscape plan has not been provided for the proposed development thus staff could not determine if the project generally complies with the typical landscaping requirements.

Architectural design

Section 86-440(f)(2)b.2. of the MUPUD ordinance states that buildings wider than 50 feet shall be divided into increments of not more than 50 feet through articulation of the façade. Scaled building elevations have not been provided thus staff could not confirm the status of the articulation.

Building Height. The maximum building height for a MUPUD project is 45 feet. The apartment buildings are 47'-0", to the top of the staircase towers based on the previous building elevations. A mean height elevation was not provided on the previous elevations.

***Other possible waivers which may be waived by the Township Board as part of the MUPUD:***

Setback from water features

Section 86-471 outlines requirements for setbacks from water features. Water features setbacks are associated with the Smith Drain with a 50 foot wide structure and grading setback and a 25 foot wide natural vegetation strip, as measured from the top of the bank of the Smith Drain. The setbacks are not shown on the submitted plans. Waivers may be granted should work be proposed within the 50 foot water features setbacks from a county drain.

The four wetlands shown on the plans are based on the recent wetland delineation from November 2015. A 20-foot wide structure and grading setback/natural vegetation buffer is required for the regulated and mitigated wetland areas, however a grading plan was not provided. Waivers may be granted should work be proposed within the water features setbacks.

Wetlands may exist within the Smith Drain with associated wetland setbacks, however wetland delineations or verifications have not been done.

As noted before, a joint wetland use permit from the Township and the State is required for any work in a regulated wetland. The applicant has not provided sufficient information on the plans for staff to determine potential impacts to the wetlands which may require waivers, separate approvals, or permits.

Window coverage

Per Section 86-440(f)(1)b.3., a minimum 50 percent window coverage must be provided on street level façades of a non-residential building. Elevation drawings of the retail market are provided however the applicant has indicated the drawings are conceptual in nature and will be finalized at a later date.

***The following information summarizes the project's compliance with other MUPUD ordinance standards and standards for development in the C-2 district.***

Location. The original project area was conditionally rezoned to C-2 (Commercial). The additional property shown on the revised plans is zoned C-2 (Commercial). Any use permitted by right or by special use permit in the underlying zoning as well as residential uses, is permitted in the MUPUD.

**MUPUD #15024 (T.A. Forsberg, Inc. & WestPac Michigan)**  
**Planning Commission (2/19/16)**  
**Page 9**

Uses and Density. Single- and multiple-family uses are allowed up to a density of 14 dwelling units per acre when a site is being redeveloped for a use permitted by right or by special use permit in the underlying district and on the same parcel of land (Section 86-440(c)(2)c.). The density, based on 37.29 acres, is 9.5 dwelling units per acre (354 over 37.29 acres).

Amenities. One or more amenities are required for every MUPUD project and should represent multiple categories from the list: Conservation; Environment; Accessibility; Parks, Recreation and Culture; Social Interaction; and Site and Building Design. Guidelines for acceptable amenities are found in Section 86-440(e)(2) of the MUPUD ordinance.

The site plan lists the following amenities on Sheet 10:

1. Recycle center
2. Township path system
3. Covered bicycle parking/storage
4. Pocket parks (with one pavilion shown in a pocket park)
5. Public eating plaza
6. Uncovered bicycle racks
7. Public art
8. Bike repair station
9. Rehabilitation of a degraded site
10. 1<sup>st</sup> floor awnings and upper floor balconies
11. Underground utilities
12. Consolidation of multiple land parcels

The applicant listed the following additional amenities in the project summary that was submitted with the previous plans:

- Internal foot and bicycle pathways and sidewalks that connect with the Township's pedestrian/bicycle pathway system
- Porches
- Public recreation services
- Public cultural venue with open area, stage, and gazebo
- Outdoor gathering spaces for residents and public
- LED light fixtures for outdoor lighting.
- A fishing pier is proposed on the east side of the detention pond, which may need a special use permit if located in the floodplain

At the public hearing on August 10, 2105 the applicant referenced a letter, dated August 10, 2015, from the Greater Lansing Housing Coalition (GLHC). The letter stated its support of the project and noted 3% of the apartment units were to be set aside for low-to-moderate income individuals and families. This equates to eleven apartment units.

Building materials. Per the information previously submitted, the exterior finish materials for the proposed buildings may include stone veneer, vertical corrugated metal siding, vinyl siding, fiber cement panels, Corten metal siding, and exposed steel. The mixed use ordinance discourages the use of vinyl and metal siding.

Railings, benches, trash receptacles, or bicycle racks. Accessory items shall be of commercial quality and complement the building design and style, per Section 86-440(f)(2)b.5. Bicycle racks and enclosed bike parking facilities are planned however specific details have not been provided for consideration (bike rack specifications and elevations of the bike parking facilities). Pipe railings are shown on the balconies. Specifications on benches or seating have not been provided.

A recycling center is proposed north of 2398 Jolly Road (existing retail building) however elevation drawings of the enclosure were not provided.

Bicycle Parking. Section 86-440(f)(3)d. states bicycle parking shall be separated from automobile parking in visible locations. The site plan states 224 bicycle parking spaces (112 bicycle racks) are provided which includes covered bicycle parking (48 covered spaces). The previous plan had 244 bicycle parking spaces which included 60 covered bicycle parking spaces.

Location of parking areas. The MUPUD ordinance encourages parking to be located on the side or rear of a building, per Section 86-440(f)(3)c. The site plan shows parking on the front and rear sides of the buildings. Additional parallel parking spaces are shown on Jolly Oak Road, Water Lily Way, and on internal access drives.

Lighting. The MUPUD ordinance indicates site lighting shall comply with the Outdoor Lighting Ordinance, Section 38-371 and street lighting intended to provide illumination for pedestrians on the sidewalk shall not exceed 15 feet in height. The photometric plan previously submitted showed LED (outdoor) light fixtures. Further review of the photometric plan and outdoor light fixtures will occur during site plan review.

Signs. A sign program is generally required as part of the MUPUD application showing the style, size, number and location of signs, as outlined in Section 86-440(f)(6) of the ordinance. 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.

Sidewalks.

Sidewalk standards are outlined in Section 86-440(f)(7). In general sidewalks should be a minimum of five feet in width. Seven foot wide sidewalks are required when a sidewalk is located immediately adjacent to an off-street parking area or when it is part of the Township's Pedestrian/Bicycle Pathway system. The existing 7-foot wide Pedestrian/Bicycle pathway along the east side of Jolly Oak Road will connect into the subject site, however the exact route is under discussion at this time between the applicant and the Township's Engineering Department.

A cross-country trail is shown along the east side of the pond and travels south into the development. Internal circulation is provided via 5 foot and 7 foot wide sidewalks around the proposed buildings, with connections to the pathway, playgrounds and open space areas.

### **Other Comments**

The Township Development Review Committee reviewed the plans and offered the following comments.

#### Fire Department:

- A fire suppression system is required for the proposed buildings.
- Fire alarms are required.
- Access for fire and safety vehicles appears to be adequate throughout the site.
- Additional fire hydrants may be required dependent on the fire suppression system.
- The retail center may require fire suppression.

#### Engineering

- If a restaurant or commercial kitchen is proposed for the retail center, an exterior grease interceptor is required.
- Special fees for the proposed sanitary sewer system are required (upstream benefit charges related to the Smith Drain).
- Easements for the existing water main and sanitary sewer mains on Water Lily Way are required.
- Work in the 100-year floodplain is proposed. Separate approvals are required from the Township, MDEQ, and FEMA, as applicable.

The applicant is requesting approval of the mixed use planned unit project in its entirety, with construction generally progressing from south to north. If not addressed at the time of approval, major amendments will be required for work in the 100-year floodplain and regulated wetlands. Additional approvals and permits from the Township, State, County, and Federal agencies may be required as well. To staff's knowledge, the applicant has not applied for any permits as of the date of this memorandum.

### **Planning Commission Options**

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

### **Attachments**

1. Staff memorandum for MUPUD #15024 dated August 7, 2015
2. Traffic Study, dated April 13, 2015, prepared by Bergmann Associates
3. Planning Commission minutes dated August 10, 2015
4. Letter from Greater Lansing Housing Coalition, dated August 10, 2015
5. Summary of building square footage, dated February 1, 2016
6. Communication from Will Randle, WestPac Michigan, dated February 4, 2016 (summary of revised project plans)
7. Communication from Will Randle, WestPac Michigan, dated February 8, 2016 (Okemos Pointe Brownfield Overview; Phase 1 Environmental Assessment Findings; and Sampling and Analysis Plan for Phase 2 Environmental Assessment)
8. Executed Confirmation for Phase 2 Environmental Assessment
9. Schematic Design Elevations of Retail Market and Mixed Use Building
10. Color Renderings of Revised Plans of Okemos Pointe
11. Site Plan dated July 20, 2015 (Sheet 1), prepared by KEBS, Inc.
12. Revised Site Plans dated January 25, 2016, prepared by KEBS, Inc.

**Mixed Use Planned Unit Development #15024  
(T.A. Forsberg, Inc. and WestPac Michigan)  
August 7, 2015**

**APPLICANT:** T.A. Forsberg, Inc. and WestPac Michigan  
919 West University Drive Suite 700  
Rochester, MI 48307

**STATUS OF APPLICANT** Owner (Forsberg Family)

**REQUEST:** Construct a mixed use planned unit development project

**CURRENT ZONING:** C-2 (Commercial)\*

**LOCATION:** North of Jolly Road, north and west of Jolly Oak Road and north of Farrins parkway

**AREA OF SUBJECT SITE:** Approximately 33.73 acres

**EXISTING LAND USE:** Industrial/Office/Warehouse buildings and Undeveloped

**FUTURE LAND USE:** Residential 5.0-8.0 dwelling units per acre (du/a) and Office

**EXISTING LAND USES  
IN AREA**

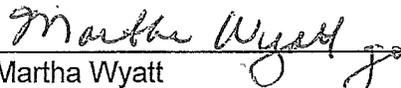
North: Coyote Creek condominiums & Consumers Energy  
Right-of-Way  
South: Commercial and Farrins Parkway  
East: Office building and hotel  
West: Single-family residential

**CURRENT ZONING IN AREA:** North: RD (Multiple Family, 8 units per acre)  
South: C-2 (Commercial)  
East: PO (Professional and Office)  
West: RR (Rural Residential) and RA (Single family,  
Medium Density) residential

**FUTURE LAND USE MAP:** North: Institutional  
South: Commercial and Office  
East: Commercial, Office, & Residential 5.0-8.0 du/a  
West: Residential 0.5-1.25 du/a & Res. 1.25-3.5 du/a

# MEMORANDUM

**TO:** Planning Commission

**FROM:**   
Martha Wyatt  
Associate Planner/Landscape Architect

**DATE:** August 7, 2015, 2015

**RE:** MUPUD #15024 (T.A. Forsberg, Inc. & WestPac Michigan) request to develop a mixed use planned unit development in Section 33 (north of Jolly Road, west of Jolly Oak Road, and north of Farrins Parkway)

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T.A. Forsberg, Inc. and WestPac Michigan have submitted a proposal to establish a mixed use planned unit development (MUPUD) on multiple parcels located north of Jolly Road, west of Jolly Oak Road, and north of Farrins Parkway. The site, approximately 33.73 acres, is zoned C-2 (Commercial) and is located in Section 33 of the Township. The subject area was rezoned from PO (Professional and Office), I (Industrial), RR (Rural Residential) and C-2 (Commercial) to C-2 (Commercial) under Rezoning #15010, making the entire site zoned C-2. The rezoning was approved with a voluntary offer of a condition limiting development to a mixed use planned unit development with a restriction of no more than 18 units per acre as allowed under the density bonus provisions in the MUPUD ordinance (Section 86-440).

The project, called Okemos Pointe, consists of 21 multi-story apartment buildings, a stand-alone leasing office/club house, and a fitness center (Lifestyle Community Center), utilizing the existing building at 2362 Jolly Oak Road, which is to be renovated for the fitness center. The site has frontage on one public street, Jolly Oak Road but can be accessed from Farrins Parkway (private Road), Water Lily Way (road status undetermined), and Jolly Road at the existing Forsberg Commercial Real Estate Agency entrance drive at 2446 Jolly Road.

A mix of studio, one, two, and three bedroom apartments is shown, with a total of 378 apartment units and 642 beds. The proposed density is approximately 11.2 dwelling units per acre (378 dwelling units over 33.73 acres). The applicant intends to construct the development in two phases. The first phase includes 10 apartment buildings in the southwest section of the site (Meadow group), leasing office, and fitness center. The second phase includes the construction of the remaining 11 apartment buildings.

The residential portion of the project is approximately 546,500 square feet. The commercial space includes the leasing office (3,000 square feet) and fitness center (up to 30,000 square feet) which totals approximately 33,000 square feet. The combined total of all 23 buildings is approximately 579,500 gross square feet.

The proposed amenities include significantly increased pervious surfaces; rehabilitation of degraded sites; foot and bicycle pathways and sidewalks that connect with the Township pedestrian/bicycle pathway system; covered bicycle parking/storage; bike repair station; first floor awnings and upper floor balconies; porches; public recreation services; public cultural venues; public art; outdoor gathering spaces for residents and public; underground utilities; and LED light fixtures for outdoor lighting.

**MUPUD #15024 (T.A. Forsberg, Inc. & WestPac Michigan)  
Planning Commission (8/7/15)  
Page 2**

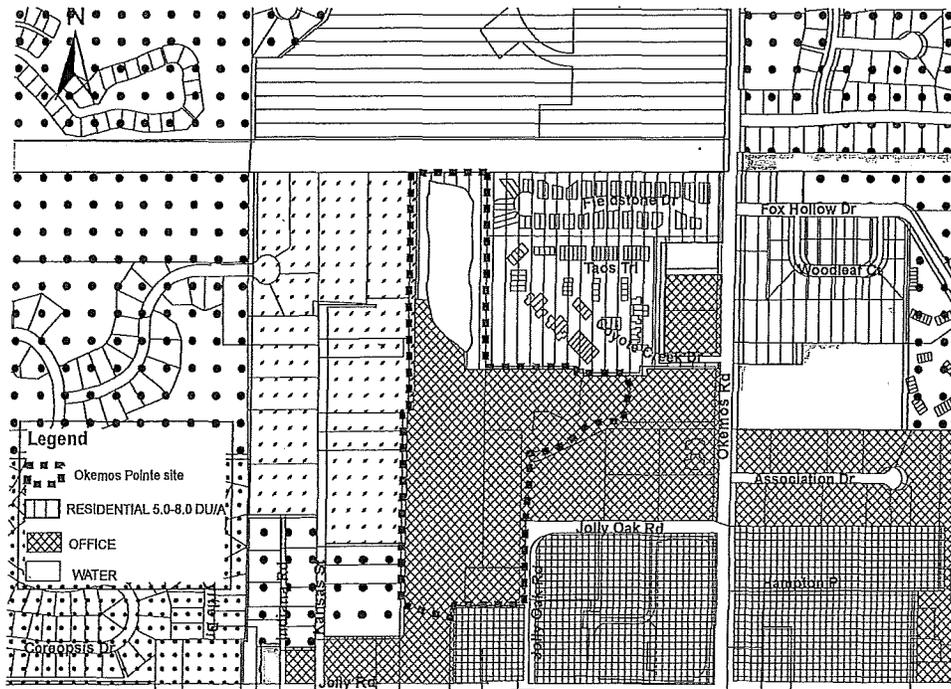
Additional amenities will be discussed in the Staff Analysis section of this memorandum.

A special use permit (SUP #15101) is also required for a building or group of buildings greater than 25,000 square feet in gross floor area; it is being processed concurrently with the MUPUD. The Planning Commission will make recommendations to the Township Board on both requests.

The applicant has requested a decision from the Planning Commission the same night as the public hearing for MUPUD #15024 and SUP #15101.

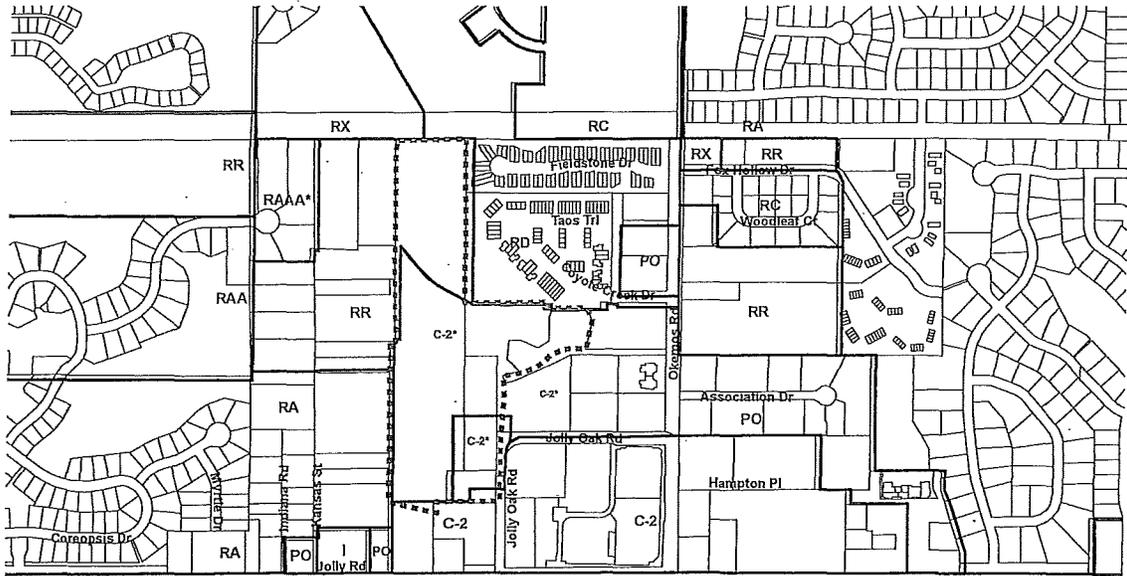
As an informational note, the site plans prepared by KEBS, Inc. do not include the acreage generally associated with the wetlands on the east end of the property, thus the size of the project area as stated on Sheet 1 is 31.53 acres. The actual project area is the same area as rezoned under REZ #15010, and is 33.73 acres in size.

**FUTURE LAND USE MAP**



The properties in the project area are designated on the Future Land Use Map of the 2005 Master Plan as Residential 5.0-8.0 dwelling units per acre (du/a) and Office.

### ZONING MAP



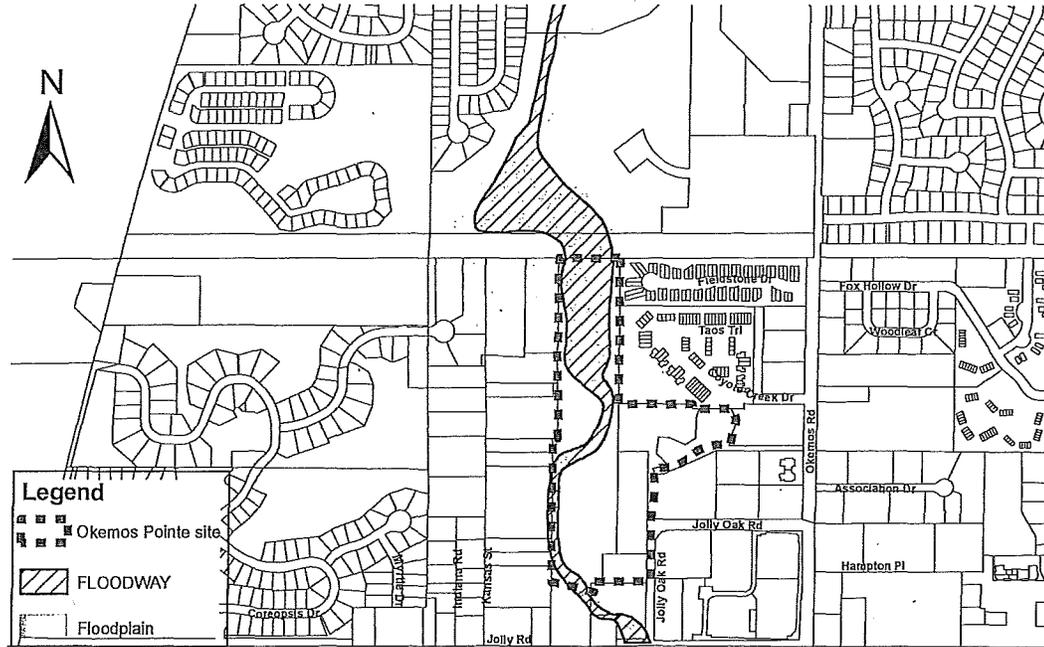
The subject site is conditionally zoned C-2\* (Commercial). The C-2 zoning district requires a minimum lot area of 4,000 square feet and 100 feet of lot width. At approximately 33.73 acres, the subject site exceeds the minimum lot area and also exceeds the lot width with approximately 420 feet of frontage along Jolly Oak Road.

#### Physical Features

The majority of the site is undeveloped. Three structures, a 19,500 square foot industrial/light manufacturing building (2362 Jolly Oak Road), a 9,040 square foot office/warehouse/storage building and a 2,400 square foot storage/warehouse building (both addressed as 2360 Jolly Oak Road) currently occupy the approximate three acre site (formerly zoned Industrial) located on Jolly Oak Road. The area behind the three buildings has been used to park and store construction equipment and semi-trailers associated with industrial uses. Wooded areas occur near the west property line and to the east and north of Farrins Parkway. The Smith Drain pond is located on land furthest to the north. Three wetland areas are located in the northeastern portion of the site, north of Farrins Parkway.

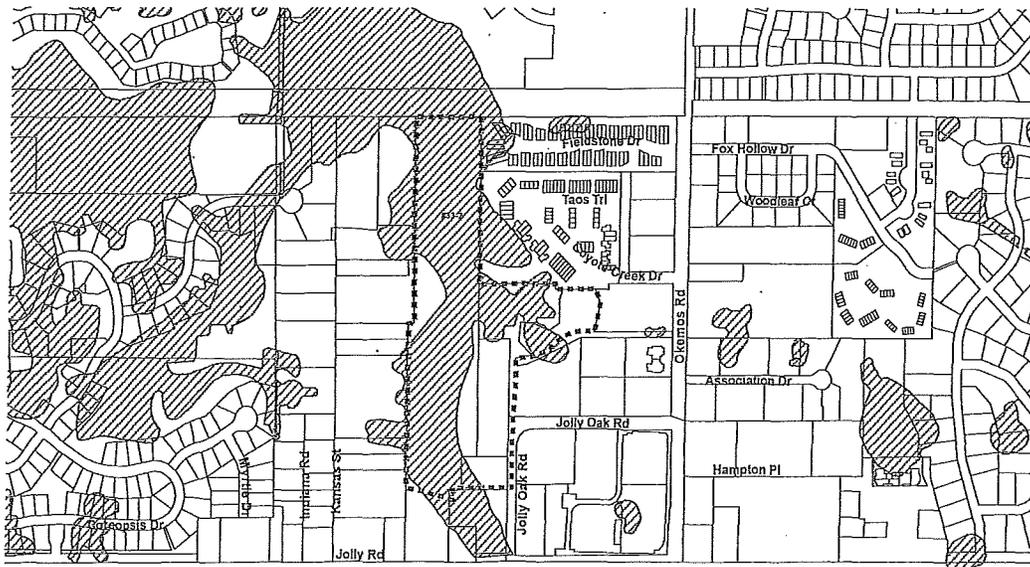
Topographically, the site is gently sloping east of the Smith Drain with elevations ranging from 866.4 feet above mean sea level to approximately 875 feet above mean sea level. South of the Smith Drain pond and west of the drain, elevations rise to a high of 884 feet above mean sea level.

**Floodplain**



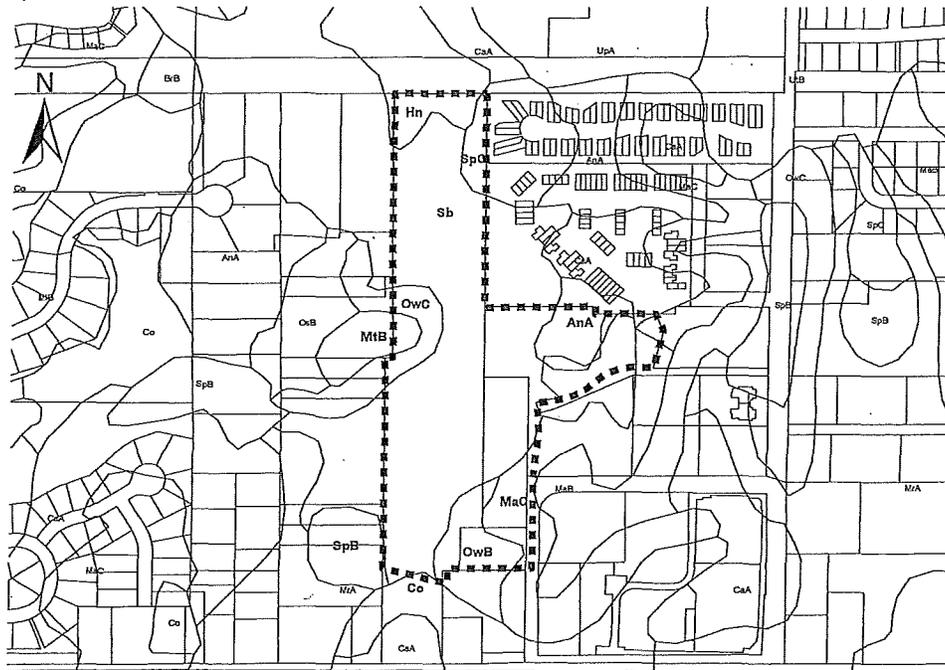
Flood Insurance Rate Maps (FIRM) for Meridian Township show floodway and floodway fringe areas are present on the site, in areas associated with the Smith Drain and Smith Drain pond. Two drain crossings were constructed in the Smith Drain as part of the expansion of the Smith Drain pond in 1991. The drain crossings are shown on the site plans, however details have not been provided regarding any improvements to the crossing as part of the proposed MUPUD project, such as widening the crossings, adding guardrails, curb and gutter, or other improvements that may involve work in the floodway or floodplain. Separate approvals are required for work in the floodway and floodway fringe.

**Wetlands**



The Township Wetland Map shows a portion of Wetland #33-2 occurring on the site, however the wetland areas shown in the map above may be considerably smaller than depicted. Based on the applicant's Natural Features Assessment Report, four separate wetland areas were found on the site. Two wetlands are located north of Farrins Parkway and are interconnected by a swale. The third wetland is west and north of the two connected wetlands and may be part of a larger off-site wetland on the Coyote Creek Condominium property. The fourth wetland area is located around the periphery of the north end of the detention pond. As a point of information, the Smith Drain pond was constructed as a detention pond in the 1990's and is not a considered a regulated wetland.

**Soils**

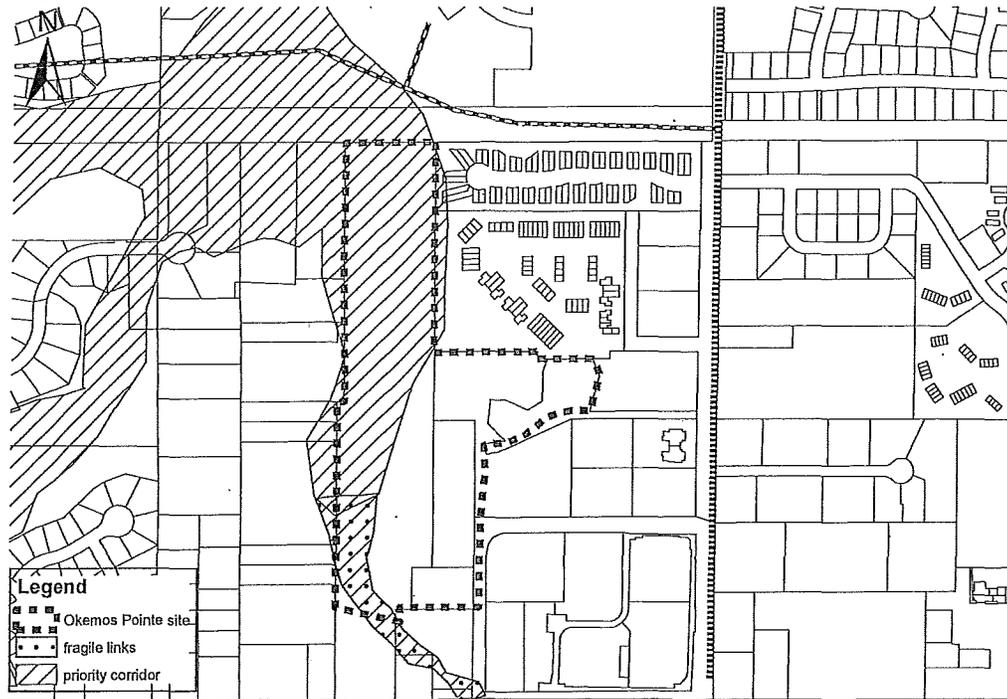


The following chart summarizes soil information for the site:

SOIL ASSOCIATION	SEVERE LIMITATIONS
AnA (Aubbeenaubee)	Wetness
Co (Colwood)	Low Strength, Ponding
Hn (Houghton)	Subsides, Ponding, Low Strength
MaC (Marlette)	Slope
MtB (Metea)	None
OwB (Owosso)	None
OwC (Owosso)	None
Sb (Sebewa)	Ponding
SpC (Spinks)	Slope

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

**Greenspace Plan**



The Township Greenspace Plan shows a Priority Corridor running north to south along the Smith Drain, including the detention pond. The southern portion of the Priority Corridor is also considered a Fragile Link.

The Township Greenspace Plan, like the Township Wetland Map, is a guide; it is not intended to serve as a detailed map at the parcel level. Instead it should be used as a general guide in determining where priority corridors and fragile links should be located.

**Streets and Traffic**

The site has frontage on Jolly Oak Road which is a public street. The two-lane Jolly Oak Road is designated as a local street on the Street Setbacks and Service Drives Map, Section 86-365 of the zoning ordinance. It connects with both Okemos Road to the east of the site and Jolly Road south of the site.

Water Lily Way is shown on the plans as providing access to the site however it is unclear as to its designation as being a public or private street. In 1999 the Planning Commission authorized the extension of Jolly Oak Road to the north, as a public street to be named Water Lily Way. In recent years, curb and gutter have been installed but the road has not been paved. A final core of asphalt is required. The Ingham County Road Department (ICRD) will not accept the road as public until it is completed to its standards and inspected. The applicant has not indicated if the street will be public or private.

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Access to the site is also provided via Jolly Road at the existing Forsberg Commercial Real Estate Agency entrance drive at 2446 Jolly Road.

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

Internal drives provide access to the apartment buildings, parking areas, fitness center, and other destination points in the development. A covered loading ramp is shown west of the fitness center in the parking lot.

A revised Traffic Impact Study, dated April 13, 2015, prepared by Bergmann Associates, was provided by the applicant under REZ #15010. The revised study reflected the reduction in acreage of the original rezoning request and the number of anticipated residential units (250 units reduced to 191 units per phase). Comments from the Ingham County Road Department were also addressed. A summary of the revisions appears in the front of the revised traffic study.

The applicant sent copies of the development plans to the Ingham County Road Department (ICRD) for their review. Written comments from the ICRD were not provided prior to the completion of this memorandum.

### **Utilities**

The Department of Public Works and Engineering has indicated municipal water and sanitary sewer are available to serve the site. The utility plans will be finalized during site plan review. The site plan shows a schematic layout for stormwater management which includes pretreatment areas scattered throughout the development. A more thorough stormwater management plan including calculations will be required during site plan review. The Smith Drain Study is currently underway in the subject area and recommendations from the study may impact the conceptual stormwater plans. Review and approval from the Ingham County Drain Commissioner's office will also be required.

The applicant sent copies of the development plans to the Ingham County Drain Commissioner's office (ICDC) for their review. Written comments from the ICDC were not been provided prior to the completion of this memorandum.

### **Staff Analysis**

The proposed project is a request to redevelop a portion of the site and establish a mixed use planned unit development (MUPUD) on an approximate 33.73 acre site. The project includes 21 multi-story apartment buildings, a 1-story leasing office, and a renovated industrial manufacturing building to become a fitness center. The apartment buildings are predominately 3-stories (in the middle) and the end units are 4-stories. The total height is 47'-0" as measured to the highest point on the apartment building (staircase towers). The 378 apartments include a mix of studio, 1 bed, 2 bed, and 3 bedroom units. Sample floor plans are provided. The total square footage of the 21 residential buildings is approximately 546,500 square feet

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The leasing office/clubhouse is approximately 3,000 square feet. Perspective views of the building are provided. Details on the clubhouse such as floor plans and types of services offered in the clubhouse were not submitted.

The fitness center will be housed in the remodeled industrial building, which is 2-stories tall in the front half of the building. An upper level track may be located on the second floor. An outdoor swimming pool is located north of the fitness center and may be covered for winter use. The fitness center may reach up to 30,000 square feet in size per the applicant, if a 2<sup>nd</sup> level fitness track is added. The pool and pool deck are included in the 30,000 square foot figure..

Approximately two acres of the site are dedicated to the leasing office and fitness center. Parking is provided around the leasing office and the fitness center for their patrons.

The project will be constructed in two phases as shown on the phasing plan. Phase 1 includes the construction of 7 apartment buildings (Buildings M1-M6 and M10), the leasing office, and fitness center. The remaining 14 apartment buildings will be completed in Phase 2. A phasing plan for the proposed amenities was not provided. The residential portion of the project (21 apartment buildings) covers approximately 16 acres of the site, including parking. Surface lot parking and 21 carports are provided for the residents.

Although the plans show the floodplain, floodplain elevations are not provided. A proposed grading plan has not been provided either; therefore staff could not determine if work or structures are proposed within the 100-year floodplain. A special use permit would be required for work in the 100-year floodplain, with approvals and permits from the Township and the Michigan Department of Environmental Quality (MDEQ).

The MUPUD ordinance generally waives the standard requirements for lot size, yards, frontage requirements, building, parking, wetland setbacks, maximum impervious surface regulations, and type and size of dwelling unit, provided the purpose and intent of the ordinance are incorporated into the overall development plan. The MUPUD ordinance provides flexibility for the Planning Commission and Township Board to set appropriate standards during the review process (Section 86-440(f)(1)).

*The following waivers are assumed:*

Building and Parking Setbacks (Commercial adjacent to Residential Zoning)

Section 86-404(b)(3) requires a 100 foot rear or side yard setback, or a 60 foot setback if a double row of conifer trees is provided, when a commercially zoned property is adjacent to residential zoning. The setback applies to a building, parking, access drive, or other structure. The properties to the west are zoned RR (Rural Residential) and the properties located north of the subject site (Coyote Creek Condominiums) are zoned RD (Multiple Family, Low Density). Several of the apartment buildings and three carport structures do not meet the required setback as summarized below:

Building	Proposed Setback
F3	48.14 feet
M2	91.95 feet
M3	93.48 feet
M7	96.13 feet
P6	19.91 feet
P7	9.93 feet
P8	30 feet
2 Carports (NW corner of site)	35 feet
1 Carport (S. of Bldg. F3)	70 feet

The parking areas south of Building F3, P6, and P7 do not meet the 100 foot setback from a residential zoning district.

#### Building setbacks from the street

The required front yard setback for a building along Joly Oak Road is 25 feet from the street right-of-way (ROW). The leasing office is located 5 feet from the ROW. For buildings located along Water Lily Way, Building P1 is 10 feet from the property line and Building P2 is 21 feet from the property line. Typically the same front yard setback for a public street is used for a private street, thus the front yard setback along Water Lily Way is 25 feet from the property line, or right-of-way.

#### Parking Area Setbacks

The required setback for parking or its associated internal access drive is 20 feet where adjoining a public street. The parking area south of the leasing building is 5 feet from the street ROW.

Where adjoining the same or other nonresidential district, the setback for parking is 15 feet. The parking area south of the fitness center is 2.81 feet from the property line.

#### Setback from water features

Section 86-471 outlines requirements for setbacks from water features. Water features setbacks are associated with the Smith Drain; a 50 foot wide structure and grading setback and a 25 foot wide natural vegetation strip, as measured from the top of the bank of the Smith Drain. The setbacks are not shown on the submitted plans. Waivers can be granted should work be proposed within the 50 foot water features setbacks from a county drain.

The applicant will be required to delineate the four wetlands, which will be reviewed by the Township's Environmental Consultant. Once the wetlands delineations are finalized, the wetlands and associated setbacks (structure and grading, and natural vegetation strip) can be shown on the site plans. Waivers can be granted should work be proposed within the water features setbacks.

Any drainage into or out of a regulated wetland may require a wetland use permit from the Township and the State. The applicant has not provided sufficient information on the plans for staff to determine potential impacts to the wetlands which may require waivers, separate approvals, or permits.

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*The following may require variances:*

Architectural design

Section 86-440(f)(2)b.2. of the MUPUD ordinance states that buildings wider than 50 feet shall be divided into increments of not more than 50 feet through articulation of the façade. Scaled building elevations have not been provided thus staff could not confirm the status of the articulation.

Building Height. The maximum building height for a MUPUD project is 45 feet. The apartment buildings are 47'-0", to the top of the staircase towers. A mean height elevation was not provided on the elevations.

Window coverage

Per Section 86-440(f)(1)b.3., a minimum 50 percent window coverage must be provided on street level façades of a non-residential building. Detailed elevation drawings of the fitness center and leasing office were not provided to determine if the buildings meet this standard.

**Other**

Parking Requirements

The MUPUD ordinance states the number of required off-street parking spaces shall comply with Section 86-755 however the Township Board may reduce the required number per Section 86-440(f)(3)b of the MUPUD ordinance. Standard motor vehicle parking requirements for commercial uses and multiple-family uses in Section 86-755 are as follows:

Motor Vehicle Parking:

Multiple-Family Use	2 spaces for each dwelling unit plus 25% for future parking
Commercial	4 to 4½ spaces per 1,000 gross square feet (25,000 gross square feet or greater)

A typical 378 multiple family housing project would be required to construct 756 parking spaces and reserve an area where 189 additional parking spaces could be constructed if the need arose. Parking for commercial uses requires a minimum of 4 spaces and a maximum of 4.5 spaces per 1,000 gross square feet of commercial space.

The commercial uses include the 3,000 square foot leasing office/clubhouse and the 30,000 square foot fitness center, for a total of 33,000 square feet. A minimum of 132 and a maximum of 149 parking spaces would be required.

The proposed project, including 189 future residential parking spaces, would require a combined (minimum) total of 1,077 parking spaces (residential plus commercial uses). The plan shows 692 parking spaces thus the site is short 385 parking spaces using the traditional parking standards. The number of required motor vehicle parking spaces could be reduced up to 10% (108 parking spaces) when bicycle parking is provided, thus the total number of required motor vehicle parking would be 956 spaces. A reduction of one motor vehicle parking space is allowed for every two bicycle parking spaces provided on-site, but no more than 10% of the required number of motor vehicle parking spaces (Section 86-760).

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Twenty-nine on-street parallel parking spaces are shown along the west side of Jolly Oak Road and Water Lily Way. On-street parking on a public street is subject to the review and approval by the Ingham County Road Department. On-street parking on a private street will be reviewed by Township staff for appropriate design standards and safety (Fire Department).

Landscaping Requirements

Landscaping should generally comply with the provisions of the Code of Ordinances per Section 86-440(f)(4) of the MUPUD ordinance.

Section 86-758 outlines the typical landscape requirements for off-street parking areas including: landscaped islands at least 10 feet in width, a minimum of 200 square feet of interior landscaping for every ten parking spaces and two interior canopy trees per ten parking spaces. Section 86-473 provides standards for street trees. A landscape plan has not been provided for the proposed development thus staff could not determine if the project generally complies with the typical landscaping requirements.

***The following information summarizes the project's compliance with other MUPUD ordinance standards and standards for development in the C-2 district.***

Location. The project site is zoned C-2 (Commercial). Any use permitted by right or by special use permit in the underlying zoning as well as residential uses, is permitted in the MUPUD.

Uses and Density. Single- and multiple-family uses are allowed up to a density of 14 dwelling units per acre when a site is being redeveloped for a use permitted by right or by special use permit in the underlying district and on the same parcel of land (Section 86-440(c)(2)c.). The plan shows a total of 378 residential units spread over approximately 33.73 acres, resulting in an overall residential density of approximately 11.2 dwelling units per acre (du/a). The rezoning of the property (REZ #15010) was approved with a voluntary offer of a condition limiting development to a mixed use planned unit development with a restriction of no more than 18 units per acre as allowed under the density bonus provisions in the ordinance.

Amenities. One or more amenities are required for every MUPUD project and should represent multiple categories from the list: Conservation; Environment; Accessibility; Parks, Recreation and Culture; Social Interaction; and Site and Building Design. Guidelines for acceptable amenities are found in Section 86-440(e)(2) of the MUPUD ordinance.

The site plan lists the following amenities on Sheet 10:

1. Recycle center
2. Township path system
3. Covered bicycle parking/storage
4. Pocket parks (with one pavilion shown in a pocket park)
5. Public eating plaza
6. Uncovered bicycle racks
7. Public art
8. Bike repair station
9. Rehabilitation of a degraded site
10. 1<sup>st</sup> floor awnings and upper floor balconies
11. Underground utilities
12. Consolidation of multiple land parcels

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The applicant listed the following additional amenities in the project summary:

- Internal foot and bicycle pathways and sidewalks that connect with the Township's pedestrian/bicycle pathway system
- Porches
- Public recreation services
- Public cultural venue with open area, stage, and gazebo
- Outdoor gathering spaces for residents and public
- LED light fixtures for outdoor lighting.

A fishing pier is proposed on the east side of the detention pond.

Building materials. Sample building materials will be provided at the public hearing. Per the building elevations, the exterior finish materials may include stone veneer, vertical corrugated metal siding, vinyl siding, fiber cement panels, Corten metal siding, and exposed steel. Some drawings indicate a reduction of the stone veneer, pipe railings, and the use of more vinyl siding in place of the vertical corrugated metal siding. The mixed use ordinance discourages the use of vinyl and metal siding.

Railings, benches, trash receptacles, or bicycle racks. Accessory items shall be of commercial quality and complement the building design and style, per Section 86-440(f)(2)b.5. Bicycle racks and enclosed bike parking facilities are planned however specific details have not been provided for consideration (bike rack specifications and elevations of the bike parking facilities). Pipe railings are shown on the balconies. Specifications on benches or seating have not been provided.

A recycling center is proposed near the fitness center (southwest corner of the building) however elevation drawings of the enclosure were not provided.

Bicycle Parking. Section 86-440(f)(3)d. states bicycle parking shall be separated from automobile parking in visible locations. The site plan states 244 bicycle parking spaces (122 bicycle racks) are provided which includes covered bicycle parking (60 spaces in 5 different locations).

Location of parking areas. The MUPUD ordinance encourages parking to be located on the side or rear of a building, per Section 86-440(f)(3)c. The site plan shows parking on the front and rear sides of the buildings. Additional parallel parking spaces are shown on Jolly Oak Road, Water Lily Way, and on internal access drives.

Lighting. The MUPUD ordinance indicates site lighting shall comply with the Outdoor Lighting Ordinance, Section 38-371 and street lighting intended to provide illumination for pedestrians on the sidewalk shall not exceed 15 feet in height. A photometric plan has been submitted showing LED lighting (outdoor lighting), however specification sheets for the light fixtures have not been submitted.

Signs. A sign program is generally required as part of the MUPUD application showing the style, size, number and location of signs, as outlined in Section 86-440(f)(6) of the ordinance. 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.

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A sign program has been submitted but sign drawings were not provided. One freestanding sign (Welcome sign), is located at the intersection of Jolly Oak Road (E-W) and Water Lily Way. The stated size is up to 40 square feet and up to 5 feet high. Two wall signs are proposed on the fitness center, listed as 100 square feet on the front and 200 square feet on the side.

Sidewalks.

Sidewalk standards are outlined in Section 86-440(f)(7). In general sidewalks should be a minimum of five feet in width. Seven foot wide sidewalks are required when a sidewalk is located immediately adjacent to an off-street parking area or when it is part of the Township's Pedestrian/Bicycle Pathway system. The 7-foot wide Pedestrian/Bicycle pathway along the east side of Jolly Oak Road will be extended north through the proposed apartment complex (near Building P4 and P6), turn west and then north along the detention pond, to connect to the existing Township pathway system located in the Consumers Energy easement (north of the subject site).

Internal circulation is provided via 5 foot and 7 foot wide sidewalks around the proposed buildings, with connections to the pathway, playgrounds and open space areas.

*Development Review Committee comments:*

The Township Development Review Committee reviewed the plans and offered the following comments.

Fire Department:

- A fire suppression system is required for the proposed buildings.
- Fire alarms are required.
- Access for fire and safety vehicles appears to be adequate throughout the site.
- Additional fire hydrants may be required dependent on the fire suppression system.
- The fitness center may require fire suppression.

Engineering

- If a restaurant is proposed for the fitness center, an exterior grease interceptor is required.
- Special fees for the proposed sanitary sewer system are required (upstream benefit charges related to the Smith Drain).
- Easements for the existing water main and sanitary sewer mains on Water Lily Way are required.
- Work in the 100-year floodplain is proposed. Separate approvals are required from the Township, MDEQ, and FEMA.

**Planning Commission Options**

The Planning Commission may approve, approve with conditions or deny the special use permit. A resolution to approve the mixed use planned unit development is provided.

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**Attachments**

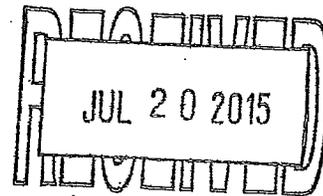
1. Resolution to Approve
2. Application and supporting materials
3. Communication from Brent Forsberg, dated August 5, 2015
4. Phasing Plan
5. Building Elevations/Perspective Drawings and Floor Plans
6. Site Plans

G:\commun plng & dev\plng\mixed use planned unit development\2015\mupud 15024 (Okemos Pointe)\staff reports\mupud pc1



# ***WestPac Campus Communities Housing Development Traffic Study***

***April 13, 2015***



 **Bergmann**  
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## Appendices

**Appendix A – Proposed Site Plan**

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**Appendix F – Right-Turn Lane Warrants**

**I. PURPOSE AND SCOPE**

WestPac Campus Communities, LLC is proposing a new apartment complex in Meridian Township, Ingham County, MI. This Traffic Impact Study (TIS) has been prepared to document the existing traffic conditions of the study area and to evaluate the estimated future traffic conditions and impacts as a result of the proposed development. The development assumptions under which this study was conducted was that the proposed development would consist of two phases as follows:

**Table 1: Proposed Construction**

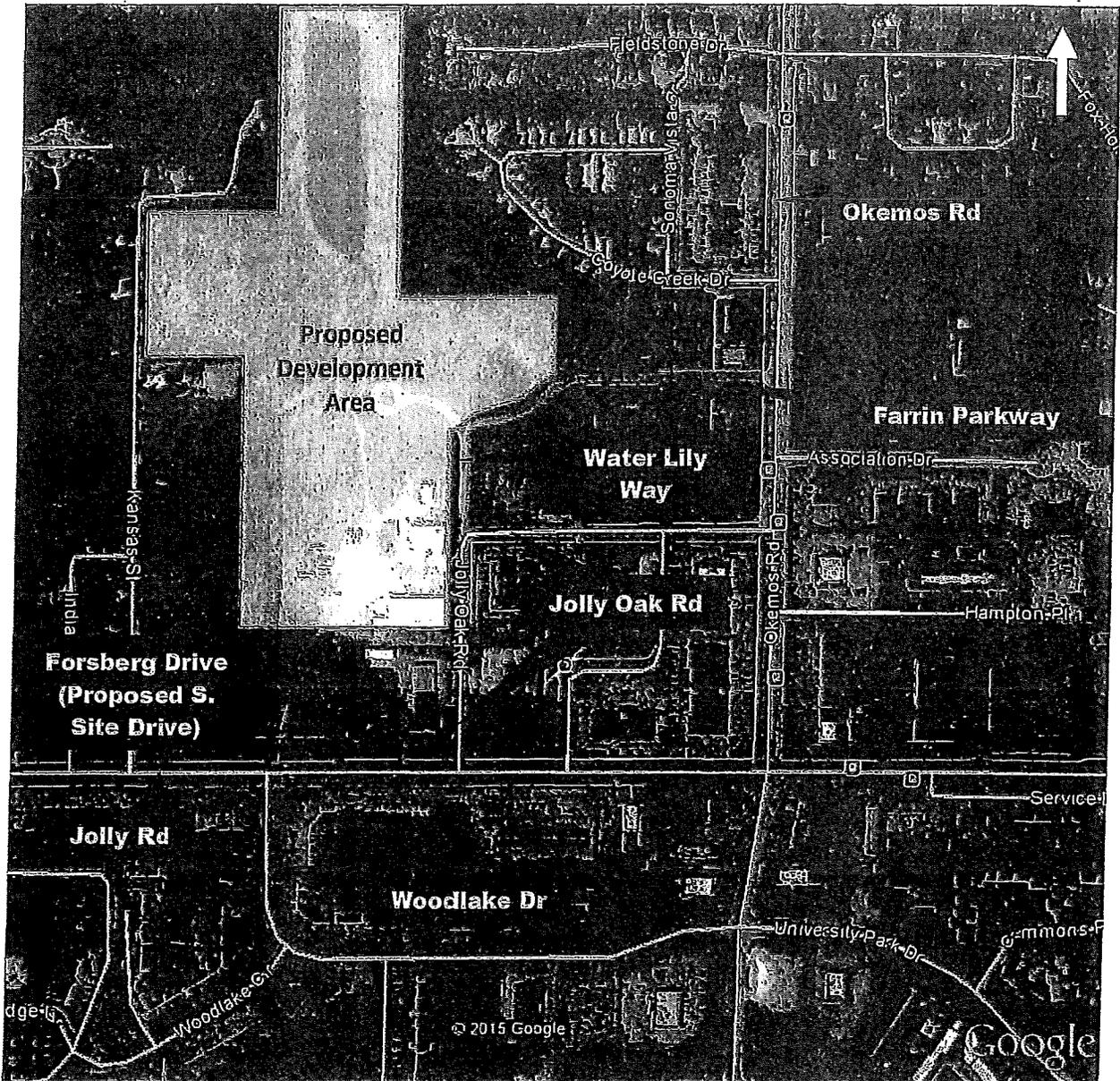
Development Type	Number of Additional Units	Estimated Time of Completion
Phase 1: Apartments	191 Units	2016
Phase 2: Apartments	191 Units	2018

The project site is located in the northwest quadrant of the Okemos Road and Jolly Road intersection (See Figure 1). Please refer to Appendix A for the proposed site plan for the development. The intent of this traffic impact study is to document the existing traffic conditions and evaluate the potential transportation impacts of the proposed development on the surrounding roadway transportation system, if any.

The following methodology was used to conduct this study:

1. Conduct site visits to obtain roadway geometry and observe traffic operations.
2. Perform manual turning movement counts at study area intersections and summarize the existing weekday morning and evening peak hour traffic volumes.
3. Project the existing traffic volumes to the proposed construction years. Phase 1 is estimated to be completed in 2016 and Phase 2 in 2018. Each phase will consist of the construction of 191 apartment dwelling units.
4. Estimate the number of new trips generated by the proposed development, distribute the trips on the surrounding roadways, and add the projected trips to the background traffic volumes.
5. Evaluate the traffic operations of study area intersections under existing traffic conditions and future traffic conditions, with and without the proposed project for both Phase 1 and Phase 2.
6. Summarize existing and future traffic operational deficiencies, potential impacts of the proposed development on the roadway system and identify mitigation measures for future deficiencies caused by the proposed development, if any.

Figure 1: Project Area Map



## **II. EXISTING CONDITIONS**

### **A. Study Area Roadways**

#### **1. Okemos Road**

Okemos Road is classified as a north-south minor arterial within the study area however, it functions as a major arterial. From its intersection with Jolly Road north thru the study area, Okemos Road consists of two (2) 12-foot wide concrete travel lanes in each direction with a 12-foot, two-way center left-turn lane.

The pavement along Okemos Road in the study area is in good condition. The posted speed limit is 45 mph within the study limits. Land use along Okemos Road in the study area is primarily commercial.

#### **2. Jolly Road**

Jolly Road is an east-west minor arterial that consists of two (2) 12-ft wide HMA travel lanes in each direction with a 12-ft two-way center left turn lane within the study area. The travel lanes are bounded by curb and gutter and enclosed drainage. The existing pavement is in good condition.

A speed limit of 45 mph is posted on Jolly Road within the study area. Land use along Jolly Road is primarily commercial thru the study area.

#### **3. Jolly Oak Road**

Jolly Oak Road is a collector roadway that provides access to commercial properties in the NW quadrant of the Okemos Road & Jolly Road intersection. This roadway connects to Okemos Road and consists of two (2) 16-ft wide HMA travel lanes with curb and gutter and enclosed drainage. The pavement was noted as being in good condition during field review. Pursuant to a recent Traffic Control Order issued by the Michigan State Police, the speed limit on Jolly Oak Road is to be signed at 35 mph.

#### **4. Farrin Parkway**

Farrin Parkway is a collector roadway that provides access to commercial properties north of Jolly Oak Road. The roadway currently connects to Okemos Road and Water Lily Way and consists of two (2) lanes with widths that vary from 10-ft to 12-ft. No speed limit was posted on this roadway however was assumed to be 25 mph for the purposes of this study.

#### **5. Water Lily Way**

Water Lily Way is a collector roadway that connects Farrin Parkway to Jolly Oak Road and consists of two (2) 16-ft wide HMA travel lanes with curb and gutter and enclosed drainage. The pavement was noted as being in fair condition during field review. The speed limit was not posted along this roadway however was assumed to be 25 mph for the purposes of this study.

## **6. Forsberg Commercial Access Drive**

The Forsberg Commercial Access Driveway currently provides access to a small strip mall on Jolly Road. Per the site plan for the apartment complex, this driveway is proposed to be extended to provide access to the proposed development from Jolly Road. Currently, this driveway consists of two (2) lanes with widths that vary from 12-ft to 16-ft. Limited parking exists along the driveway. The pavement was noted as being in good condition during field review. No speed limit is posted on this driveway however was assumed to be 25 mph for the purposes of this study.

## **7. Woodlake Drive**

Woodlake Drive is a collector roadway that provides access to commercial properties and businesses in the SW quadrant of the Okemos Road & Jolly Road intersection. This roadway connects to both Jolly Road and Okemos Road and consists of two (2) 16-ft wide HMA travel lanes with curb and gutter and enclosed drainage. The pavement was noted as being in good condition during field review. The speed limit was not posted along this roadway however was assumed to be 25 mph for the purposes of this study.

### **B. Study Area Intersections (Listed west to east, south to north)**

#### **1. Jolly Road & Woodlake Drive / Forsberg Driveway**

Woodlake Drive and the commercial Forsberg Driveway connect to Jolly Road via an unsignalized intersection. The eastbound and westbound Jolly Road approaches are free flow and consist of one exclusive thru lane, one shared right-turn/thru lane and a shared two-way left-turn lane. On the west approach, the two-way left-turn lane ends approximately 250 ft west of the intersection. On the east approach, the two-way left-turn lane continues east beyond the intersection. All lane widths are 12-ft wide.

The stop controlled southbound approach (Forsberg Driveway) does not have pavement markings denoting lane assignments however, based upon field review, it was determined that the approach consisted of a shared right-turn/thru lane and an exclusive left-turn lane. Lane widths on this approach are approximately 11-ft wide to accommodate the lane usage.

The stop controlled northbound approach (Woodlake Drive) consists of a marked exclusive left-turn lane and a shared right-turn/thru lane with 12-ft wide lanes. Approximately 95 ft of vehicle storage is provided by the existing left-turn lane.

#### **2. Jolly Road & Jolly Oak Road**

Jolly Road meets Jolly Oak Road at an unsignalized intersection. Both the eastbound and westbound Jolly Road approaches are free flow and consist of one exclusive thru lane, one shared right-turn/thru lane and a shared two-way left-turn lane. All lane widths are 12-ft wide.

The stop controlled southbound Jolly Oak Road approach consists of one exclusive right-turn lane and one exclusive left-turn lane. Approximately 100 ft of vehicle storage is provided for the existing left-turn lane. All lane widths are 12-ft wide.

### **3. Okemos Road & Jolly Road**

Okemos Road intersects Jolly Road at a signalized intersection. The existing traffic signal is owned and operated by the Ingham County Road Department. All intersection approaches consist of one shared right-turn/thru lane, one exclusive thru lane and one exclusive left-turn lane. All lane widths are 12-feet. All of the existing exclusive left-turn lanes extend beyond the intersection as continuous two-way left-turn lanes.

### **4. Okemos Road & Jolly Oak Road**

Jolly Oak Road meets Okemos Road at an unsignalized intersection. The northbound Okemos Road approach consists of two exclusive thru lanes and a shared two-way left-turn lane that extends beyond the intersection. The southbound approach consists of an exclusive right-turn lane, two exclusive thru lanes, and a shared two-way left-turn lane that extends beyond the intersection. Approximately 90 ft of vehicle storage is provided for the existing right-turn lane. The northbound and southbound (Okemos Road) approaches are free flow. All lane widths are 12-ft wide.

The stop controlled eastbound Jolly Oak Road approach does not have pavement markings denoting lane assignments however, based upon field review, it was determined that the approach consisted of an exclusive right-turn lane and an exclusive left-turn lane. Lane widths on this approach are approximately 12-ft wide to accommodate the noted lane usage.

### **5. Okemos Road & Farrin Parkway**

Farrin Parkway meets Okemos Road at an unsignalized intersection. The northbound Okemos Road approach consists of two exclusive thru lanes and a shared two-way left-turn lane that extends beyond the intersection. The southbound approach consists of a shared right-turn/thru lane, an exclusive thru lane and a shared two-way left-turn lane that extends beyond the intersection. The northbound and southbound (Okemos Road) approaches are free flow. All lane widths are 12-ft wide.

The stop controlled eastbound Farrin Parkway approach does not have pavement markings denoting lane assignments however, based upon field review, it was determined that the approach consisted of an exclusive right-turn lane and an exclusive left-turn lane. Lane widths on this approach are approximately 10-ft wide to accommodate the noted lane usage.

### **6. Jolly Oak Road & Water Lily Way**

Jolly Oak Road meets Water Lily Way at an uncontrolled intersection. The northbound Jolly Oak Road approach consists of a shared right-turn/thru lane, the southbound Water Lily Way approach consists of a shared left-turn/thru lane and the westbound Jolly Oak Road approach consists of a shared right-turn/left-turn lane. Lane widths vary from approximately 12-ft to 16-ft.

### III. TRAFFIC VOLUMES

#### A. Existing Traffic Volumes

Manual turning movement counts were performed by Bergmann Associates at five of the six study area intersections on Wednesday, January 6, 2015 and Thursday, January 7, 2015. The counts for the Okemos Road and Jolly Road intersection were collected by Bergmann Associates on Tuesday, June 4, 2013 and Wednesday, June 5, 2013. It is important to note that per the guidance document "Evaluating Traffic Impact Studies – A Recommended Practice for Michigan Communities", traffic count data up to two years old is acceptable to use in traffic studies. In addition, the traffic volumes for this intersection were compared to the existing conditions volumes utilized at this intersection in the recently approved Michigan State Federal Credit Union (MSUFCU) development in this same area. See Tables 2 and 3 for comparisons of the existing morning and evening condition, respectively, MSUFCU volumes with the existing condition volumes utilized in this analysis. As shown, the volumes utilized in this analysis are more conservative than those used in previous studies. Based upon this information and the guidance provided in "Evaluating Traffic Impact Studies – A Recommended Practice for Michigan Communities" these volumes were deemed acceptable for use in this analysis.

**Table 2: Morning Peak Hour Volume Comparison – Jolly Rd & Okemos Rd Intersection**

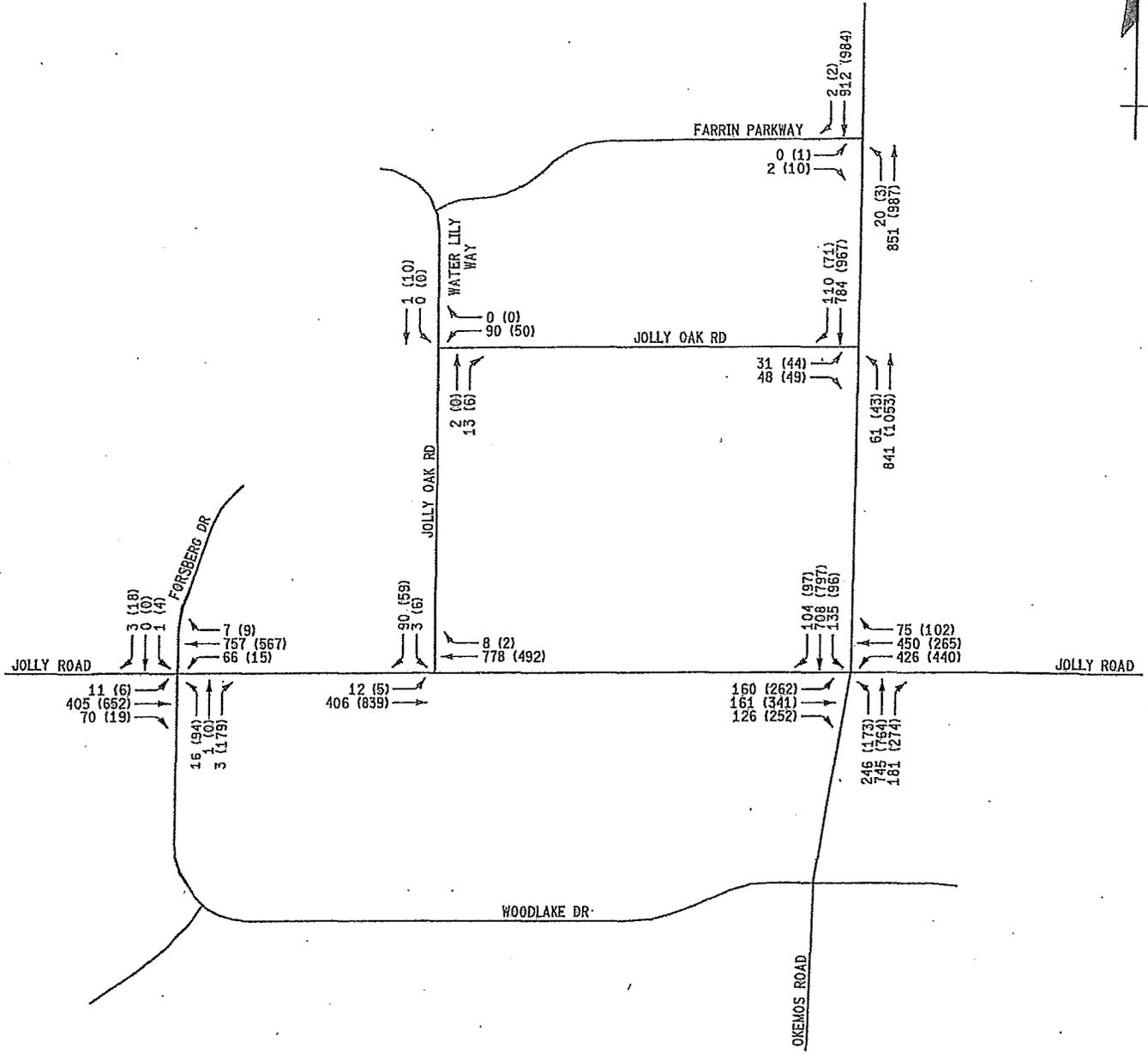
Intersection Approach		MSUFCU Analysis Volume	WestPac Study Volume	Percent Increase / Decrease from MSUFCU Study
Northbound	Left-Turn	194	246	+26.8%
	Through	689	745	+8.1%
	Right-turn	149	181	+21.5%
Southbound	Left-Turn	61	135	+121.3%
	Through	650	708	+8.9%
	Right-turn	91	104	+14.3%
Eastbound	Left-Turn	105	160	+52.4%
	Through	162	161	-0.6%
	Right-turn	107	126	+17.8%
Westbound	Left-Turn	464	426	-8.2%
	Through	534	450	-15.7%
	Right-turn	57	75	+31.6%
<b>Total Intersection Volume</b>		<b>3263</b>	<b>3517</b>	<b>+7.8%</b>

**Table 3: Evening Peak Hour Volume Comparison – Jolly Rd & Okemos Rd Intersection**

Intersection Approach		MSUFCU Analysis Volume	WestPac Study Volume	Percent Increase / Decrease from MSUFCU Study
Northbound	Left-Turn	137	173	+26.3%
	Through	668	764	+14.4%
	Right-turn	250	274	+9.6%
Southbound	Left-Turn	91	96	+5.5%
	Through	710	797	+12.3%
	Right-turn	89	97	9.0%
Eastbound	Left-Turn	218	262	+20.2%
	Through	289	341	+18.0%
	Right-turn	237	252	+6.3%
Westbound	Left-Turn	350	440	+25.7%
	Through	230	265	+15.2%
	Right-turn	74	102	+37.8%
<b>Total Intersection Volume</b>		<b>3343</b>	<b>3863</b>	<b>+15.6%</b>

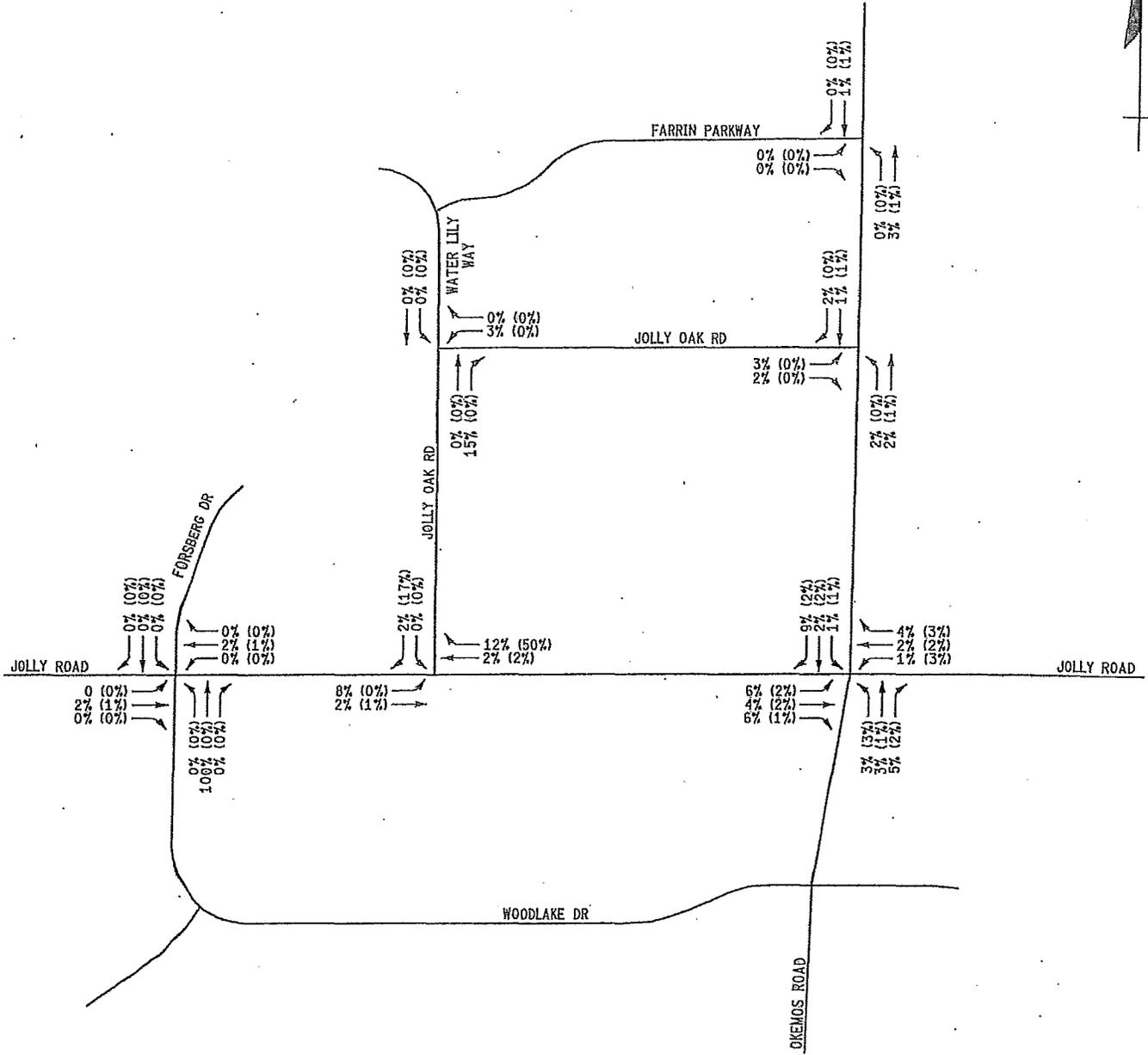
The counts were recorded in 15-minute intervals to enable the identification of the peak hour and traffic peaking characteristics and heavy vehicle activity within that hour. Morning and evening count hours lasted from 7:00 to 9:00 AM and from 4:00 to 6:00 PM, respectively each count day. Counts conducted during the mid-week represent the most typical patterns of average commuter traffic.

The weekday morning peak hour generally occurred from 7:15 to 8:15 AM. The evening peak generally occurred between 4:30 and 5:30 PM. Turning movement volumes for each of the study area intersections were reasonably balanced where appropriate. The existing weekday morning and evening peak hour traffic volumes are shown in Figure 2. The percent commercial traffic for each individual movement is shown in Figure 3.



LEGEND  
 XXX = AM PEAK VOLUME  
 (XXX) = PM PEAK VOLUME

FILE:	NO SCALE	DESIGN UNIT:	TSC:	DATE: 04/09/15
		CS:	FIGURE 2	DRAWING SHEET
		JN:	WESTPAC CAMPUS COMMUNITIES TRAFFIC STUDY	
			2015 EXISTING TRAFFIC VOLUMES	8



**LEGEND**  
 XXX = AM PEAK VOLUME  
 (XXX) = PM PEAK VOLUME

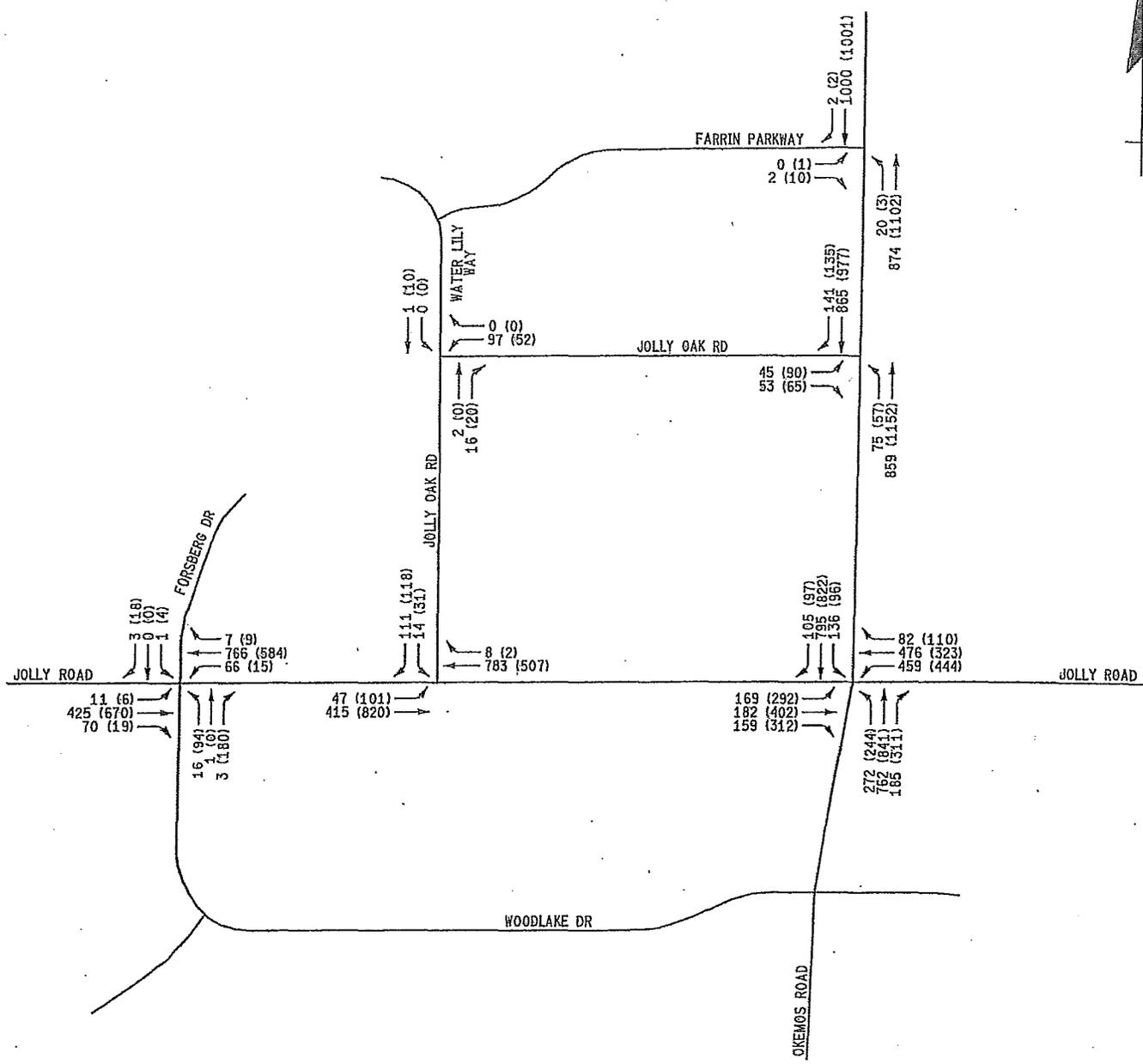
FILE:	<b>NO SCALE</b>	DESIGN UNIT:	TSC:	DATE: 04/09/15
		CS:	FIGURE 3	
		JN:	WESTPAC CAMPUS COMMUNITIES TRAFFIC STUDY	
			2015 PERCENT TRUCKS BY MOVEMENT	
				DRAWING SHEET
				9

## B. Background Traffic Volumes

The estimated time of completion (ETC) for this project is 2018 with the total project to be constructed in two phases. The first phase is estimated to be completed in 2016 and the second phase in 2018. Based upon the proposed completion dates, a background growth rate of 0.50% per year (compounded annually) was utilized to develop background traffic volumes. This growth rate is based upon historic traffic volumes and studies in the immediate vicinity of the project area.

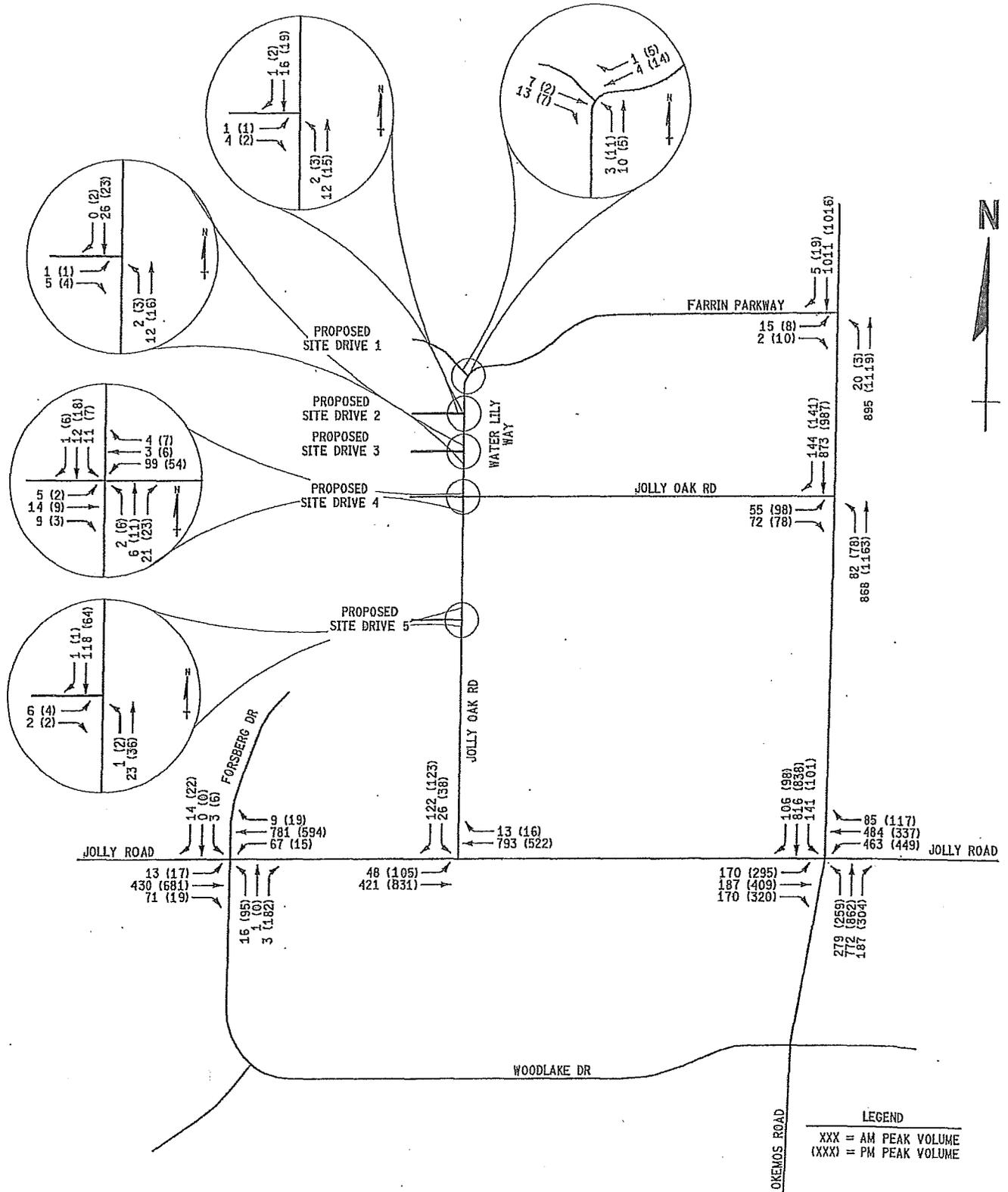
Committed projects in the area that are anticipated to be completed within this study period include an MSU Federal Credit Union (MSUFCU), an All-Suites Hotel, and a Jackson National Life office expansion. Generated trips for each of these projects have been added into the No-Build traffic volumes for Phases 1 and 2 of this project based upon applicable traffic studies.

It is important to note that the anticipated traffic volumes generated by the proposed development for Phase 1 (2016) were also added to the Phase 2 (2018) No-Build traffic volumes to reflect the actual traffic volumes with the Phase 1 construction complete but, prior to the completion of the Phase 2 construction. The resulting No-Build traffic volumes for Phase 1 (2016) and Phase 2 (2018) are shown in Figures 4 and 5.



LEGEND  
 XXX = AM PEAK VOLUME  
 (XXX) = PM PEAK VOLUME

FILE:	NO SCALE	DESIGN UNIT:	TSC:	DATE: 04/09/15
		CS:	FIGURE 4	DRAWING SHEET
		JN:	WESTPAC CAMPUS COMMUNITIES TRAFFIC STUDY 2016 NO BUILD TRAFFIC VOLUMES	11



NO SCALE

DESIGN UNIT:	TSC:	DATE: 04/09/15
CS:	FIGURE 5	DRAWING SHEET
JN:	WESTPAC CAMPUS COMMUNITIES TRAFFIC STUDY	
	2018 NO-BUILD TRAFFIC VOLUMES	12

FILE:

### C. Trip Generation

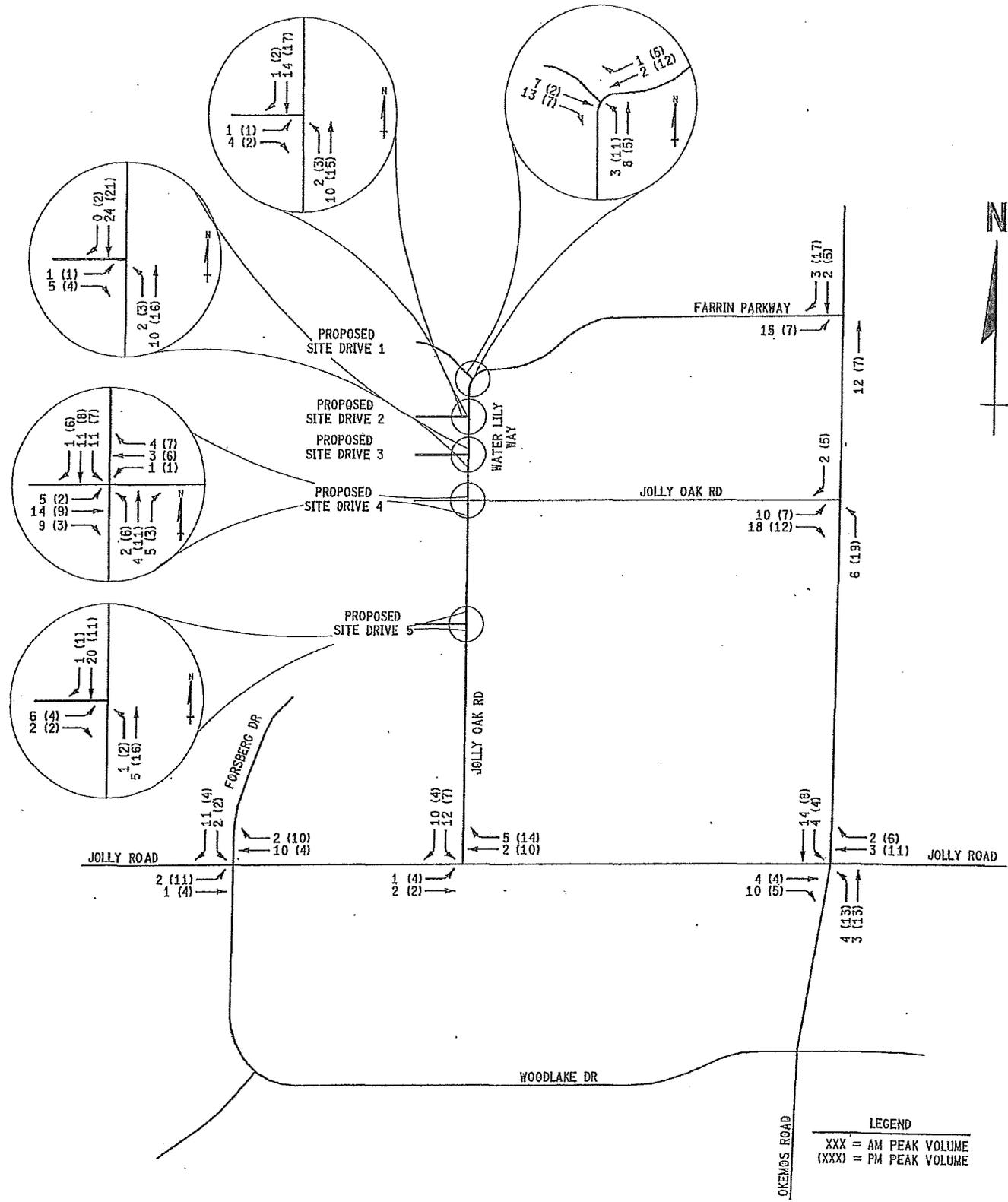
The Institute of Transportation Engineers (ITE) Report, Trip Generation, 9<sup>th</sup> Edition, was utilized for the trip generation analysis of the proposed development. This report is a compilation of trip data for various land uses as collected by the transportation professionals throughout the United States in order to establish the average number of trips generated by those land uses. It is the intent of this project to construct the total development in two phases. Each phase is proposed to consist of the construction of 191 dwelling units. In order to estimate the maximum amount of generated traffic, it was assumed that each dwelling unit within the development is occupied. The overall trip generation results are summarized in the following table:

**Table 4: Generated Trips for Subject Site**

Development Information			Generated Trips					
Land Use	ITE Code	Size	AM Peak Hour			PM Peak Hour		
			Enter	Exit	Total	Enter	Exit	Total
<b>Phase 1</b>								
Apartment	220	191 Units	20	78	98	80	43	123
<b>Phase 2</b>								
Apartment	220	191 Units	20	78	98	80	43	123

### D. Trip Distribution and Assignment

The generated trips, as shown in the table above, were distributed to the surrounding project area intersections based upon the existing traffic movements into and out of the project area. There are six driveways providing inbound and outbound access to the proposed development as shown in Appendix A. Trips were distributed to these driveways based on the intended direction of the vehicles and proximity of the driveways to the population centers of the proposed development. The trip distributions of site generated traffic volumes for the AM and PM peak hours are shown in Figure 6. The volumes in the figure detail the generated trips for a single phase (191 units) of construction. Because both proposed construction phases consist of the same number of apartment dwelling units, the distribution of generated trips in Figure 6 reflect trips generated during both Phase 1 and Phase 2.

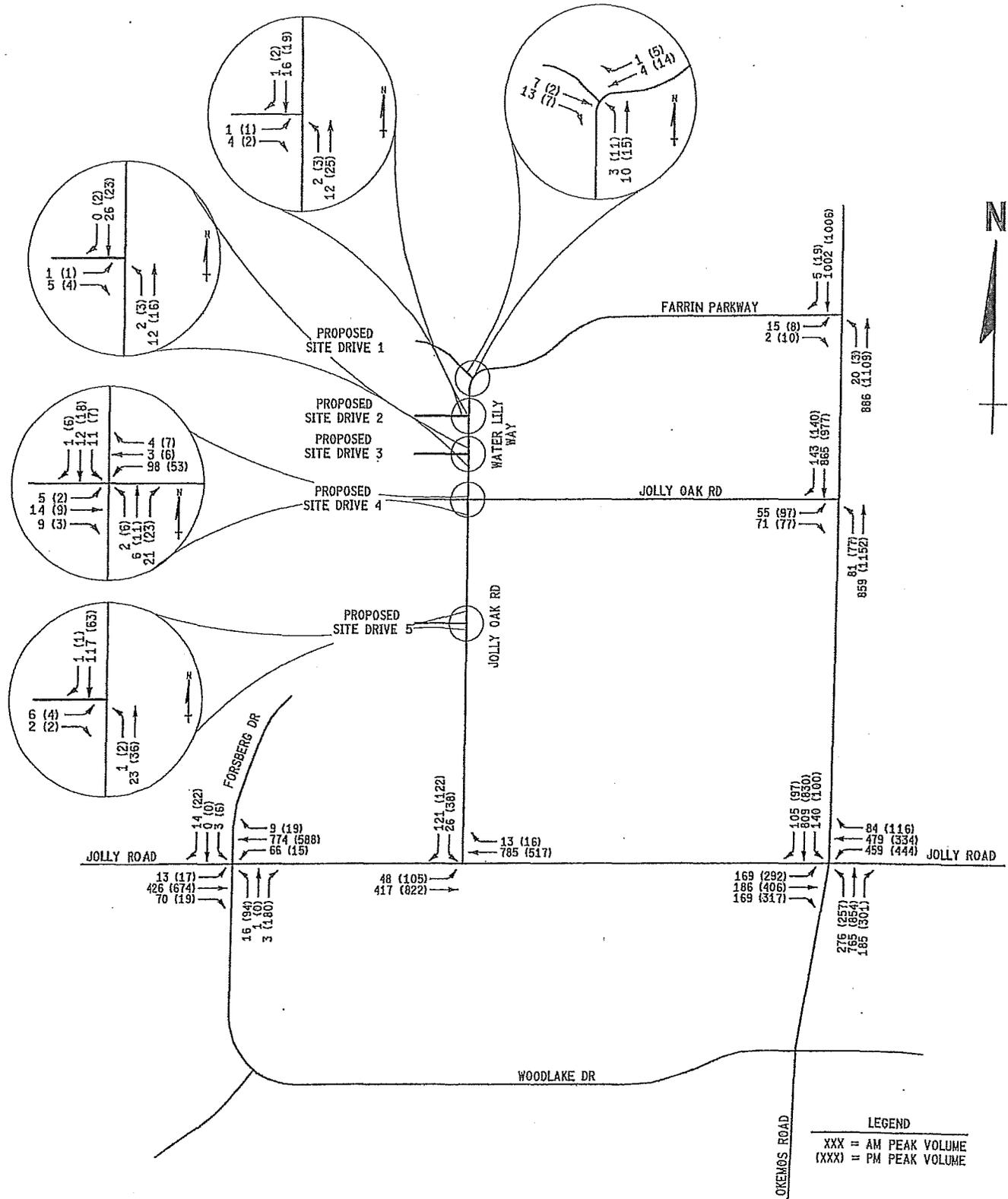


**LEGEND**  
 XXX = AM PEAK VOLUME  
 (XXX) = PM PEAK VOLUME

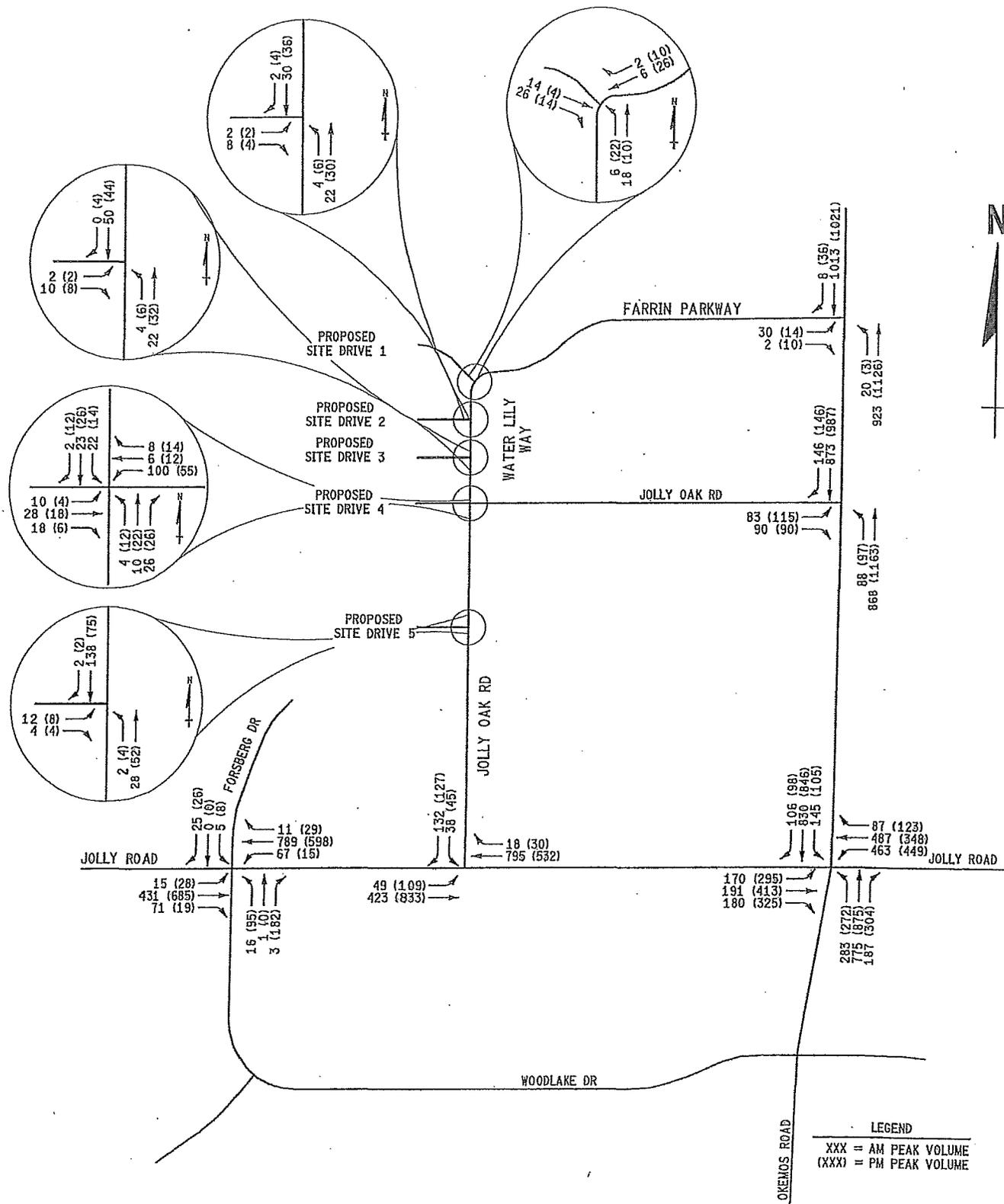
FILE:	<b>NO SCALE</b>	DESIGN UNIT:	TSC:	DATE: 04/09/15
		CS:	FIGURE 6	
		JN:	WESTPAC CAMPUS COMMUNITIES TRAFFIC STUDY PROPOSED DEVELOPMENT TRIP DISTRIBUTION	
				DRAWING SHEET
				14

### **E. Projected Traffic Volumes with Development**

The total projected Build traffic volumes for each phase were determined by adding the No-Build traffic volumes (existing & background growth) to the projected development traffic. The projected volumes for the weekday morning and evening peak hours after construction of Phase 1 (2016) and Phase 2 (2018) of the proposed development are provided in Figures 7 and 8.



FILE:	NO SCALE	DESIGN UNIT:	TSC:	DATE: 04/09/15
		CS:	FIGURE 7	DRAWING SHEET
		JN:	WESTPAC CAMPUS COMMUNITIES TRAFFIC STUDY	
			2016 BUILD TRAFFIC VOLUMES	16



FILE:	NO SCALE	DESIGN UNIT:	TSC:	DATE: 04/09/15
		CS:	FIGURE 8	
		JN:	WESTPAC CAMPUS COMMUNITIES TRAFFIC STUDY	
			2018 BUILD TRAFFIC VOLUMES	
			DRAWING SHEET	17

#### **IV. TRAFFIC OPERATIONS ANALYSIS**

Based on the traffic counts, traffic volume projections, traffic peaking characteristics, and intersection geometry, a level of service analysis was conducted for the following traffic conditions:

- Existing (2015)
- Future No-Build Phase 1 (2016)
- Future Build Phase 1 (2016)
- Future No-Build Phase 2 (2018)
- Future Build Phase 2 (2018)

This analysis is necessary to determine the ability of an intersection or roadway to accommodate traffic. Level of service (LOS) is a qualitative measure that describes motorist satisfaction with various factors influencing the degree of traffic congestion. These factors include travel time, speed, maneuverability, and delay.

The level of service analysis methodology for analyzing signalized and unsignalized intersections is documented in the Highway Capacity Manual (HCM) (Transportation Research Board, Washington D.C., 2010). Levels of service range from A to F. LOS A describes operations with little or no delay while LOS F describes highly congested conditions with substantial delays. LOS D or better is generally considered acceptable for peak hours of traffic under urban peak hour conditions similar to the study area intersections.

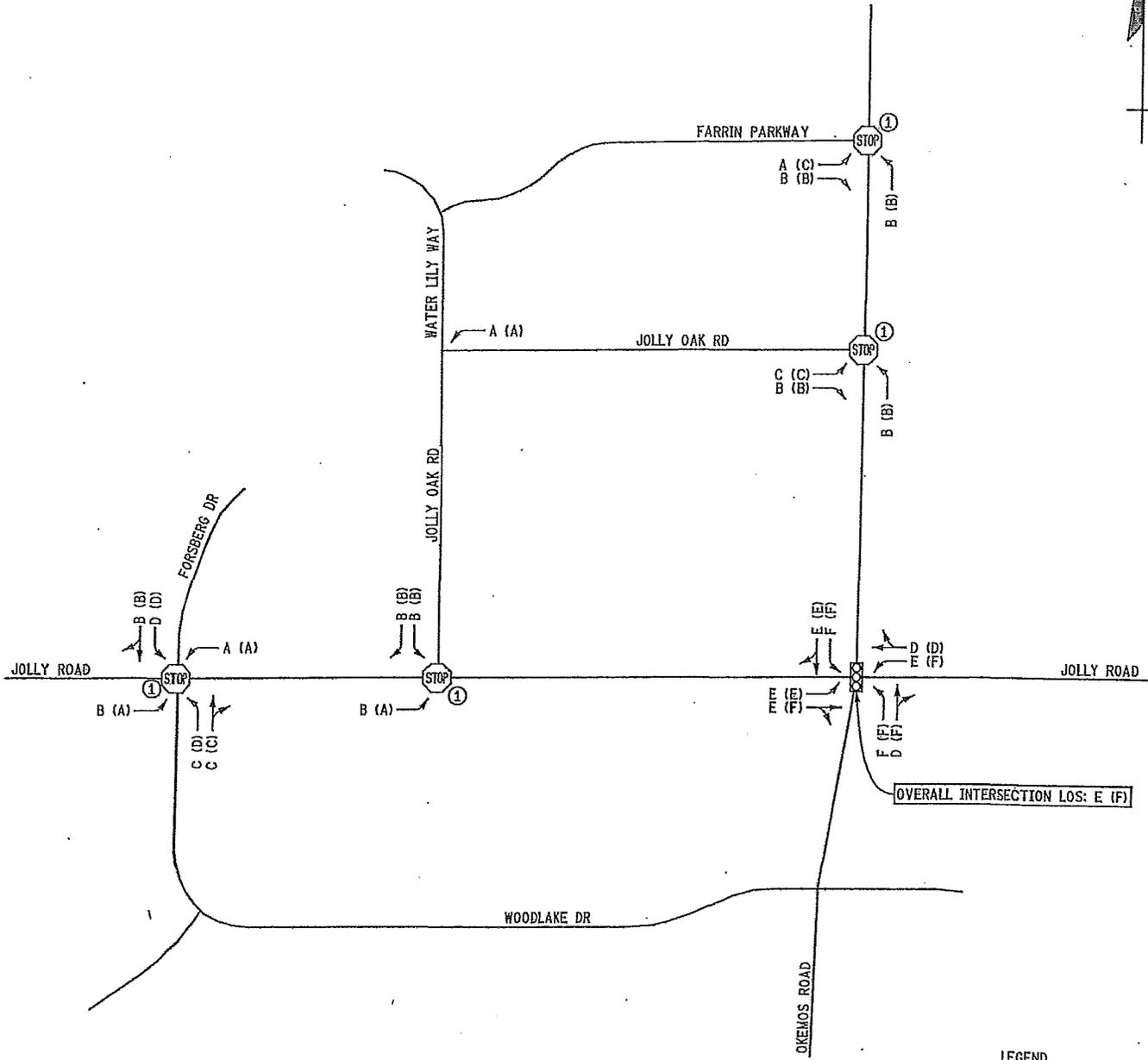
Synchro software was used to analyze the traffic operations at both the signalized and unsignalized intersections. Synchro allows for the analysis and optimization of isolated signals and coordinated traffic signal systems. The Synchro model accounts for the affects upstream intersection operations have on individual intersections when developing Levels of Service. A base model of the traffic operations network was developed for the study area which included signal timing data provided by the MDOT and Ingham County Road Department (ICRD) and existing roadway characteristics.

##### **A. Existing (2015) Conditions**

The level of service results for existing AM and PM peak hours are shown in Figure 9. Results are shown for the overall intersection and each lane group at signalized locations. Levels of service for the critical movements are shown at each unsignalized location. Corresponding values of control delay in seconds per vehicle (s/veh) are summarized in tables included in Appendix D. As shown, all of the intersection approaches within the study area are currently operating at acceptable levels of service (LOS D or better) during both the morning and evening peak hours with the exception of the Okemos Road/Jolly Road intersection.

Analysis of the Okemos Road/Jolly Road intersection shows significant capacity constraints within the intersection. In general, the left-turn movements throughout the intersection account for the majority of the intersection delays, however, the shared through/right-turn movements on each bound also experience significant delays with only the northbound and

westbound shared through/right-turn movements currently calculated to operate at acceptable levels of service (LOS D) during the morning peak and only the westbound shared through/right-turn movement calculated to operate at an acceptable LOS during the evening peak. As shown in the following figure, the overall intersection is calculated to operate at LOS E under the morning peak hour and LOS F under evening peak hour conditions. Please refer to *Section V. Okemos Road/Jolly Road intersection Operations* for further information regarding the operations at this intersection.



**LEGEND**  
 XXX = AM PEAK LOS  
 (XXX) = PM PEAK LOS  
 ① MINOR ROADWAY STOP CONTROL

FILE:	NO SCALE	DESIGN UNIT:	TSC:	DATE: 04/09/15
		CS:	FIGURE 9	DRAWING SHEET
		JN:	WESTPAC CAMPUS COMMUNITIES TRAFFIC STUDY	
			EXISTING LEVEL OF SERVICE	20

## B. Future No-Build (2016) Conditions

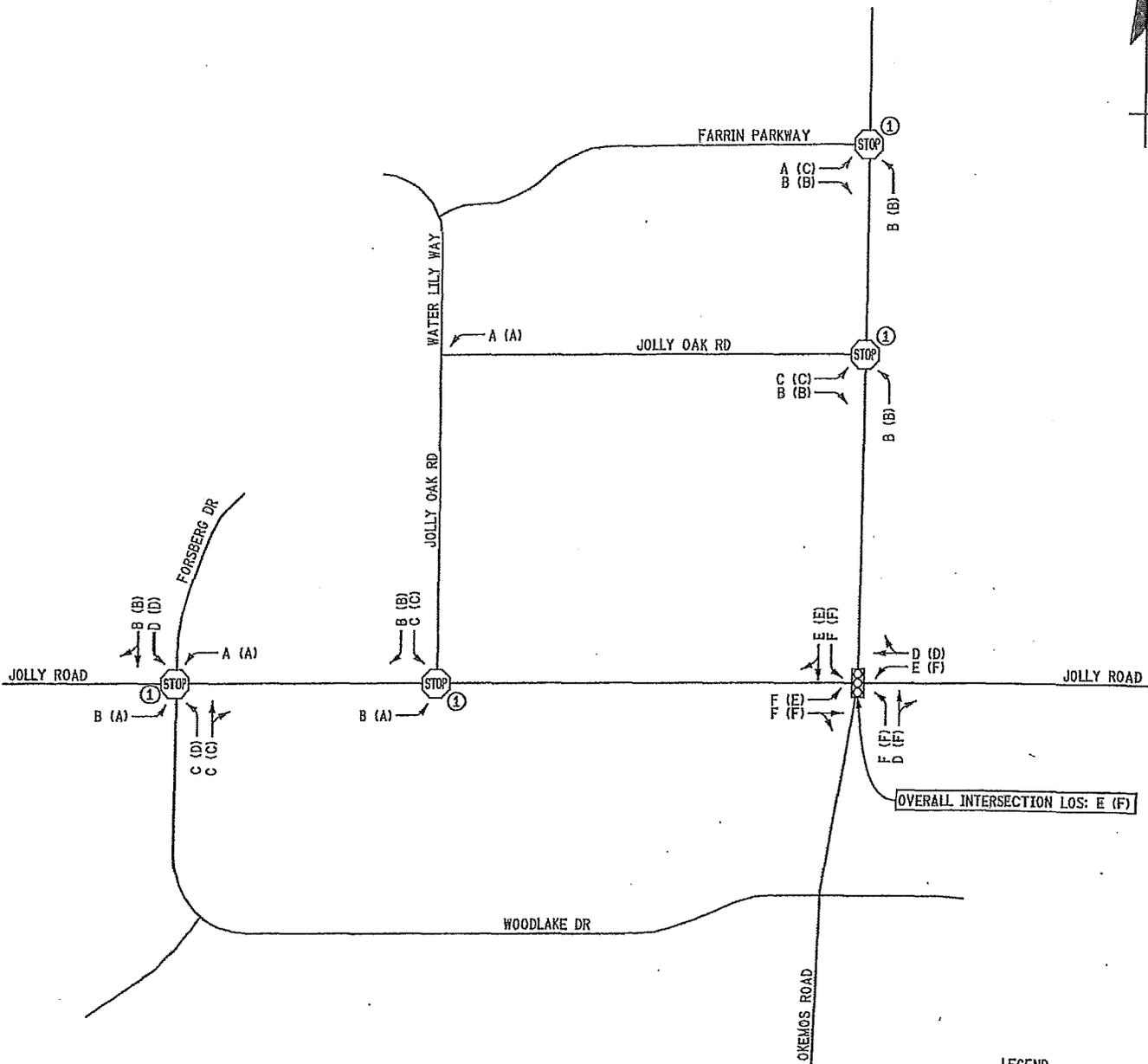
The level of service results for future No-Build (2016) conditions are shown in Figure 10. Results are shown for the overall intersection and each lane group at signalized locations. Levels of service for the critical movements are shown at each unsignalized location. Corresponding values of control delay in seconds per vehicle (s/veh) are summarized in tables included in Appendix D.

As shown, all of the intersection approaches within the study area are projected to continue to operate at the same LOS as existing conditions with the exception of the following movements:

- Jolly Oak Road/Jolly Road intersection
  - Southbound left-turn movement (AM and PM peak)
- Okemos Road/Jolly Road intersection
  - Eastbound left-turn (AM Peak)
  - Eastbound shared through/right-turn (AM Peak)

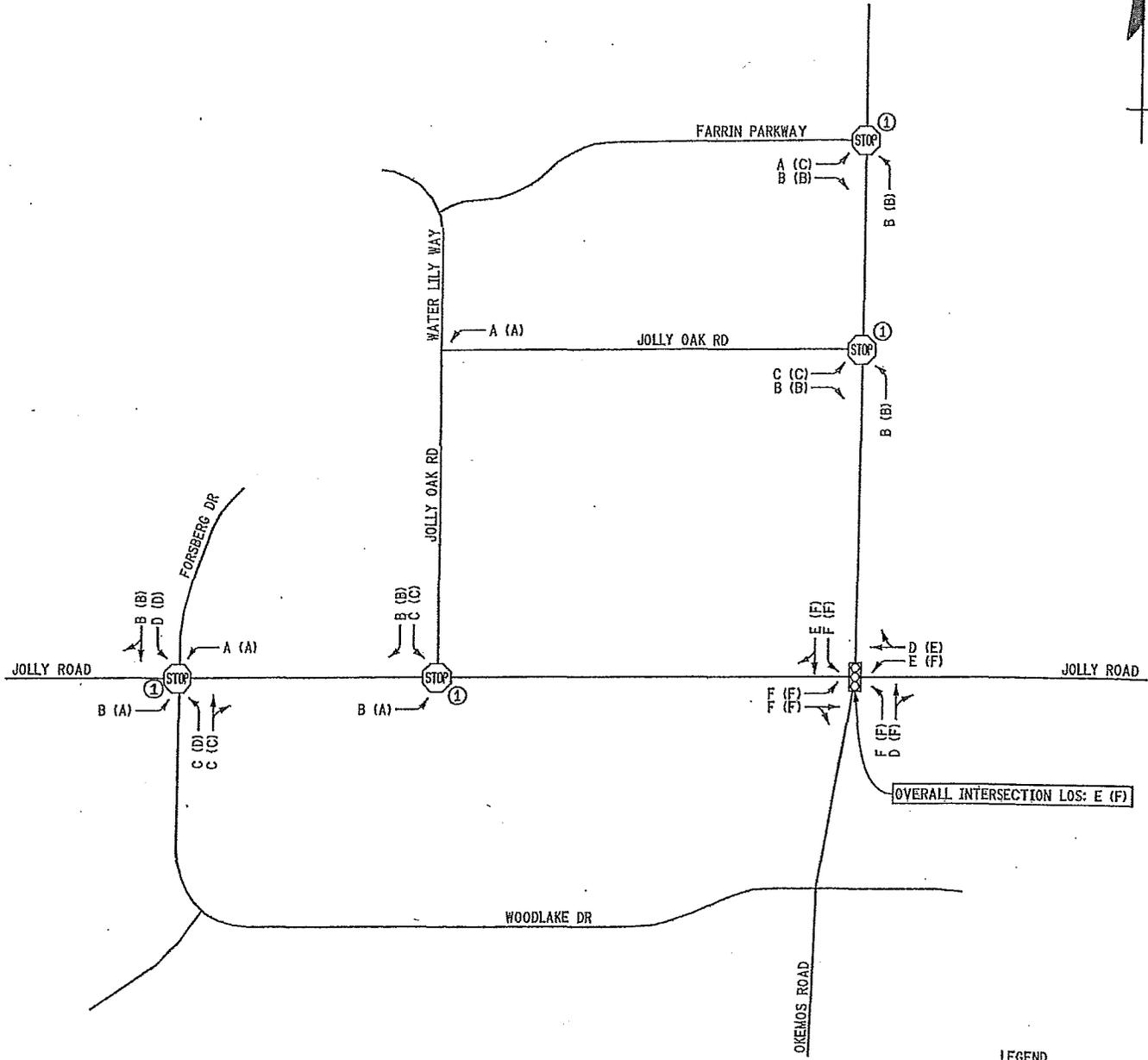
The southbound left-turn movement at the Jolly Oak Road/Jolly Road intersection is projected to continue to operate at an acceptable LOS however, operations are projected to degrade from a LOS B to a LOS C during both the morning and evening peak hours.

The eastbound approach (left-turn and shared through/right-turn lanes) to the Okemos Road/Jolly Road intersection is projected to degrade during the morning peak hour only from LOS E to LOS F under No-Build (2016) conditions. As shown, the overall intersection LOS for the morning and evening peak hours are E (77 seconds delay) and F (140 seconds delay), respectively. Review of the SimTraffic analysis shows that significant queues are expected on the northbound and southbound Okemos Road approaches during the morning peak hour and on the northbound and eastbound approaches during the evening peak hour with the current traffic signal timings in place. Therefore, signal timing adjustments are suggested as a potential mitigation to not only decrease queuing on these approaches, but also decrease the overall delay at this intersection. The current cycle length of 140 seconds was retained for the morning peak hour but was adjusted to 160 seconds for the evening peak hour. As shown in Figure 11, with the signal timings adjusted the eastbound left-turn and westbound shared through/right-turn movements LOS are reduced in the evening peak hour however, the overall intersection delay is reduced from 140 second/vehicle to 117 seconds/vehicle during the evening peak hour. Please refer to *V. Okemos Road/Jolly Road Intersection Operations* for further information regarding the operations at this intersection.



**LEGEND**  
 XXX = AM PEAK LOS  
 (XXX) = PM PEAK LOS  
 ① MINOR ROADWAY STOP CONTROL

FILE:	<b>NO SCALE</b>	DESIGN UNIT:	TSC:	DATE: 04/09/15	
		CS:	FIGURE 10		DRAWING SHEET
		JN:	WESTPAC CAMPUS COMMUNITIES TRAFFIC STUDY 2016 NO-BUILD LEVEL OF SERVICE		22



**LEGEND**  
 XXX = AM PEAK LOS  
 (XXX) = PM PEAK LOS  
 ① MINOR ROADWAY STOP CONTROL

FILE:	NO SCALE	DESIGN UNIT:	TSC:	DATE: 04/09/15
		CS:	FIGURE 11	DRAWING SHEET
		JN:	WESTPAC CAMPUS COMMUNITIES TRAFFIC STUDY	
			2016 NO-BUILD LOS WITH MITIGATION	23

### C. Future Build (2016) Conditions – Phase 1

The level of service results for future Build (2016) conditions are shown in Figure 12. Results are shown for the overall intersection and each lane group at signalized locations. Levels of service for the critical movements are shown at each unsignalized location. Corresponding values of control delay in seconds per vehicle (s/veh) are summarized in tables included in Appendix D.

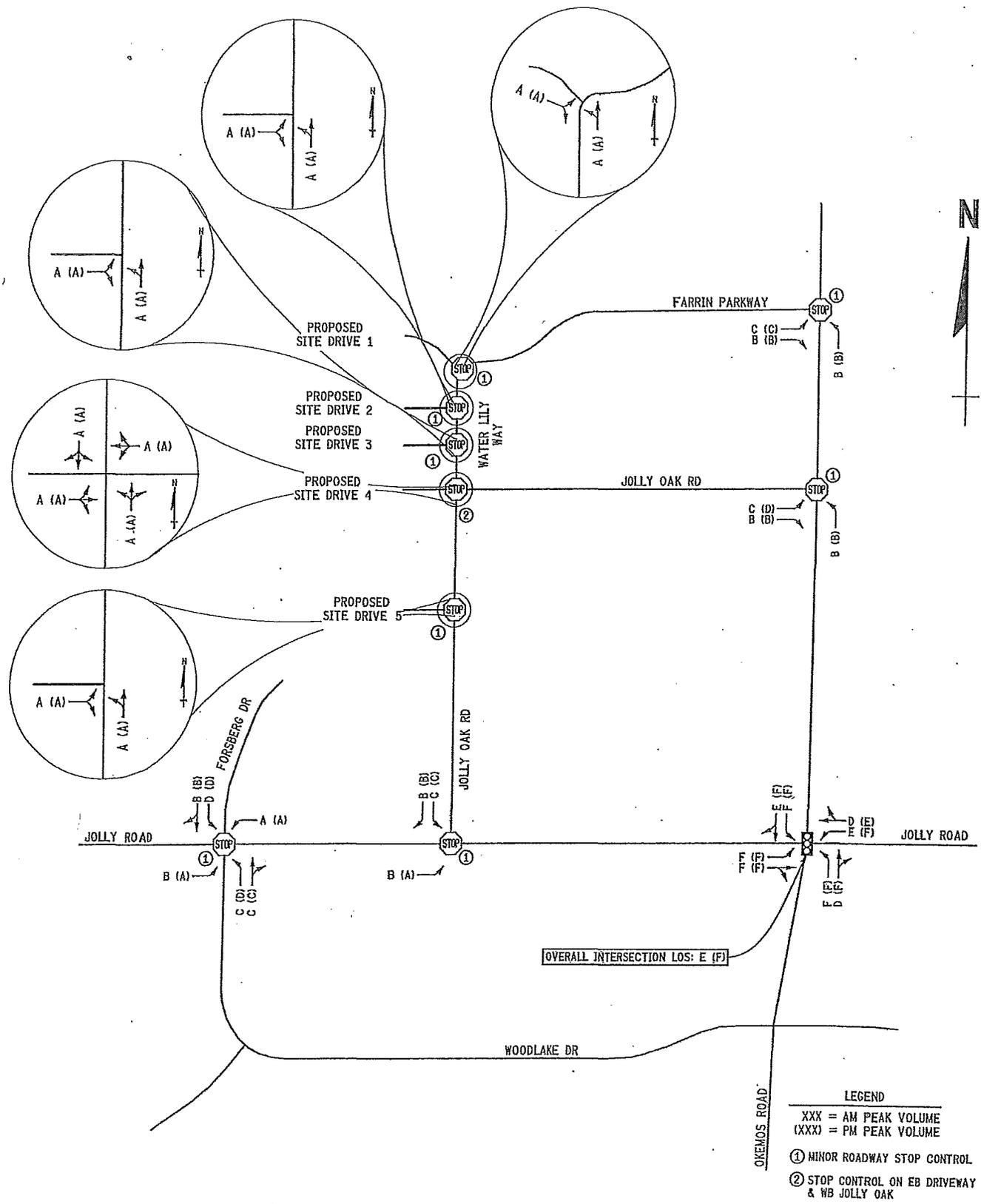
As shown in Figure 12, all of the intersection approaches within the study area are projected to operate at acceptable levels of service (LOS D or better) during the 2016 Build morning and evening peak hours with the exception of the Okemos Road/Jolly Road intersection. As shown, the Okemos Road/Jolly Road intersection remains at an overall intersection LOS E for the morning peak and a LOS F for the evening peak, similar to existing conditions. In addition, the LOS for each individual movement at this intersection is projected to operate at the same LOS as shown for 2016 No-Build conditions. Minor signal timing adjustments will be required at the Jolly Road/Okemos Road intersection within the signal cycle lengths suggested under No-Build (2016) conditions. Please refer to *V. Okemos Road/Jolly Road Intersection Operations* for further information regarding the operations at this intersection.

As noted in Section II.B of this document, the Jolly Oak/Water Lily Way intersection is currently uncontrolled. Due to the proximity of the proposed Site Driveway #4, both the proposed Site Driveway #4 and the Jolly Oak Road approach should be stop sign controlled while the northbound and southbound movements would be free flow. Each bound should consist of a single, shared left/thru/right-turn lane.

As shown in Figure 12, all of the intersection approaches within the study area are projected to continue to operate at the same LOS as No-Build (2016) conditions with the exception of the following movement:

- Okemos Road/Jolly Oak Road
  - Eastbound left-turn (PM peak)
- Okemos Road/Farrin Parkway
  - Eastbound left-turn (AM Peak)

The eastbound left-turn movement at the Okemos Road/Jolly Oak Road intersection is projected to continue to operate at an acceptable LOS however, operations are projected to degrade from a LOS C to a LOS D during the evening peak hour. Utilizing SimTraffic software to analyze the roadway system, it was noted that left turning vehicles queue attempting to turn left thru the heavy Okemos Road traffic while no queues develop at the Okemos Road/Farrin Parkway intersection directly north of this intersection. It is anticipated that as more vehicles utilize these roadways, generated trips will spread evenly between these two intersections, decreasing the queue length experienced on Jolly Oak Road.



NO SCALE

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FIGURE 12  
WESTPAC CAMPUS COMMUNITIES TRAFFIC STUDY  
2016 BUILD LEVEL OF SERVICE

DATE: 04/09/15  
DRAWING SHEET

FILE:

25

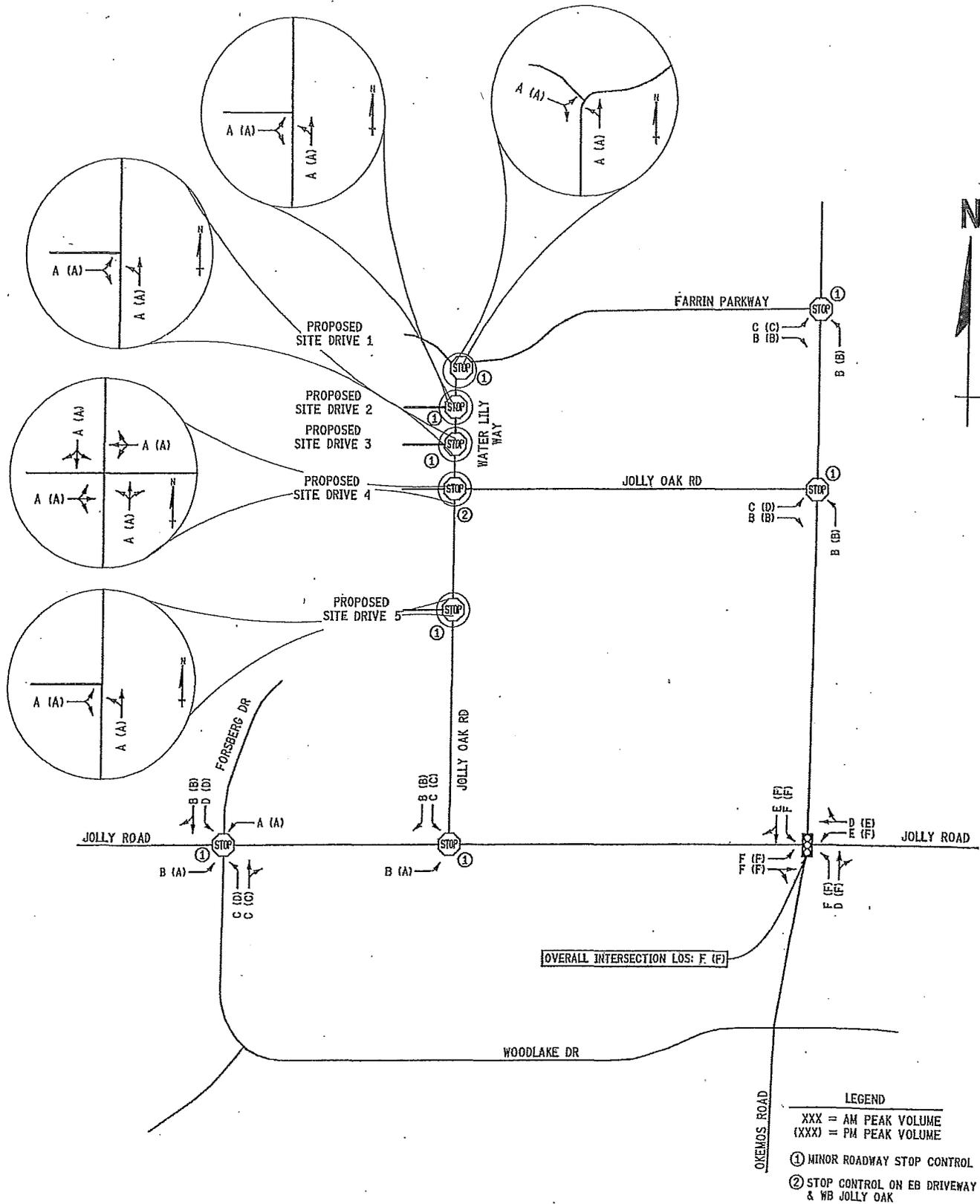
In addition, the eastbound left-turn movement at the Okemos Road/Farrin Parkway intersection is projected to continue to operate at an acceptable LOS however, operations are projected to degrade from a LOS A to a LOS C during the morning peak hour. As shown in Figure 6, the proposed development is projected to add 15 vehicles to this approach during the morning peak hour. Utilizing SimTraffic software to analyze the roadway system, no queuing issues were observed and vehicles were able to enter the traffic stream efficiently. The levels of service for the remaining study area intersection movements remained the same between the 2016 No-Build and Build conditions.

#### **D. Future No-Build (2018) Conditions**

The level of service results for future No-Build (2018) conditions are shown in Figure 13. Results are shown for the overall intersection and each lane group at signalized locations. Levels of service for the critical movements are shown at each unsignalized location. Corresponding values of control delay in seconds per vehicles (s/veh) are summarized in tables included in Appendix D.

Similar to the previous analyses, all of the intersection approaches within the study area are projected to continue to operate at acceptable levels of service (LOS D or better) during the 2018 No-Build morning and evening peak hours with the exception of the Okemos Road/Jolly Road intersection. As shown, although all of the individual movement LOS remain as shown for the 2016 Build conditions, the overall intersection LOS for the morning peak hour is shown to degrade from LOS E to LOS F. Signal timing adjustments are suggested as a potential mitigation to lessen the overall intersection delay at this intersection. In addition, per coordination with the Ingham County Road Department, construction of a southbound right-turn lane at this intersection is anticipated in 2018 and has been included in this analysis.

The proposed cycle lengths from the 2016 No-Build conditions of 140 seconds and 160 seconds were retained for the morning and evening peak hours, respectively. As shown in Figure 14, adjusting the signal timings and adding a southbound right-turn lane modified the overall intersection level of service for the morning peak hour from a LOS F to a LOS E while the evening peak remained at a LOS F. It is important to note that while levels of service did not change to acceptable levels (LOS D or better) the overall intersection delay was reduced from 81 seconds to 77 seconds in the morning peak hour and from 124 seconds to 117 seconds in the evening peak hour. In addition, proposed the right-turn lane is projected to operate with an acceptable LOS D. Please refer to *V. Okemos Road/Jolly Road Intersection Operations* for further information regarding the operations at this intersection.



NO SCALE

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FIGURE 13

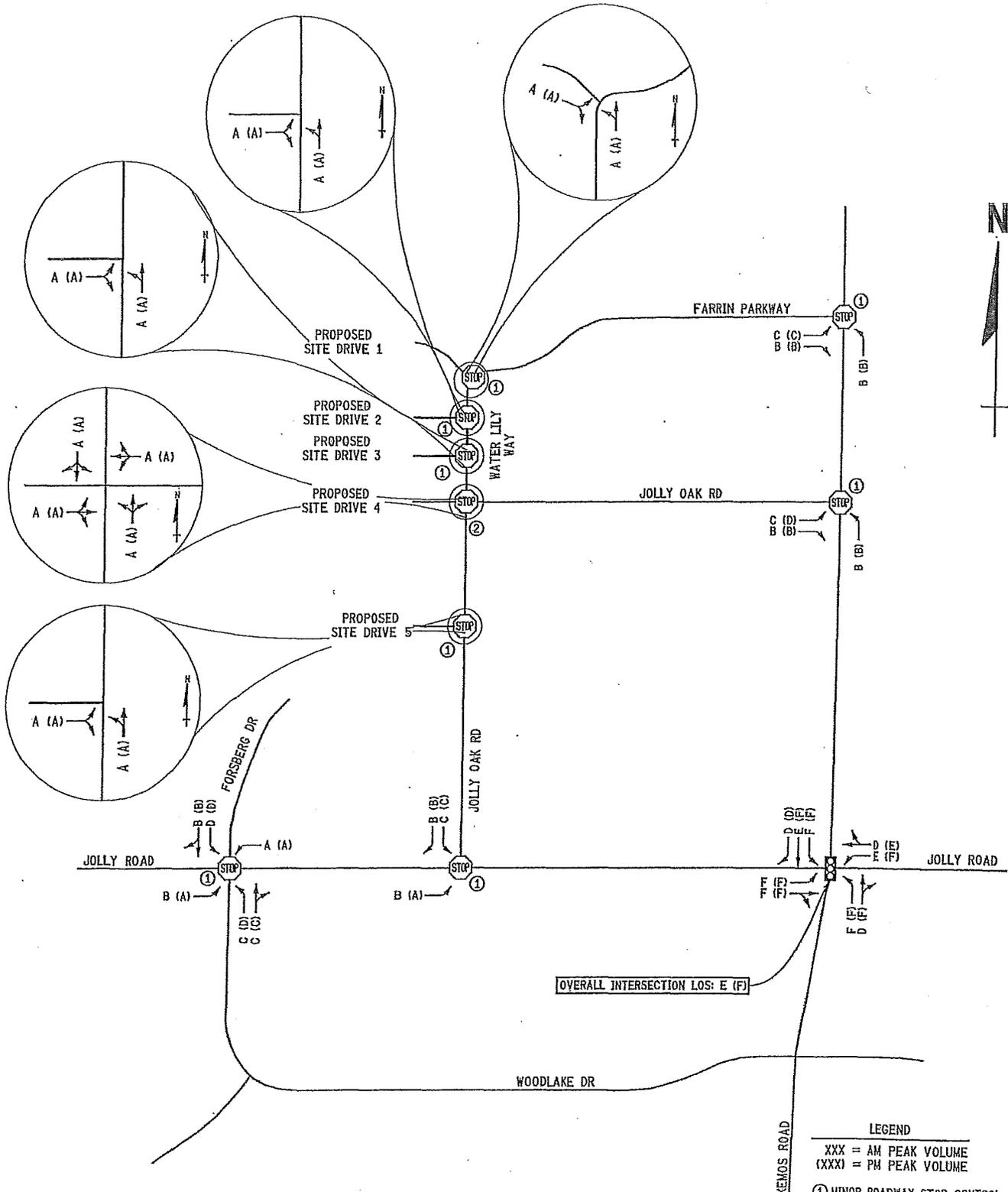
WESTPAC COMMUNITIES TRAFFIC STUDY  
2018 NO-BUILD LEVEL OF SERVICE

DATE: 04/09/15

DRAWING SHEET

FILE:

27



- LEGEND**
- XXX = AM PEAK VOLUME
  - (XXX) = PM PEAK VOLUME
  - ① MINOR ROADWAY STOP CONTROL
  - ② STOP CONTROL ON EB DRIVEWAY & WB JOLLY OAK

FILE:	<b>NO SCALE</b>	DESIGN UNIT:	TSC:	DATE: 04/09/15	
		CS:	FIGURE 14		DRAWING SHEET
		JN:	WESTPAC CAMPUS COMMUNITIES TRAFFIC STUDY		
		2018 NO-BUILD LOS WITH MITIGATION		28	

### E. Future Build (2018) Conditions – Phase 2

The level of service results for future Build (2018) conditions are shown in Figure 15. Results are shown for the overall intersection and each lane group at signalized locations. Levels of service for the critical movements are shown at each unsignalized location. Corresponding values of control delay in seconds per vehicle (s/veh) are summarized in tables included in Appendix D.

With minor traffic signal timing adjustments within the signal cycle lengths suggested under 2018 No-Build conditions, all of the intersection approaches within the study area are projected to continue to operate at acceptable levels of service (LOS D or better) during the morning and evening peak hours with the exception of the Okemos Road/Jolly Road intersection. As shown, the Okemos Road/Jolly Road intersection remains at an overall intersection LOS E for the morning peak and a LOS F for the evening peak. This analysis assumed that the southbound right-turn lane at the Okemos Road/Jolly Road intersection is in place prior to the addition of traffic generated by the WestPac apartment complex.

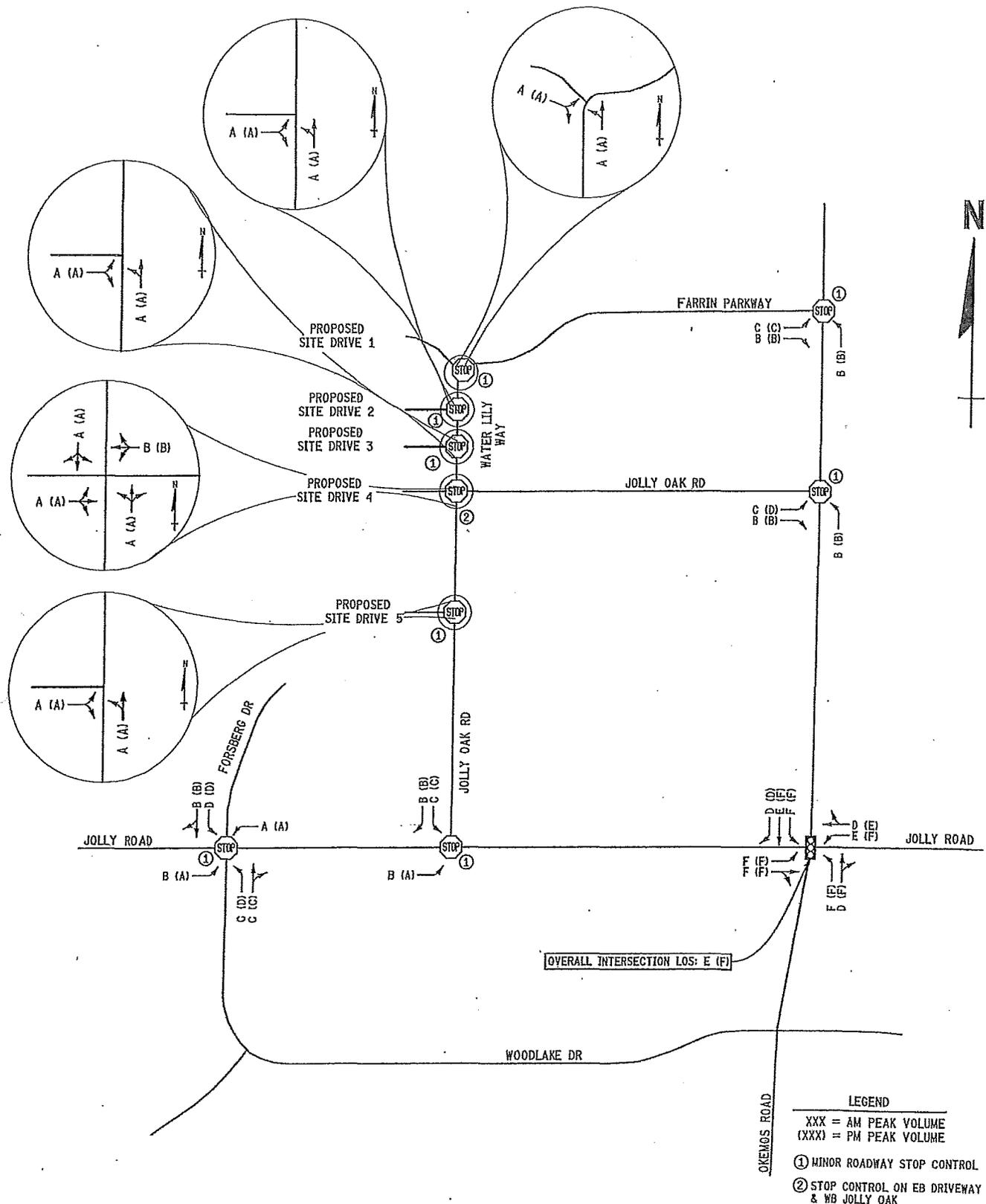
The westbound I-96 entrance/exit ramp terminals are located approximately 1,000 feet south of the Okemos Road/Jolly Road intersection, and queue lengths on northbound Okemos Road were investigated to determine if queues at the intersection would impact the interchange ramp operations. Based upon SimTraffic analysis, 95<sup>th</sup> percentile queue values on this approach are calculated to be 717 feet for the northbound shared thru/right-turn movement and 557 feet for the northbound left-turn movement. Based upon this analysis, northbound queues are not anticipated to impact operations at the westbound I-96 exit ramp terminal. Please refer to *V. Okemos Road/Jolly Road Intersection Operations* for further information regarding the operations at this intersection.

As discussed previously, both the proposed Site Driveway #4 and the Jolly Oak Road approach to Water Lily Way should be stop sign controlled while the northbound and southbound movements should be free flow with the build conditions due to the proximity of the proposed Site Driveway #4 to the existing Jolly Oak/Water Lily Way intersection. Each bound should consist of a single, shared left/thru/right-turn lane.

Review of the LOS diagrams shows that all of the intersection approaches within the study area are projected to continue to operate at the same LOS as No-Build (2018) conditions with the exception of the following:

- Jolly Oak/Water Lily Way
  - Westbound left/thru/right-turn (AM & PM Peak)

An additional 8 trips (AM peak) and 14 trips (PM peak) were assigned to the westbound left/thru/right-turn movement at the Jolly Oak/Water Lily Way intersection. As shown, this movement is projected to continue to operate at an acceptable LOS however, it is shown to lower from a LOS A to LOS B with a 1 second increase in control delay for the morning peak hour and a less than 1 second increase for the evening peak hour. Based upon the minor control delay increase, this movement is not shown to be significantly impacted by Phase 2 of the proposed development.



NO SCALE

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DATE: 04/09/15

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FIGURE 15

DRAWING SHEET

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WESTPAC CAMPUS COMMUNITIES TRAFFIC STUDY  
2018 BUILD LEVEL OF SERVICE

30

FILE:

It is also important to note that while the LOS for the eastbound left-turn movement at the Jolly Oak Road / Okemos Road intersection is projected to remain at the same level as calculated for the 2016 Build conditions, it was noted in the SimTraffic analysis that, similar to the 2016 Build conditions, the left-turning vehicles queue attempting to turn left thru the heavy Okemos Road traffic while no queues develop at the Okemos Road/Farrin Parkway intersection directly north of this intersection. It is anticipated that as more vehicles utilize these roadways, generated trips will spread evenly between these two intersections, decreasing the queue length experienced on Jolly Oak Road.

#### **F. Proposed Site Driveways Right Turn Lane Warrants**

The need for right-turn lane tapers or deceleration lanes at the proposed site driveways (as detailed in Appendix A) were investigated per the Rules, Standards and Procedures for Driveways, Banners and Parades Upon or Over Ingham County Road Commission Right of Way. Based upon the guidelines set forth in this document, the right-turn movements do not meet the warrants for a right-turn lane deceleration lane or taper. Please refer to Appendix F for the warrants for right-turn deceleration lanes or tapers.

#### **V. OKEMOS ROAD/JOLLY ROAD INTERSECTION OPERATIONS**

As shown in this report, the existing Okemos Road/Jolly Road intersection is currently operating at an overall intersection LOS E during the morning peak and LOS F during the evening peak, with the majority of the individual lane groups also operating at LOS F. Existing Okemos Road queues have been observed to extend to adjacent intersections on all approaches due to these poor operations but have not been shown to extend thru exit or entrance ramp terminals at the I-96/Okemos Road interchange. Based upon analysis at this intersection, many of the movements have volume to capacity (v/c) ratios calculated near or above 1.00. When the v/c ratio for a movement is greater than 1.00, the movement is operating above capacity, meaning that some vehicles may be required to wait multiple signal cycle lengths before clearing the intersection. When an intersection is operating at or above capacity like the Jolly Road/Okemos Road intersection is, minor variations in traffic flows may disrupt traffic operations through the intersection significantly. As these traffic flow variations occur, the traffic operations of the intersection begin to breakdown. Queues may develop during the red phase which are not serviced during the green phase. This creates longer queues for the following signal cycle. As these queues become greater and greater in length, motorists are forced to wait through multiple signal cycles before clearing the intersection.

Significant improvements would be required at this intersection to improve operations to within acceptable ranges and reduce vehicle queuing regardless of the proposed WestPac Housing Development. Based upon the projected trip distribution shown in Figure 6 of this report, the proposed WestPac development will add less than 2% more traffic to this intersection during both the morning and evening peak hours. Regardless of the additional traffic generated by the proposed development, this intersection will continue to operate at unacceptable levels of service unless mitigations are implemented.

Region-wide improvements may be required to mitigate existing operational deficiencies at this intersection which are beyond the scope of this project. Potential improvements include construction of a new I-96 interchange at Meridian Road or Hagadorn Road. Construction of an interchange at Meridian Road could re-distribute traffic from the Okemos Road corridor to the less densely developed corridors of Meridian Road, Jolly Road (east of Okemos Road), and Grand River Avenue (east of Okemos Road). Construction of an interchange at Hagadorn Road could re-distribute Okemos Road corridor traffic to the less densely developed corridors of Hagadorn Road, Jolly Road (west of Okemos Road), Bennett Road (west of Okemos Road), Mt. Hope Road (west of Okemos Road), and Grand River Avenue (west of Okemos Road). Re-distribution of this traffic will likely not only improve operations of the Okemos Road/Jolly Road intersection but, improve operations throughout the Okemos Road and Jolly Road corridors as a whole.

## **VI. SUMMARY AND CONCLUSIONS**

Based on the projected traffic volumes and all analyses detailed in this report, the following conclusions are formulated:

- The level of service results comparing each of the Phase 1 and 2 Build scenarios with their respective year No-Build scenarios suggest that the proposed development is not expected to create significant operational impacts to the surrounding roadway network.
- The Okemos Road/Jolly Road intersection currently operates at a LOS E & F for the morning and evening peak hours, respectively. Significant improvements which are beyond the scope of this project would be required at this intersection to improve operations to within acceptable ranges prior to construction of the proposed WestPac Housing Development. While minor increases in specific movement delays at this intersection result from the proposed development, these delay increases are exaggerated by the current capacity constraints at this intersection and should not significantly impact the current operations of the intersection.

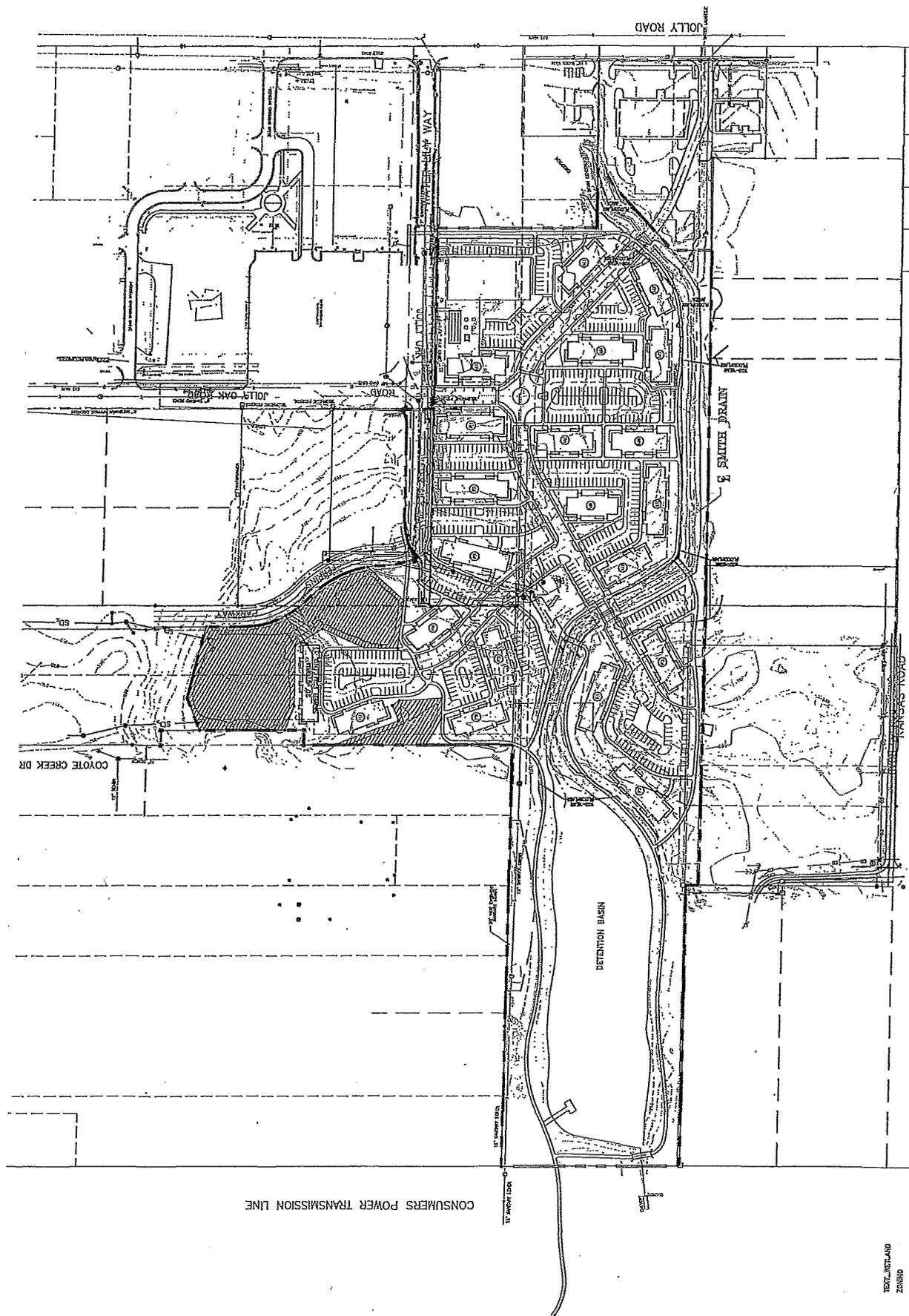
## **VII. RECOMMENDATIONS**

The following recommendations are suggested as a result of this analysis:

- All of the proposed site driveways should be stop sign controlled. The proposed Site Driveways #1 thru #5 should be constructed with one inbound and at least one outbound lane.
- The proposed southern site driveway (existing Forsberg Driveway) should be stop sign controlled; with the proposed development access drive stopping for Jolly Road traffic. The existing laneage for this driveway with one inbound and two outbound lanes should be retained.
- The existing uncontrolled Jolly Oak/Water Lily Way/Farrin Parkway intersection should be stop sign controlled; with the westbound Jolly Oak Road traffic stopping for northbound/southbound traffic.
- Minor traffic signal timing adjustments at the Jolly Road / Okemos Road intersection, including extending the cycle length from 140 seconds to 160 seconds during the evening peak hour should be reviewed.

**Appendix A**  
**Proposed Site Plan**

OPTION 4  
04/05/15  
SCALE: 1"=100'-0"  
0 50 100 200



CONSUMERS POWER TRANSMISSION LINE

TEXT, SETLAND  
ZONING

CHARTER TOWNSHIP OF MERIDIAN  
PLANNING COMMISSION  
REGULAR MEETING MINUTES  
August 10, 2015

APPROVED

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

PRESENT: Commissioners DeGroff, Ianni, Jackson, Scott-Craig, Tenaglia  
ABSENT: Commissioners Cordill, Deits, Honicky, Van Coevering  
STAFF: Principal Planner Oranchak

**1. Call meeting to order**

Chair Scott-Craig called the regular meeting to order at 7:00 P.M.

**2. Approval of agenda**

**Commissioner DeGroff moved to approve the agenda amended as follows:**

- **Move Agenda Items #7A and #7B before the Public hearings; after Agenda Item #5 and before Agenda Item #6**

**Seconded by Commissioner Jackson.**

ROLL CALL VOTE: YEAS: Commissioners DeGroff, Ianni, Jackson, Tenaglia, Chair Scott-Craig

NAYS: None

Motion carried 5-0.

**3. Approval of Minutes**

**Commissioner DeGroff moved to approve the Regular Meeting Minutes of July 27, 2015. Seconded by Commissioner Ianni.**

VOICE VOTE: Motion carried 5-0.

**4. Public Remarks**

Chair Scott-Craig opened and closed the floor for public remarks.

**5. Communications**

Communications received and distributed at the July 27, 2015 meeting and placed on file:

- A. Wm. K Miller & Judith St. King, 4660 Marsh Road, Okemos; RE: Rezoning #00150 (St. King)
- B. Ashley McFarland, Coordinator, MSU AgBio Research, E3774 University Drive, PO Box 168, Chatham; RE: SUP #15081 (Judge)

**6. Public hearings**

- A. Mixed Use Planned Unit Development #15024 (Forsberg) request to develop a mixed use planned unit development north of Jolly Road, west of Jolly Oak Road, and north of Farrins Parkway with a possible decision the same night as the public hearing and
- B. Special Use Permit #15101 (T.A. Forsberg, Inc, and WestPac Michigan), request to construct a group of buildings totaling more than 25,000 square feet in gross floor area

Chair Scott-Craig opened the public hearings at 7:12 P.M.

- Introduction by the Chair (announcement of procedures, time limits and protocols for public participation and applicants)
- Summary of subject matter  
Principal Planner Oranchak summarized the mixed use planned unit development (MUPUD) and special use permit (SUP) requests as outlined in staff memorandums dated August 7, 2015.
- Applicant  
Brent Forsberg, 2422 Jolly Road, Okemos, highlighted materials to be used on the buildings which will contain 378 units. He showed a letter on the overhead from the Greater Lansing Housing Coalition in support of the affordable housing component of the project. Mr. Forsberg addressed the issue of mowing the property in preparation for soil boring tests, noting the property was mowed as it has been for the last ten (10) years using the same pattern used two (2) weekends ago. He stated he understands there may be an issue with the wetland buffer and Gary Marx from Marx Wetlands LLC will walk the property, along with the Township to ensure open disclosure. Mr. Forsberg stressed the importance of effective and positive communication with his neighbors over the last eight (8) months of this process, adding they will coexist for many years.

Will Randall, 4409 Dobie Road, Okemos, addressed the elevation study with their architects from Colorado, showing their intention to comply with the Township's requirement to break up the façade through using a technique which employs a change in materials. He highlighted the elevation his company would like to build through use of stacked stone on the ends of the buildings with galvanized corrugated metal above. Mr. Randall added the stair towers on each end will use a type of steel which goes up shiny and is allowed to rust and becomes mottled looking over time, providing a break in the facade. He added stone will be carried around the ends, with hardy plank in the center portion of the building on the first floor and then break to tone on tone vinyl siding on the 2<sup>nd</sup> and 3<sup>rd</sup> floor. Mr. Randall indicated their intent to use a hardy fiber cement panel around the doors and windows on the other side of the façade, along with galvanized pipe railing for the exterior balconies. He stated the balconies on the interior of the building are cantilevered and not quite as deep (five (5) to six (6) feet in depth).

Mr. Randall noted it is their plan to use a standard 40 year shingle on the roofs. Relative to the height of the buildings, he noted their architect has determined a height of 45-1/2 feet to the top of the stair tower. Mr. Randall clarified the buildings are three stories served by a stairwell; on the top ends of each building is a three bedroom penthouse unit with a half floor above, accessed only within each unit. He added the unit mix for the project is a junior one bedroom of 550 square feet up to over 2,000 square feet in the 3 bedroom end units.

Mr. Randall explained there are three building types:

- Type 1 is 180 feet long
- Type 2 is 125 feet long
- Type 3 is 138 feet long

He added each building type has the same basic façade. Mr. Randall offered that Phase I will consist of 7 buildings which contain 126 units, with a mix of bedroom types.

- Public

Neil Bowlby, 6020 Beechwood Drive, Haslett, stated two questions on the health impact assessment asked about the source of water which weren't answered. He also indicated the percentage of impervious surface was not covered in the questionnaire, although he believed one of the site plans determined it to be 58%. Mr. Bowlby stated the health equity food system portion of the questionnaire inquired about whether the dwelling units will be smoke free, and was unsure why the applicant replied in the affirmative.

The applicant responded smoking will not be allowed in the apartments.

Mr. Bowlby critiqued the language in condition #3 of the resolution regarding the number of amenities, suggesting it be reworded to say "approval is subject to the following amenities..." to ensure all amenities offered by the applicant are listed. He also discussed the use of "should" v. "shall" as contained in condition #13, noting that use of the word "should" does not require all utility service distribution lines to be installed underground. Mr. Bowlby indicated the environmental study identified areas of groundwater vulnerability citing the map from the Master Plan, which he believes does not actually show areas of groundwater vulnerability and does not offer data.

Debbie Elliott, 3720 Taos Circle, Coyote Creek, Okemos, offered her research material which she stated indicated negative effects from high density living include levels of noise, odors or unwanted interactions with others; as density increases, so does the feeling of annoyance towards the surrounding environment. She did not understand the need to "cram" so many people into this area. Ms. Elliott stated she moved to Okemos for the rural atmosphere and is not excited about the project.

Ann Zimmerman, 2334 Coyote Creek, Okemos, believed the buildings will be too tall. She voiced her continued objection to the project.

- Planning Commission discussion:

Commissioner Tenaglia inquired what percentage of the project will have vinyl siding.

Mr. Randall stated he did not have that percentage with him this evening but would provide the information to the Planning Commissioners. He offered a rough estimate of less than 25-30% of the total face of the building.

Commissioner Ianni stated the staff report noted many parking spaces were missing from the required number. He asked the applicant if there was an expectation of considerable alternative transportation or other rationale for the substantial reduction in parking.

Mr. Randall replied the parking ratios computed for Okemos Pointe were verified as more than adequate by Bowen National Research, a company which performs market research for projects throughout the country. He indicated he has had discussions with Jackson National Life (JNL), Dart and Delta Dental regarding the possibility of an electric bus which would travel on a circuit to those three (3) businesses, and would be owned and operated by the community. He believed such an alternative would give tenants the option to eliminate vehicles. Mr. Randall acknowledged the proposal is underparked for requirements by Meridian Township, but adequately parked for the project, noting it would be "disastrous" for the developer to underpark Okemos Pointe.

Commissioner Jackson asked what the potential neighbors (surrounding businesses) think about the underparking plan.

Mr. Randall replied there has not been a discussion with nearby business owners regarding possible use of their parking as the developer does not anticipate that issue to be a problem. He added business owners can post signage which would prevent residents from parking in the space allotted for nearby businesses.

Chair Scott-Craig asked the applicant if there was any part of the project which would allow for wiggle room if they were underparked in Phase 1.

Mr. Randall responded if they determine Phase 1 is underparked, the applicant would modify the site plan or eliminate a building. He added he intends to have a conversation with the Hilton Home and Staybridge Suites regarding utilizing a portion of their parking area for overflow, particular as it relates to the use of the fitness center.

Commissioner Jackson asked as to the rationale for use of metal on the buildings, since the Township ordinance discourages its use.

Mr. Randall responded it is an upscale architectural element used in commercial construction, and believed the Township ordinance probably had "something else" in mind. He noted it is a robust material that weathers well and requires little long term maintenance.

Chair Scott-Craig noted vinyl is also discouraged in Township ordinance and the applicant has proposed one third of the building covered in vinyl.

Mr. Randall stated vinyl siding was proposed for long term maintenance, as it does not need to be painted and holds up well in Michigan weather. He added vinyl siding has significantly progressed in the last decade and is proposed to be installed away from the ground. As a side note, Mr. Randall offered vinyl siding is currently being used on a wide spread basis on \$1 million single family homes in this market.

Commissioner Jackson asked whether Water Lily Way is a private or public road.

Mr. Randall responded Water Lily Way is private and will remain private as a part of Okemos Pointe, which will be maintained by the community.

Commissioner Jackson asked if Mr. Forsberg owned Water Lily Way.

Mr. Forsberg responded Water Lily Way was not dedicated into a public road, is part of the Forsberg property, will remain private and will be maintained by Okemos Pointe as part of the project.

Commissioner Jackson inquired as to who is the owner of Farrins Parkway.

Farrins Parkway is a private road maintained by Forsberg, the hotel group and the Michigan Dental Association and is part of the condominium when the hotel group and the Michigan Dental Association projects were constructed through the condominium act.

Commissioner Jackson requested verification the issues regarding usage and maintenance on the two private roads will be resolved without Ingham County Road Department (ICRD) input.

Mr. Forsberg replied in the affirmative.

Principal Planner Oranchak added the design is reviewed and approved by the Township using specific standards, which are typically ICRD standards even though they are private roads.

Commissioner Jackson inquired if the wetlands have been delineated.

Mr. Forsberg responded the wetlands were delineated as part of the professional office rezoning approximately ten (10) years ago. He noted the land will be walked next week with Gary Marx to ensure the wetland delineation has not changed and there is no encroachment.

Commissioner Jackson reiterated the wetland delineation has been updated, as it was not included in the Planning Commission packet.

Jeff Kyes, KEBS, Inc. 2116 Haslett Road, clarified the flagging has been completed by Gary Marx, and is currently being surveyed. He added it will take an additional five (5) to six (6) days to place the delineation "on paper."

Chair Scott-Craig stated one of the conditions is that the township wetland consultant has reviewed the wetlands and inquired as to the status of the consultant's review.

Principal Planner Oranchak responded the Township wetland consultant must wait until the applicant's survey work is complete in order to assess whether there is agreement on the flagging. She added there is always the possibility of a modification based on the Township consultant's investigation.

Chair Scott-Craig stated the Planning Commission does not currently have specific information as to the location of the boundaries and the setbacks with regard to where the buildings have been proposed.

Mr. Kyes stated that although there is not a definitive new delineation, they believe it is very close to the old one. He offered history that the wetlands were set up as a limited or general common element of the condominium that had a built-in buffer and they used that to compute the location of the buildings.

Principal Planner Oranchak inserted the setback depends on the size of the wetland and the closest 20 feet is always the natural vegetation strip.

Commissioner DeGroff asked for the rationale behind the Township discouraging metal and vinyl building material.

Principal Planner Oranchak believed it was because of the quality of the materials as the Township was looking for better quality based on giving the applicant exemptions from the Township ordinances.

Commissioner DeGroff asked the applicant if he wasn't going to use metal and vinyl, what type of material would be used.

Mr. Randall responded the choice of material to be used is an integral part of the modern mountain architecture theme the applicant is attempting to achieve and the elevation is a large part of that look. He believed it difficult to provide an alternative material which would still achieve the desired appearance. Mr. Randall noted use of these materials are currently being installed by DTN in the Vista Project at Eastwood Towne Center.

Relative to the number of parking spaces, Commissioner DeGroff expressed skepticism that residents could live in this development without use of an automobile.

Mr. Randall responded he was not proposing no car, but possibly one (1) car instead of two (2) in the two (2) bedroom apartments. He indicated the reduced parking calculations used numbers that have been successfully used around the country and there is proof these numbers are more than adequate for a similar project.

Commissioner DeGroff asked the applicant to repeat the calculations used to determine the number of parking spaces.

Mr. Randall listed them as follows:

- Junior one bedrooms were assigned one (1) parking space per unit
- One (1) bedroom units were assigned one and one half (1-½) parking spaces per unit
- Two (2) and three (3) bedroom units were assigned two (2) parking spaces per unit

Commissioner Jackson stated she does not believe pathways and sidewalks, underground utilities, LED lighting, awnings and balconies should be counted as amenities.

Mr. Kyes responded the amenities are listed in the Township's ordinance.

Chair Scott-Craig voiced appreciation for many of the elements being provided by the applicant in this development. He stated what is being built is a multi-family project in what is commercially zoned space. Chair Scott-Craig addressed the building setbacks from the property line which are short, asking if there was a way that some of the setbacks can be adjusted to be more in line with residential to residential setbacks, rather than commercial to residential setbacks. Chair Scott-Craig believed doing so would eliminate the extent and number of variances.

Chair Scott-Craig also was concerned with the setbacks from streets, noting the standard is 25 feet and there are a number of those setbacks which are less than 25 feet and should be looked at. He expressed interest in review of the reduced parking area setbacks as well, as one of the setbacks is only three (3) feet.

Mr. Kyes clarified Water Lily Way is an easement to serve other parcels and will be used for off-street parking. He indicated the setbacks from public streets are off Jolly Road where the buildings currently exist. Relative to the parking area setback near the fitness center, he indicated it was problematic to meet any other standard and also meet the depth of the parking space and width of the drive isle. The three (3) foot setback was as much buffer as "doable" between the parking lot for the fitness center and commercial next door.

Chair Scott-Craig maintained setbacks are an issue considering there will be a fair amount of traffic on the private streets. He questioned whether the proposed three (3) foot setback would be reasonable given the typical setback is 20 feet.

Chair Scott-Craig pointed out the Smith Drain is under study and believed there was 50 feet across the Smith Drain.

Mr. Kyes clarified there is a 50 foot natural feature setback in the Township ordinance from a line called "top of bank" of the Smith Drain. He indicated the buildings along the drain will be within 50 feet of the top of the bank of the drain.

Chair Scott-Craig stated it is difficult to ascertain compliance without all of the data needed to make that determination.

Chair Scott-Craig expressed concern with the drainage plan, while acknowledging that is something which will be vetted later in the process. He noted he attended a talk by Ingham County Drain Commissioner (ICDC) Pat Lindemann, during which Mr. Lindemann indicated his desire to have drainage systems treat the first inch of water so the water and its contents never reach the river. He suggested the Planning Commission be provided with specific information that the stormwater will be retained.

Mr. Kyes responded the detention will be taken care of and the applicant must treat the first inch per the ICDC. He stated a plan was included in the packet which shows some stormwater management which depicted areas of treatment (rain gardens or bioswales). Mr. Kyes indicated that at this point, the applicant is not required to supply grading plans or perform stormwater calculations. He noted the ICDC sets the requirements, and those requirements must be met or the project will not move forward, adding he has alerted the ICDC the property has sufficient room to treat the first inch. Once the project reaches that point, Mr. Kyes indicated stormwater management will be shown when full design is completed.

Chair Scott-Craig addressed the issue of fencing along the drain where there is a six (6) to eight (8) foot drop. He inquired if the steep drop off would be a safety concern.

Mr. Kyes replied that issue has not "come up", and the same drain down the west side of Okemos Road becomes deeper as it gets closer to the river. He stated a fence can certainly be discussed, but the ICDC must give permission as regulations prohibit a fence within the easement.

Chair Scott-Craig spoke to the novelty of the rental office/clubhouse.

Mr. Randall clarified the function of that building will primarily be one of a leasing office, but the amenity piece of the clubhouse aspects of the project will be in the fitness facility.

Chair Scott-Craig requested clarification by staff between height and peak.

Principal Planner Oranchak responded measurement depends upon the shape of the roof. She indicated staff used the drawings provided by the applicant to estimate the height of the roof.

Mr. Randall added the drawings were scaled by the architect, but not to scale.

Ms. Oranchak replied staff decided to measure to the top, because it is not strictly the roof type that is actually a peaked roof.

Mr. Randall stated it is a half-peaked roof. He noted he will obtain clarification from the architect as to where it is being measured to ascertain the height.

John Scott-Craig spoke to elevations of the fitness center as it relates to articulation.

Mr. Forsberg replied the fitness center building exists and the steel structure in place will remain. He noted the front of the building (visible from Jolly Oak Road) is flat with a casement style center and a center door. Mr. Forsberg stated it is his intention to bring the peak up and pull out the roof to add architectural steel or timber in the front with the addition of a window feature for curb appeal, adding the pitch of the roof on the sides will be raised.

John Scott-Craig spoke to the common area and gazebo, requesting an explanation from the applicant.

Mr. Forsberg responded he still intends to construct an open air pavilion near the pond. He indicated the area still being worked on is the diamond shaped park to be used as a central gathering area.

Chair Scott-Craig voiced concern with the drain traversing through an area where children will be playing. He did not believe there were other residences with the same proximity to other portions of the drain.

Mr. Forsberg indicated he will drive the entire drain to look at its proximity to other residential developments.

Chair Scott-Craig closed the public hearings at 8:33 P.M.

The request by the applicant to suspend its rules in order to act upon this item the same night as the public hearing was considered.

Planning Commission discussion:

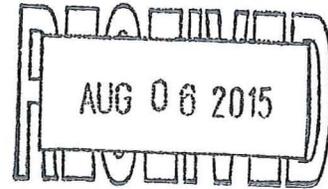
- Complexity of the large development and public input would weigh against suspension against the Planning Commission's bylaw
- Planning Commissioner belief there is no sense of urgency as this large project has been before public bodies since the beginning of the year
- Need for additional information on wetlands prior to the next meeting
- Many of the Planning Commission members are absent this evening
- Suggestion by one Planning Commissioner to amend the resolution provided in the packet as follows:
  - Amend condition #3 (as expressed by a member of the public) by deleting "one or more amenities. The applicant proposes" on the first line
  - Amend condition #13 by deleting "should" and inserting "shall"
- Reminder by the Chair the Planning Commission is making a recommendation to the Board and Board resolutions normally say shall

## 7. Unfinished Business



August 10, 2015

Mr. Brent Forsberg  
President  
TA Forsberg Real Estate Development Company  
2422 Jolly Rd #200  
Okemos, MI 48864



Dear Brent:

On behalf of the Greater Lansing Housing Coalition (GLHC), Mid-Michigan's regional Community Housing Development Organization (CHoDO), I am pleased to provide this letter of support for the Okemos Pointe mixed use development project (MUPD #15024 and SUP #15101). As you know, GLHC recently completed a three-year study of the housing conditions of Mid-Michigan. The results, called the Ingham-Clinton-Eaton Fair & Affordable Housing Plan (ICE Plan), are available at [www.glhc.org](http://www.glhc.org) and underline the critical need for affordable housing in the tri-county area.

Meridian Township residents and their elected officials have long valued the preservation of green space and farmland, promoting walkable, bikeable neighborhoods and encouraging density in areas of the township most suitable for such development. This site location is at one of the major intersections in the township (Jolly/Okemos Roads), and has good proximity to schools, major employers, transit routes and is adjacent to the existing non-motorized pathway.

Given the township's need for affordable housing options for all residents including renters, GLHC is pleased that the Okemos Pointe development will include a set-aside of 3% of the units for low-to-moderate income individuals and families. We also are pleased to note that these units will be floating (meaning that any unit can house a low-to-moderate income tenant) and that all of the units will be finished using the same quality of materials and finishing techniques. We also support your decision to use the 80% Area Median Income (AMI) scale for tenants occupying the set-aside units and are looking forward to working with you to ensure that income verification is done in accordance with MSHDA and HUD regulations as well as industry best practices.

GLHC looks forward to working with you and your team as this project moves forward and to working together on other projects in the region.

Warm Regards,

A handwritten signature in black ink, written in a cursive style. The signature appears to read "Julie A. Powers".

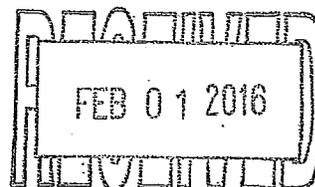
Julie A. Powers  
Executive Director

# Okemos Pointe

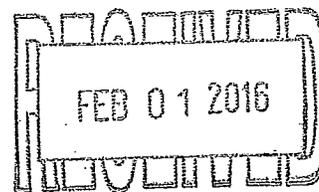
2/1/2016

Building Square Footage

	<u>Building Type</u>	<u>Gross Building SF</u>	
1	M10- Mixed Use	19,904	(6,214 Ground Level Commercial and 13,690 Reside
2	Market Buiding	25,000	(20,000 SF Ground Level and 5,000 SF Mezzanine)
3	2398 Jolly Road	10,000	(10,000 Total SF with 7,800 renovated for new use)
4	M1- Type 3	19,904	
5	M2- Type 3	19,904	
6	M3- Type 3	19,904	
7	M4- Type 1	24,944	
8	M5- Type 2	21,488	
9	M6- Type 2	21,488	
10	M7- Type 2	21,488	
11	M8- Type 3	19,904	
12	M9- Type 3	19,904	
13	P1- Type 1	24,944	
14	P2- Type 1	24,944	
15	P3- Type 3	19,904	
16	P4- Type 3	19,904	
17	P5- Type 3	19,904	
18	P6- Type 2	21,488	
19	P7- Type 2	21,488	
20	F1- Type 1	24,944	
21	F2- Type 1	24,944	
22	F3- Type 2	21,488	
	<b>TOTAL GROSS SF</b>	<b>467,784</b>	



ntial 2nd and 3rd Level)



**Okemos Pointe**  
 Meridian Township, MI  
 2/1/2016  
 MU PUD Plan - Summary

Meadow Group						
Building	Building type	Unit Type				Total
		JR 1 BR	1 BR	2 BR	3 BR	
M1	Double Loaded (Type T3-R)	6	6	4	2	18
M2	Double Loaded (Type T3)	6	6	4	2	18
M3	Double Loaded (Type T3)	6	6	4	2	18
M4	Double Loaded (Type T1-R)	0	0	16	2	18
M5	Double Loaded (Type T2-R)	0	12	4	2	18
M6	Double Loaded (Type T2-R)	0	12	4	2	18
M7	Double Loaded (Type T2)	0	0	16	2	18
M8	Double Loaded (Type T3-R)	6	6	4	2	18
M9	Double Loaded (Type T3)	6	6	4	2	18
M10*	Double Loaded (Type T3)	4	4	2	2	12
<b>Total</b>		<b>34</b>	<b>58</b>	<b>62</b>	<b>20</b>	<b>174</b>

1st floor of M10 to be 6200 sf commercial.

	Coverage	total sf
	6,214	19,904
	6,214	19,904
	6,214	19,904
	7,894	24,944
	6,742	21,488
	6,742	21,488
	6,742	21,488
	6,214	19,904
	6,214	19,904
	6,214	19,890
	<b>65,404</b>	<b>208,818</b>

Park Group						
Building	Building type	Unit Type				Total
		JR 1 BR	1 BR	2 BR	3 BR	
P1	Double Loaded (Type T1-R)	0	0	16	2	18
P2	Double Loaded (Type T1-R)	0	0	16	2	18
P3	Double Loaded (Type T3)	6	6	4	2	18
P4	Double Loaded (Type T3)	6	6	4	2	18
P5	Double Loaded (Type T3)	6	6	4	2	18
P6	Double Loaded (Type T2)	0	12	4	2	18
P7	Double Loaded (Type T2)	0	12	4	2	18
<b>Total</b>		<b>18</b>	<b>42</b>	<b>52</b>	<b>14</b>	<b>126</b>

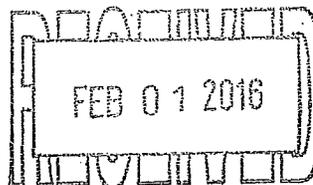
		total sf
	7,894	24,944
	7,894	24,944
	6,214	19,904
	6,214	19,904
	6,214	19,904
	6,742	21,488
	6,742	21,488
	<b>47,914</b>	<b>152,576</b>

Forest Group						
Building	Building type	Unit Type				Total
		JR 1 BR	1 BR	2 BR	3 BR	
F1	Double Loaded (Type T1)	0	0	16	2	18
F2	Double Loaded (Type T1)	0	0	16	2	18
F3	Double Loaded (Type T2-R)	0	12	4	2	18
<b>Total</b>		<b>0</b>	<b>12</b>	<b>36</b>	<b>6</b>	<b>54</b>

		total sf
	7,894	24,944
	7,894	24,944
	6,742	21,488
	<b>22,530</b>	<b>71,376</b>

Project Total	52	112	150	40	354
	14.69%	31.64%	42.37%	11.30%	100%

0	135848	432770
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## Okemos Pointe

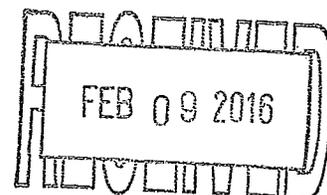
### Site Plan Change Narrative

February 4, 2016

The purpose of this narrative is to provide an overview of the project site plan changes made from the first public hearing on 8/10/15 to the present, final proposed site plan.

- MUPUD site plan acreage has increased from 33.73 acres to 37.29 acres with the addition of Okemos Pointe Plaza at 2398 Jolly Road and a .9 acre adjacent parcel at 2360 Jolly Road, to be acquired from Kurt Boegner/Value Tire Center for additional parking.
- The original plan included 21 multifamily apartment buildings with a total of 378 units. The revised plan includes 19 multifamily apartment buildings with a total of 342 units, 1 mixed-use building including 6200 sf of commercial space on the lower level and 12 units above, for a total of 354 apartment units. This modification brings the proposed project density to 9.5 units per acre, compared to the original plan density of 11.2 units per acre.
- Due to modifications of the delineated wetland on the northern portion of the site, one apartment building was eliminated.
- We are moving forward with a joint permit with the Ingham County Drain Commission to cover a portion of the Smith Drain through the southern part of the property to allow for the repositioning of 2 buildings and the addition of parking for the proposed Market building.
- The use of the existing industrial building on Jolly Oak Road has been changed from a fitness facility to a retail market.
- Total parking for the site has increased from 656 total spaces to 882 spaces, for a net gain of 226 spaces.
- The gross square footage of the original project was approximately 579,500 square feet including the proposed Fitness Center and separate leasing office. The revised plan proposes a total of 467,784 gross square feet, including the addition of the 10,000 square foot existing retail building at 2398 Jolly Road.
- The original plan included approximately 33,000 of proposed commercial uses, including the 3,000 leasing office and up to 30,000 square foot Fitness Center. The revised plan proposes a 19,904 square foot mixed-use building on Jolly Oak Road with 6,214 square feet of commercial space on the first level, a 25,000 square foot Market, and the existing 10,000 square foot Okemos Pointe Plaza with 7,800 square feet to be built out as a commercial kitchen and specialty market. The revised plan proposes new commercial space of approximately 39,000 square feet.

Okemos Pointe, LLC  
Will Randle, Manager



## Okemos Pointe

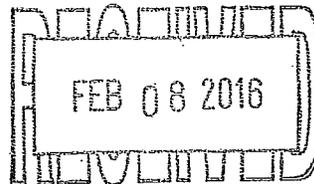
Brownfield Update

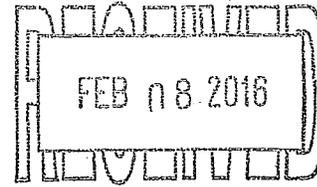
February 8, 2016

During the detailed soil boring operations on the Okemos Pointe site, SME discovered the presence of possible petroleum products in the soils in and near the industrial buildings in the proximity of the location where fuel tanks were removed and remediation took place in the past. As a result, a new Phase One Environmental study was approved by LEAP and the Ingham County Brownfield Authority. The Phase One study concluded that a Phase Two study is necessary to determine the extent of possible contamination. I have attached the approved Sampling and Analysis Plan for the Phase Two study, as well as the Findings, Opinions, and Conclusions from the Phase One study. Sampling will take place on February 10<sup>th</sup> and 11<sup>th</sup>.

I will be prepared to give a complete update on the findings and conclusions of the Sampling and Analysis plan at the February 22<sup>nd</sup> meeting of the Meridian Township Planning Commission.

Will Randle  
Okemos Pointe, LLC





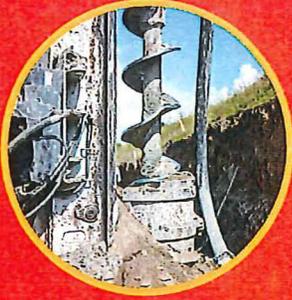
## 8.0 FINDINGS, OPINIONS, AND CONCLUSIONS

We have performed a Phase I Environmental Site Assessment in conformance with the scope and limitations of ASTM Standard Practice E 1527-13 of two full parcels identified as 2360 and 2362 Jolly Oak Road and portions of four parcels identified as 2360 and 2398 Jolly Road, 2350 Jolly Oak Road, and Jolly Oak Road in Meridian Charter Township Ingham County, Michigan. Any exceptions to, or deletions from, this practice are described in Section 2.4 of this report. In the EP's opinion, this assessment has revealed no evidence of recognized environmental conditions in connection with the Property except for the following.

- The potential for undetected and/or unreported releases of hazardous substances and/or petroleum products associated with the following historical operations on the Property:
  - metal welding and fabricating (Section 5.4.2) may have led to a release of metals, lubricating and cutting oils, and metal cleaning chemicals;
  - molding and painting of plastic (Section 5.4.2) may have led to a release of paint, and paint and mold cleaning chemicals;
  - accumulation, transfer and storage of waste oil, paint and solvents (Section 5.1, 5.2.1, 5.4.2, and 7.1) may have led to a release of hazardous substances and/or petroleum products;
  - vehicle service (Section 5.4.2) may have led to a release of fuels, degreasers and vehicle fluids (e.g. oils, coolants, lubricants, etc.);
  - gasoline and diesel storage and fueling (Section 4.3, 4.5, 5.1, 5.4.2, 7.1) resulted in at least one known release of petroleum products and may have led to additional unreported and/or undetected releases of petroleum products;
  - storage of construction equipment and construction yard operations (Section 4.3, 4.5, and 5.4.2) may have led to a release of hazardous substances and/or petroleum products; and
  - placement and storage of fill material containing construction debris on the Property (Section 5.4.2 and 7.1) may have caused releases of hazardous substances and/or petroleum products to the underlying soil and/or groundwater.
- The potential presence of hazardous substances and/or petroleum products in the area of the septic systems (septic tanks and drain fields) associated with the chemical usage at the 2360 and 2362 Jolly Oak Road buildings (Section 5.2.1). Historical spills or disposal of chemicals in drains connected to the septic system may have resulted in releases of hazardous substances and/or petroleum products into the soil and/or groundwater in the area of the septic systems.
- The potential for a release of hazardous substances and/or petroleum products associated with odors noted in soil at a geotechnical soil boring previously completed by SIME on the eastern portion of the Property (Section 5.2.4). Petroleum-type odors were noted in a geotechnical boring completed in the eastern portion of the Property and could indicate a release of hazardous substances and/or petroleum products from an unknown source.
- The potential for migration of undetected and/or unreported releases of hazardous substances and/or petroleum products from the south and east-adjointing vehicle service sites (2360 and 2380 Jolly Road) (Sections 5.1, 5.4.3, 6.5, and 7.1). The south-adjointing site (2380 Jolly Road) has operated as a vehicle service station since at least 2005 and potentially generated hazardous waste. The east-adjointing site (2360 Jolly Road) has operated as a vehicle service station since at least 1990 and a 4,000-gallon UST used for diesel fuel was removed from the site in 1989. Based on an estimated groundwater flow direction from these sites towards the Property, releases of hazardous substances and/or petroleum products may have migrated onto the Property.

It is the EP's opinion that a site investigation is needed to evaluate whether environmental contamination is associated with the identified RECs.

We identified no data gaps in connection with this Phase I ESA. We identified one limitation in connection with this Phase I ESA. We were unable to locate the discharge of the floor drains in the buildings on the 2360 and 2362 Jolly Oak Road parcels. The potential for spills or leaks to enter the floor drains and migrate to soil and/or groundwater was already identified as an REC; therefore, the inability to locate the discharge of the floor drains did not impair our ability to identify RECs in connection with the Property.



## SAMPLING AND ANALYSIS PLAN

OKEMOS POINTE APARTMENTS  
JOLLY ROAD AND JOLLY OAK ROAD  
OKEMOS, MICHIGAN

USEPA Cooperative Agreement Number: BF-00E01544-0  
SMÉ Project Number: 073348.00.003.001

January 13, 2016



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## 1.0 INTRODUCTION

We prepared this Sampling and Analysis Plan (SAP) as a requirement of the United States Environmental Protection Agency (USEPA) brownfields grant program prior to using assessment grant funds for environmental investigation. The Lansing Brownfield Redevelopment Authority (LBRA) Coalition intends to use its hazardous substances grant to fund an environmental assessment of a property including portions of the parcels located at 2630 and 2398 Jolly Road; 2350, 2360 and 2362 Jolly Oaks Road and one parcel with no listed address, in Okemos, Meridian Township, Ingham County, Michigan, hereinafter "the Property." The Property was determined to be eligible for the use of assessment grant funds on December 9, 2015. The general location of the Property is shown on Figure 1.

The objective of the environmental assessment is to evaluate current site environmental conditions for the purpose of supporting environmental due diligence, liability management, and potential safe (property) use (due care) issues for WestPac Campus Communities. Descriptions of the site history and known current environmental conditions; strategies and procedures for collection and chemical analyses of soil and groundwater samples, data evaluation, and reporting; and the estimated project schedule are presented in the following sections.

## 2.0 PROPERTY HISTORY, CURRENT CONDITIONS, AND PLANNED PROPERTY ASSESSMENT

Summaries of the Property history, current Property conditions, environmental conditions, and planned assessment are presented in the following subsections.

### 2.1 PROPERTY HISTORY

We reviewed the Property history as part of research for our draft Phase I Environmental Site Assessment (ESA) for the Property. The Property was agricultural and wooded land by 1938 and through 1963. The Property was first developed in 1963 with an industrial building. A second industrial building was constructed in 1971. The industrial buildings were occupied by various commercial and industrial businesses with historical operations including metal welding and fabricating; molding and painting of plastic; gasoline and diesel fueling; vehicle service; storage of construction equipment and construction yard operations. Portions of the Property were also used for placement and storage of fill material containing construction debris; and accumulation, transfer and storage of waste oil, paint and solvent. A construction yard was present on the western and central portions of the Property from 1981 through 1999. Five underground storage tanks (USTs) containing gasoline, diesel or waste oil were removed from the Property in 1992. Soil contaminated from releases from the USTs was reportedly remediated in 1993.

### 2.2 CURRENT CONDITIONS

At the time of the December 15, 2015, Phase I ESA site reconnaissance, the Property consisted of approximately 35 acres of land developed with two industrial buildings and two storage buildings (Figure 2). The remainder of the Property was gravel- or grass-covered, undeveloped land. A county drain was observed on the western portion and a retention pond was located in the northern portion. SME conducted a geotechnical evaluation of the Property in July and August 2015. Soil conditions encountered during the geotechnical evaluation consisted of shallow fill soil over layers of native clay and sand. Groundwater was encountered at an approximate depth of 10 to 15 feet below ground surface (bgs).

### 2.3 ENVIRONMENTAL CONDITIONS

SME's project team identified the following recognized environmental conditions (RECs) in the draft Phase I ESA:

- The potential for undetected and/or unreported releases of hazardous substances and/or petroleum products associated with historical operations on the Property including:
  - metal welding and fabricating;
  - molding and painting of plastic;
  - accumulation, transfer and storage of waste oil, paint and solvent;
  - vehicle service;
  - gasoline and diesel storage and fueling;
  - storage of construction equipment and construction yard operations; and
  - placement and storage of fill material containing construction debris on the Property.
- The potential presence of hazardous substances and/or petroleum products in the area of the septic systems (septic tanks and drain fields) associated with the chemical usage at the 2360 and 2362 Jolly Oak Road buildings.
- The potential for a release of hazardous substances and/or petroleum products associated with odors noted in soil at SME geotechnical soil boring B14.

- The potential for migration of undetected and/or unreported releases of hazardous substances and/or petroleum products from the south-adjointing vehicle service sites (2360 and 2380 Jolly Road).

## 2.4 PLANNED SITE ASSESSMENT

We designed the proposed assessment activities to further evaluate current site environmental conditions for the purpose of supporting environmental due diligence, liability management, and potential safe (property) use (due care) issues associated with WestPac Campus Communities' redevelopment of the Property. The assessment will include collection and chemical analyses of soil, groundwater and soil gas samples; comparison of the analytical results to Michigan's Part 201 generic residential and non-residential cleanup criteria (soil and groundwater) and vapor intrusion soil gas screening levels (soil gas) and preparation of a Baseline Environmental Assessment (BEA) report and Documentation of Due Care Compliance. The BEA report, submitted to the Michigan Department of Environmental Quality (MDEQ), will provide the basis for the prospective owner's (WestPac Campus Communities) defense against liability for environmental contamination existing on the Property at the time of acquisition. Documentation of Due Care Compliance will provide information for the owner to comply with Part 201's due care (safe property use) requirements.

## 3.0 SAMPLING PLAN

The sampling plan for the assessment activities is presented in this section. The sampling plan includes a summary of the planned soil, groundwater and soil gas sampling locations, rationales for those locations, and descriptions of procedures and methods for field sampling.

### 3.1 SUMMARY OF SAMPLING LOCATIONS

The planned sampling locations (SB1 through SB20 and SG1 through SG5) are shown on Figure 2. We selected the sample locations to further evaluate the RECs identified in the Phase I ESA and to evaluate potential safe property use (due care) concerns associated with the current and future uses of the Property. Specific sampling objectives, rationales for the sample locations and depths, and target analytes are summarized in Table 1. The rationales for the selection of sample intervals at each boring are further discussed in Section 3.2.1.

SME's project team will advance twenty soil borings (SB1 through SB20) using hydraulically driven, direct-push coring equipment for collection of soil and groundwater samples; two hand auger borings (SB21 and SB22) for collection of soil samples in the mounded fill materials; four sub-slab soil gas sample points (SG1 through SG4) for collection of soil gas samples beneath the 2360 and 2362 Jolly Oak Road buildings and two soil gas sample (SG5) in the area of former waste solvent storage. SME's project team will also install and sample temporary groundwater monitoring wells fitted with pre-packed screens at up to ten of the direct-push boring locations identified on Figure 2.

SME's project team will also install and sample temporary groundwater monitoring wells fitted with pre-packed screens at up to ten of the sample locations.

### 3.2 SAMPLING PROCEDURES AND METHODS

Soil and groundwater sampling, soil gas sampling, quality control (QC) sampling, and waste management procedures and methods are summarized in this subsection. Sampling activities will be conducted in accordance with the Quality Assurance Project Plan (QAPP) for the Lansing Regional Brownfields Coalition, which was approved by the EPA on February 18, 2011, and subsequently updated with USEPA approval on December 8, 2015.

#### 3.2.1 SOIL AND GROUNDWATER SAMPLING

SME's project team will collect soil and groundwater samples according to the methods described in SME's SOP 1, Soil and Groundwater Sampling Using Direct-Push Methods, and/or SOP 2, Soil Sampling with a Hand Auger, which were included in the QAPP. Additional details of our sampling procedures are provided below:

- We will collect continuous soil samples from each boring, visually characterize them in the field, and note physical indicators of environmental contamination (odors and staining).
- We will field-screen the soil samples using a portable photoionization detector (PID) for the potential presence of volatile organic compounds (VOCs).
- We will collect soil samples for chemical analyses in accordance with the plan described in Table 1.
  - We will collect one soil sample from each soil borings at the target depth (Table 1), if applicable, or the depth where evidence of contamination is noted. Sample preference will be based on evidence of contamination in the following descending order of importance: 1) elevated PID measurements, 2) olfactory evidence, 3) visual observation of unnatural coloration or man-made debris.

- If no evidence of contamination is noted, we will collect soil samples from each sampling location from the upper three feet of the soil column to evaluate the potential presence of contaminated fill soil.
- We may collect additional soil samples if evidence of contamination is observed at more than one depth interval.
- In selected soil borings, after soil samples are collected, we will install and sample temporary, one-inch diameter, polyvinyl chloride (PVC) well assemblies fitted with five-foot long, pre-packed well screens in the open boreholes, where groundwater is encountered.
- We will collect the groundwater samples for chemical analyses from the temporary wells using a peristaltic pump at low-flow sampling rates. The pH, temperature, and conductivity of the purge water will be monitored until judged stable prior to collecting a groundwater sample. The sampling procedures will be consistent with those outlined in the QAPP.

After completion of soil and groundwater sampling at each location, we will place purge water and soil cuttings back into their respective boreholes, fill the remaining space with hydrated bentonite, and restore the ground surface to match surrounding materials (soil or pavement).

### 3.2.2 SOIL GAS SAMPLING

We will install soil gas wells and sub-slab soil gas sample points in accordance with SME SOP 22, Soil Gas and Sub-Slab Vapor Sampling and Analysis Using EPA Method TO-15 (Michigan), which is included in the QAPP. Additional details of our sampling procedures are provided below:

- We will install the four sub-slab sample points at four sample locations (SG1 through SG4). We will install soil gas wells in the boreholes at two sample locations (SG5 and SG6) at a depth of approximately five feet bgs and collect soil gas samples. Each soil gas well and sub-slab sample point will be allowed to stabilize for at least 30 minutes after installation before sampling.
- The soil gas well or sub-slab sampling points sample tubing and sample train will be checked for leaks using a helium-filled chamber. After a satisfactory leak check, we will collect a soil gas sample at a flow rate of approximately 200 mL/min using a laboratory-supplied, pre-cleaned Bottle-Vac™ sampler. The sampling procedures will be consistent with those outlined in the QAPP.

After completion of sub-slab soil gas sampling, we will remove the sample points and patch the hole with concrete to match existing floor. After completion of the soil gas wells, we will remove the tubing and screen, fill the remaining space with hydrated bentonite, and restore the ground surface to match surrounding materials (soil or pavement).

### 3.2.3 QUALITY ASSURANCE AND QUALITY CONTROL

We will minimize the potential for cross-contamination by using new, disposable, nitrile sampling gloves for collection of each soil, groundwater, and soil gas sample; using new sample tubing for collection of each groundwater and soil gas sample; decontaminating soil sampling equipment before each use; and, calibrating field instruments in accordance with manufacturer's instructions

SME's project team will collect quality control (QC) samples, as summarized in Table 1, in accordance with SME SOP 6, Field Quality Control Samples, included in the QAPP. The sample handling and custody requirements, laboratory analytical methods, analysis reporting limits, and reporting protocols will be consistent with those described in the QAPP.

### 3.2.4 WASTE MANAGEMENT

We will manage investigation-derived wastes as described in SME SOP 12, Investigative Derived Wastes, included in the QAPP.

## 4.0 ANALYSIS PLAN

Fibertec Environmental Services, Inc. (Fibertec) of Holt, Michigan will analyze soil and groundwater samples for one or more of the following analytes or analyte groups (see Table 1 for specific analytes for each sample):

- volatile organic compounds (VOCs),
- polycyclic aromatic hydrocarbons (PAHs),
- polychlorinated biphenyls (PCBs), and
- arsenic, barium, cadmium, chromium, copper, lead, mercury, selenium, silver, and/or zinc (metals).

Fibertec will analyze the samples using the following USEPA methods:

- VOCs – Method 8260 (soil and groundwater) and TO-15 (soil gas),
- PAHs – Method 8270,
- PCBs – Method 8082, and
- Metals - Method 6020/7471/7470.

Laboratory testing, analysis method reporting limits (MRLs), QA/QC procedures, and reporting protocols used or performed by Fibertec will be consistent with those described in the project QAPP. If total lead is measured in soil at a concentration above 75,000 µg/kg, the soil sample may also be analyzed for fine/coarse lead fractions. We will also collect filtered groundwater samples and instruct the laboratory to hold them pending metals analyses results. If any metal(s) is measured in the unfiltered samples at a concentration exceeding the most restrictive Part 201 generic cleanup criterion, the corresponding filtered groundwater sample will be analyzed for the metal(s) to assist in determining if the initial results represented dissolved constituents or suspended sediment.

## 5.0 DATA EVALUATION AND REPORTING

We will evaluate the data collected during the environmental assessment as described in Section 4.0 - Data Verification/Validation and Usability of the QAPP. Following data review, verification, and validation, we will prepare a report. The report will include details of the activities performed, procedures followed, and results. The report also will include a sampling location diagram, tabulated analytical results, soil boring logs, a copy of the laboratory analytical report for all samples collected, and a copy of the chain-of-custody (COC) records. If the Property is a "facility" as defined in Part 201, we will prepare a Baseline Environmental Assessment (BEA) report and Documentation of Due Care Compliance.

## 6.0 ESTIMATED SCHEDULE

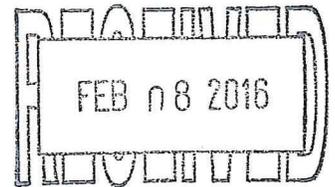
The environmental activities described in this SAP are to be implemented according to the schedule presented below. This schedule is in weeks subsequent to USEPA approval of the SAP and conducting field activities.

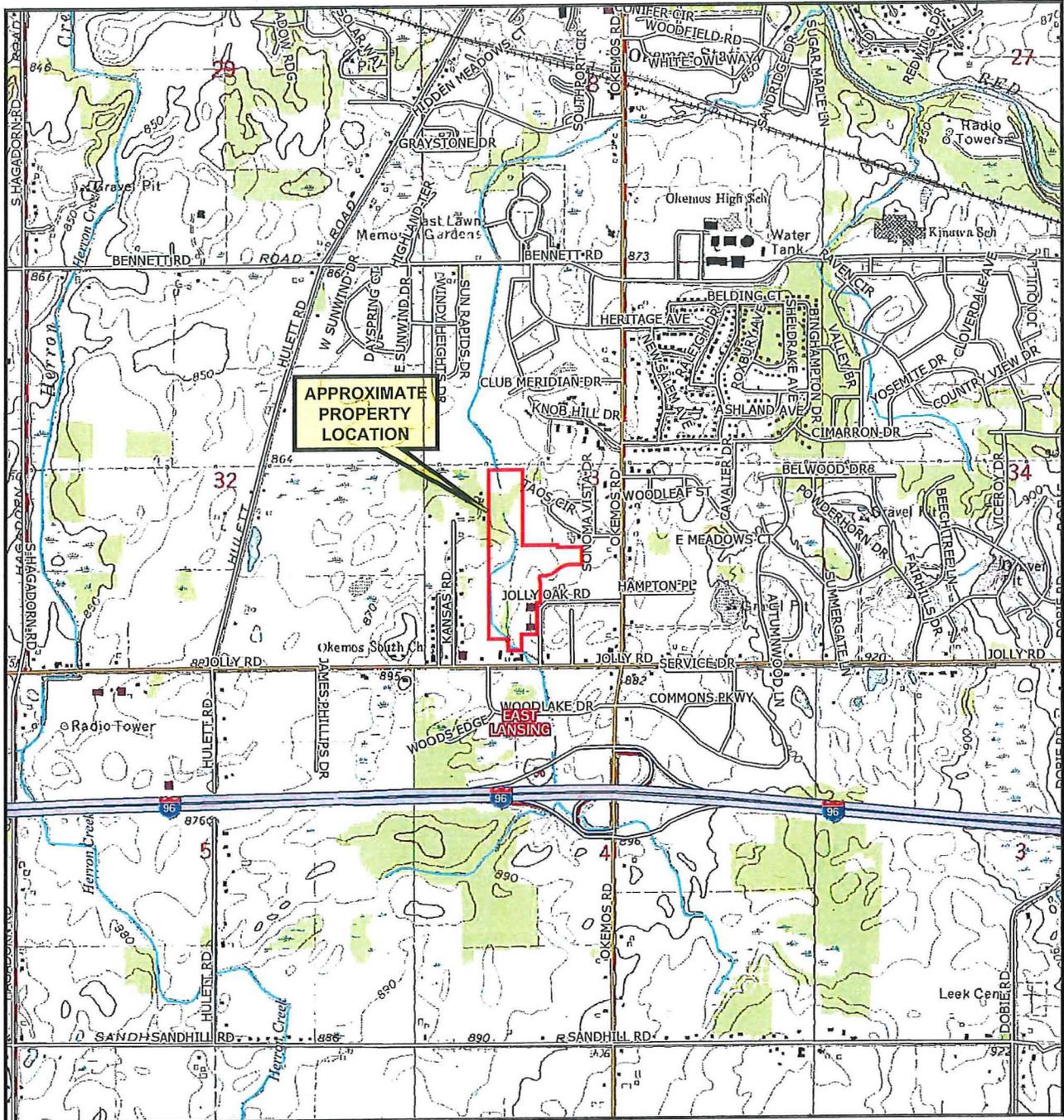
- Field Sampling ..... Week 1
- Laboratory Analyses ..... Week 1 through Week 2
- Data Evaluation and Reporting ..... Week 3 through Week 7

**FIGURES**

**FIGURE 1: PROPERTY LOCATION MAP**

**FIGURE 2: PROPOSED SAMPLE LOCATION DIAGRAM**

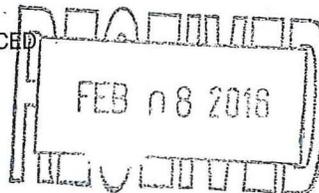
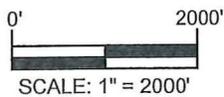




Base map obtained from ©DeLorme Topo North America™ 10.

USGS QUADRANGLE(S) REFERENCED

EAST LANSING (MI) 1976



No.	Revision Date	Date	1-4-16
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		Designed By	AJL
		Scale	1" = 2000'
		Project	073348.00.003.001

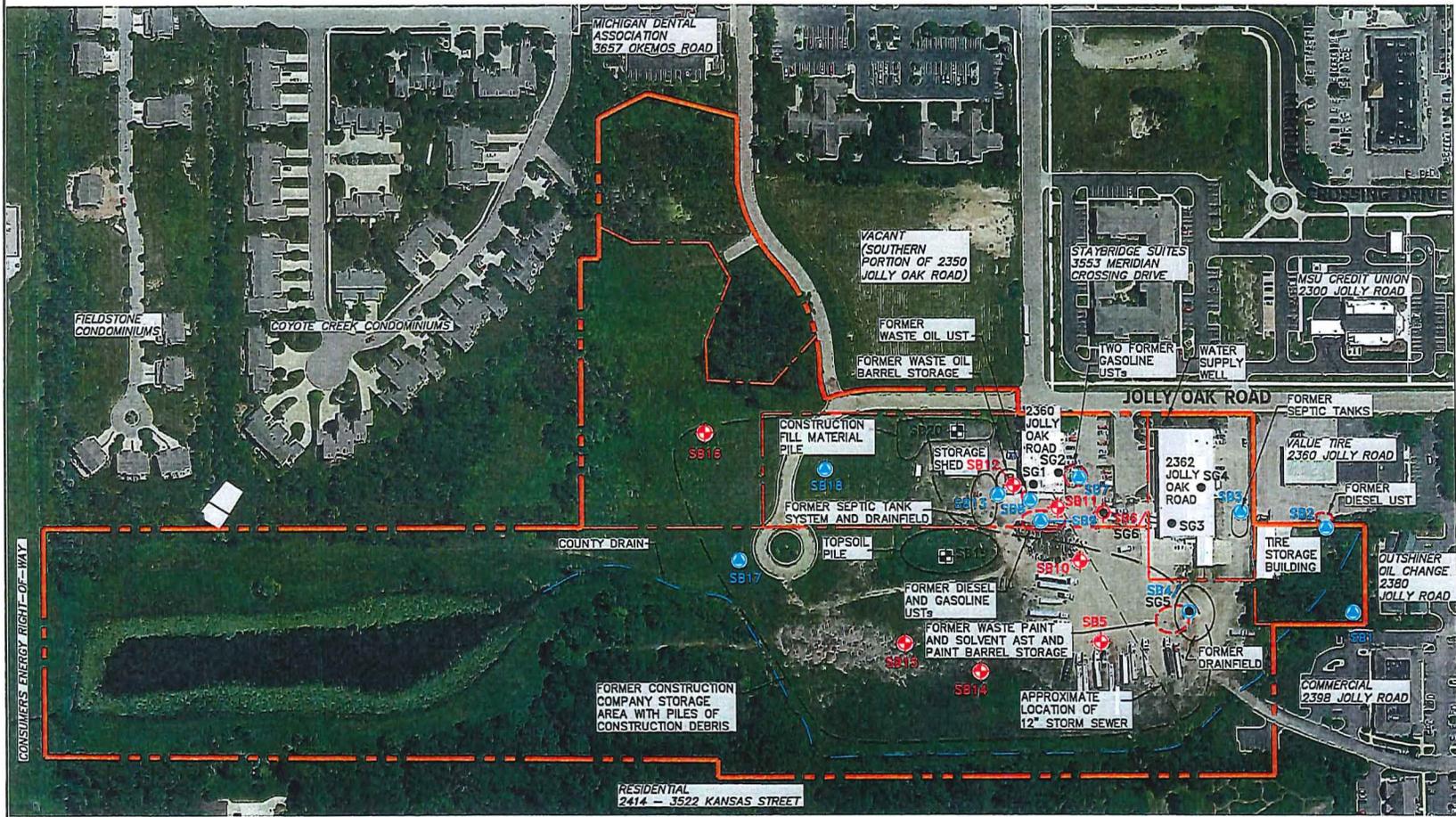
**PROPERTY LOCATION MAP  
OKEMOS POINTE  
OKEMOS, MICHIGAN**



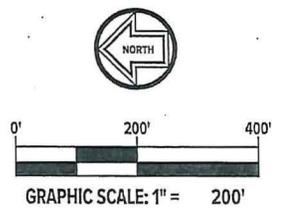
www.sme-usa.com

**Figure No. 1**

FILE LOCATION: \\Sme-hc\p\WP\073348.00\CADD\073348.00.003.00\DWG\REV\073348.00-02.dwg  
 PLOT DATE: Jan 13, 2016 - 11:05am - jblake



- LEGEND**
- - - - - APPROXIMATE PROPERTY BOUNDARY
  - - - - - APPROXIMATE PARCEL LINES
  - SOIL BORING LOCATION
  - SOIL BORING LOCATION WITH GROUNDWATER SAMPLE
  - ⊕ HAND AUGER BORING LOCATION
  - SOIL GAS SAMPLE LOCATION



NOTE:  
 DRAWING INFORMATION TAKEN FROM GOOGLE EARTH PRO  
 WITH IMAGE DATE 7-14-2015 AND INGHAM COUNTY GIS SERVER.



Project  
**OKEMOS POINTE**

Project Location  
**OKEMOS, MICHIGAN**

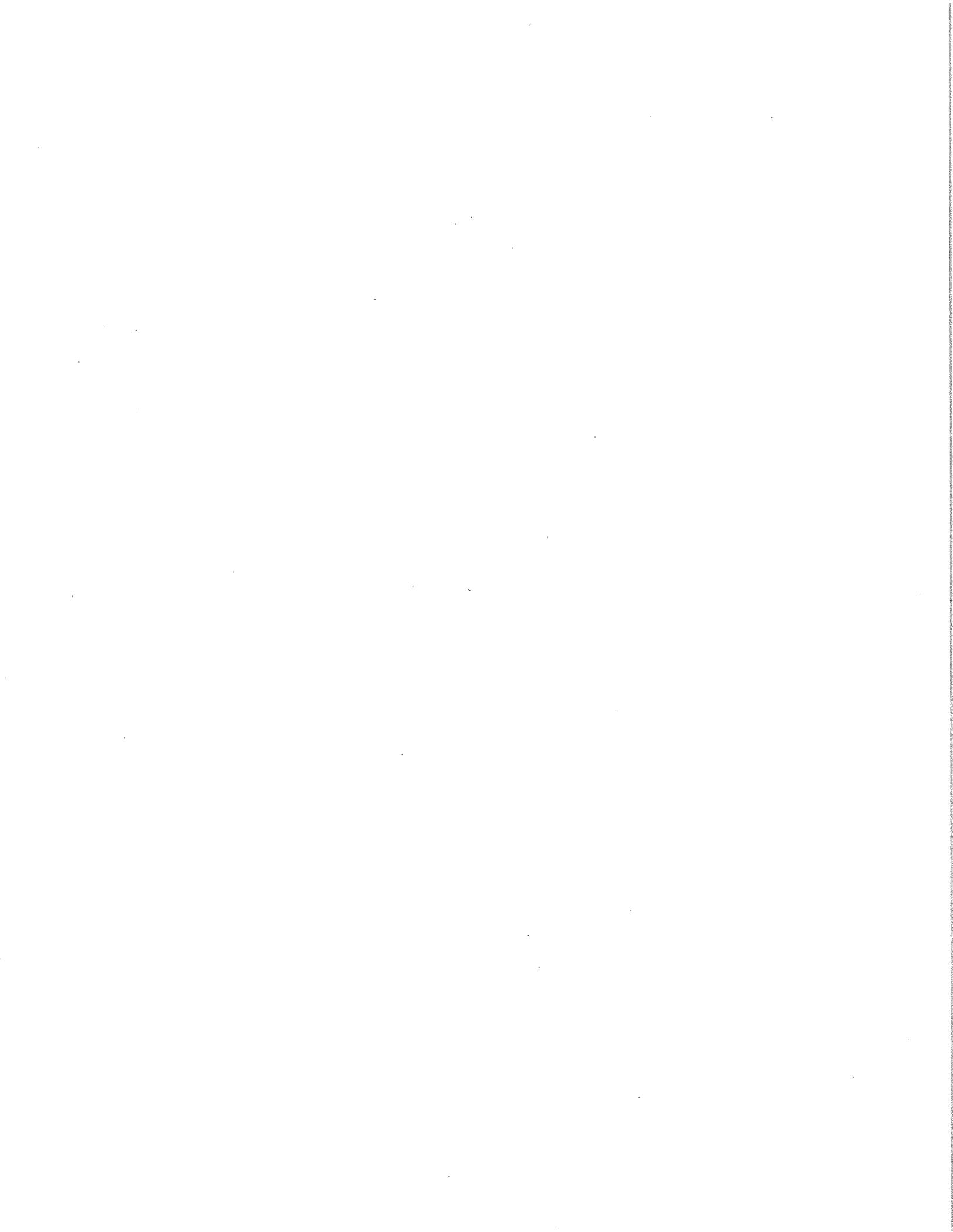
Sheet Name  
**BORING LOCATION DIAGRAM**

No.	Revision Date

Date: 1-13-16  
 CADD: JAB  
 Designer: AJL  
 Scale: 1" = 200'  
 Project: 073348.00.003.001  
 Figure No.: 2

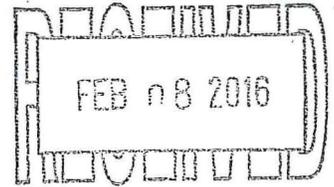
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FEB 08 2016



**TABLES**

**TABLE 1: PROPOSED SAMPLE COLLECTION AND ANALYSES**



**TABLE 1  
PROPOSED SAMPLE COLLECTION AND ANALYSES  
OKEMOS POINTE APARTMENTS  
JOLLY ROAD AND JOLLY OAK ROAD  
OKEMOS, MICHIGAN  
SME Project No. 073348.00.003.001**

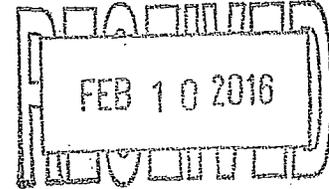
Sample Target	Sample ID	Maximum Boring Depth (feet bgs)	Target Sample		Media	ANALYTES					
			Sample Depth (feet bgs)	Rationale		VOCs <sup>4</sup>	PAHs <sup>4</sup>	PCBs <sup>4</sup>	Cd, Cr, Pb <sup>4</sup>	RCRA 8 Metals <sup>5</sup>	MI 10 Metals <sup>4</sup>
Adjoining Vehicle Service sites	SB1 and SB2	20/GW <sup>1</sup>	Worst impact <sup>3</sup>	evaluate potential releases that may have migrated from the south-adjointing vehicle service sites ** One soil sample collected from worst impact between two borings.	Soil	1	1	0	1	0	0
			10-15'		Groundwater	2	2	0	2	0	0
Adjoining Vehicle Service sites and the historical septic system	SB3	20/GW <sup>1</sup>	Worst impact <sup>3</sup>	evaluate potential releases that may have migrated from the south-adjointing vehicle service sites or from the historical septic system.	Soil	1	1	0	0	1	0
			10-15'		Groundwater	1	1	0	0	1	0
Historical waste paint and solvent AST and barrel storage area and septic drainfield area	SB4/SG5	20/GW <sup>1</sup>	Worst impact <sup>3</sup>	evaluate potential releases from waste paint and solvent AST and barrel storage area and septic drainfield area.	Soil	1	1	0	0	1	0
			10-15'		Groundwater	1	1	0	0	1	0
			5-5.5'		Soil-gas	1	0	0	0	0	0
Semi-truck and trailer storage area	SB5	8+ <sup>2</sup>	0-2'	evaluate potential releases from semi-trucks and trailers.	Soil	1	1	0	0	1	0
Historical industrial operations and proposed building location	SB6/SG6	20/GW <sup>1</sup>	Worst impact <sup>3</sup>	evaluate potential releases from industrial operations and potential vapor intrusions concerns for development.	Soil	1	1	0	0	1	0
			10-15'		Groundwater	1	1	0	0	1	0
			5-5.5'		Soil-gas	1	0	0	0	0	0
Former diesel, waste oil and gasoline UST excavation areas	SB7 through SB9	20/GW <sup>1</sup>	Worst impact <sup>3</sup>	evaluate current condition of reported soil impacts in the former UST areas	Soil	3	3	1	3	0	0
			10-15'		Groundwater	3	3	0	3	0	0
Near storm sewer utility trench with historical impact from USTs	SB10 and SB11	8+ <sup>2</sup>	Worst impact <sup>3</sup>	Evaluate reported removal of impacted soil along utility trench pathway .	Soil	2	2	0	2	0	0
Former waste oil barrel storage area	SB12	8+ <sup>2</sup>	Worst impact <sup>3</sup>	evaluate potential releases from former waste oil barrels and septic system.	Soil	1	1	1	0	1	0
Historical septic system	SB13	20/GW <sup>1</sup>	Worst impact <sup>3</sup>	evaluate potential releases from the historical septic system.	Soil	1	1	0	0	1	0
			10-15'		Groundwater	1	1	0	0	1	0
Historical fill areas and construction yard	SB14 through SB16	8+ <sup>2</sup>	Worst impact <sup>3</sup>	evaluate nature of fill materials and potential releases from historical construction yard operations.	Soil	3	3	0	0	0	3
Historical fill areas and construction yard	SB17	20/GW <sup>1</sup>	Worst impact <sup>3</sup>	evaluate nature of fill materials and potential releases from historical construction yard operations.	Soil	1	1	0	0	0	1
			10-15'		Groundwater	1	1	0	0	0	1
Area of geotechnical soil boring with noted odors	SB18	20/GW <sup>1</sup>	Worst impact <sup>3</sup>	evaluate nature of fill materials and groundwater in the area of the soil boring with noted petroleum-type odors.	Soil	1	1	0	0	1	0
			10-15'		Groundwater	1	1	0	0	1	0
Area of fill topsoil and construction debris	SB19 and SB20	4 <sup>5</sup>	Worst impact <sup>3</sup>	evaluate soil piles of unknown origins.	Soil	2	2	0	0	2	0
Industrial operations in the 2360 Jolly Oak Road building	SG1 and SG2	Sub-slab	Sub-slab	evaluate potential for vapor intrusion in the 2360 Jolly Oak Road building.	Soil-gas	2	0	0	0	0	0
Industrial operations in the 2362 Jolly Oak Road building	SG3 and SG4	Sub-slab	Sub-slab	evaluate potential for vapor intrusion in the 2362 Jolly Oak Road building.	Soil-gas	2	0	0	0	0	0
<b>SUBTOTALS</b>					Soil	19	19	2	6	9	4
					Groundwater	11	11	0	5	5	1
					Soil-gas	6	0	0	0	0	0
QA/QC SAMPLES	Trip Blank/Methanol				Soil	1	0	0	0	0	0
					Groundwater	2	0	0	0	0	0
	Field Blank				Soil	0	0	0	0	0	0
					Groundwater	1	1	0	0	0	1
	Equipment Blank				Soil	0	0	0	0	0	0
					Groundwater	1	1	0	0	0	1
					Soil-gas	1	0	0	0	0	0
	Field Duplicate				Soil	1	1	1	0	0	1
					Groundwater	1	1	0	0	0	1
					Soil-gas	1	0	0	0	0	0
	Matrix Spike/ Matrix Spike Duplicate				Soil	2	2	2	0	0	2
					Groundwater	2	2	0	0	0	2
Total Samples				Soil	23	22	5	6	9	7	
				Groundwater	18	16	0	5	5	6	
				Soil-gas	8	0	0	0	0	0	

**NOTES:**

- <sup>1</sup> - The soil boring will be advanced to 20 feet below ground surface (bgs) or to groundwater, whichever is shallower. If groundwater is not encountered by 20 feet bgs, the boring may be advanced to the depth of groundwater for purposes of collecting a groundwater sample.
- <sup>2</sup> - "8+" means the soil boring will be advanced to 8 feet below ground surface (bgs) or to a depth below fill material, whichever is deeper.
- <sup>3</sup> - Evidence of impact is determined from PID screenings, odors, and staining. It is further discussed in Section 3.2.1. If there is no evidence of impact, the sample should be taken from the upper three feet of the soil column.
- <sup>4</sup> - VOCs - Volatile Organic Compounds; PAHs - Polynuclear Aromatic Hydrocarbons; PCBs - Polychlorinated Biphenyls; Cd, Cr, Pb - cadmium, chromium and lead; RCRA 8 Metals - arsenic, barium, cadmium, chromium, lead, mercury, selenium, and silver; MI 10 Metals - arsenic, barium, cadmium, chromium, copper, lead, mercury, selenium, silver, and zinc.
- <sup>5</sup> - SB19 and SB20 will be hand auger borings due to site access constraints.



## CONFIRMATION FOR ENVIRONMENTAL SERVICES



**COMPANY REPRESENTATIVE:** Mr. Will Randle  
**COMPANY NAME:** Okemos Pointe, LLC  
**COMPANY ADDRESS:** 2422 Jolly Road, Okemos, MI 48864  
**PROJECT NAME/LOCATION:** Jolly Road and Jolly Oak Road, Okemos, Michigan  
**SME PROJECT NUMBER:** 073348.00.003.001  
**SME PROJECT MANAGER:** Matt Vander Eide, P.G., CPG  
**DATE:** February 10, 2016

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At your request, we prepared this confirmation for environmental services for the above referenced Property.

### SCOPE OF SERVICES

#### PHASE II ESA

We will conduct a Phase II environmental site assessment (ESA) of the above-referenced property in accordance with the sampling and analysis plan (SAP) approved by the United States Environmental Protection Agency (USEPA) on February 4, 2016. A copy of the approved SAP was provided to you on February 6, 2016.

Following receipt of the laboratory analytical data, we will prepare a Phase II report documenting the findings of the Phase II ESA. If the property meets the definition of a "facility", we will prepare a baseline environmental assessment (BEA) report for submittal to the Michigan Department of Environmental Quality (MDEQ) and documentation of due care compliance (DDCC). Our report will include a summary of the analytical data, figures, a copy of the laboratory data report(s), and other information relevant to the sampling event.

We will contact you if unanticipated conditions, such as restricted access, are encountered or if site conditions or project specifics differ from the information and assumptions presented herein; additional fees may be required under these circumstances.

#### FEE

Our fee for this scope of service will be equal to a 10% cost share amount of \$3,590, in accordance with the work order approved by the Lansing Brownfield Redevelopment Authority (LBRA) on January 15, 2016.

## **AUTHORIZATION AND GENERAL CONDITIONS**

We will provide these services on a time and materials basis in accordance with the attached General Conditions – Commercial (GC: 03/15) and Special Conditions for Drilling and Excavation (03/15). As authorization to proceed, please sign where space is provided in the General Conditions and return a copy of this confirmation to us.

Please do not hesitate to contact us if there are questions concerning this Scope of Services.

**ATTACHMENTS:**       SME General Conditions – Commercial (GC: 03/15)  
                              Special Conditions for Drilling and Excavation (03/15)

## SME GENERAL CONDITIONS

1. **DEFINITIONS:** In this Agreement, the party agreeing to have the services performed is the "CLIENT." The CLIENT's CLIENT shall be referred to as the "OWNER." Unless expressly stated otherwise, SME, its employees, agents, subconsultants and subcontractors, are collectively referred to as "SME." The "services" to be provided under this Agreement are defined in SME's Proposal and subsequent written amendments, change orders, or otherwise-authorized additional services.
2. **INVOICING AND PAYMENT:** SME will submit invoices to CLIENT monthly and a final bill upon completion of services. Payment is due upon presentation of invoice to the CLIENT and is past due 30 days from date of the invoice. CLIENT agrees to pay a service charge of 1-1/2% per month, or the maximum rate allowed by law, whichever is greater, on past due accounts.
3. **INSTRUMENTS OF SERVICE:** All reports, field data, field notes, laboratory test data, calculations, estimates, and other documents prepared by SME in connection with this Project shall be considered instruments of service, and shall remain the property of SME. SME grants CLIENT and OWNER a limited license to use such instruments of service for the purpose of designing, constructing, maintaining or repairing work that is part of this Project. Any reuse of SME's instruments of service for any purpose other than the limited license granted herein is prohibited and SME shall have no responsibility to CLIENT, OWNER or third parties for unauthorized use of its instruments of services.
4. **RECORDS RETENTION:** SME will retain pertinent records relating to the services performed for CLIENT for a period of time consistent with SME's File Management Plan, a copy of which will be provided to CLIENT upon request. During that period, the records will be made available to the CLIENT at reasonable times. At the end of the retention period indicated in SME's File Management Plan, SME may, in its sole discretion, dispose of all such records.
5. **SME MAKES NO WARRANTY, EXPRESS OR IMPLIED, WITH REGARDS TO ITS SERVICES.**
6. **TERMINATION:** Either party may terminate this Agreement upon at least 7 days written notice in the event of substantial failure by the other party to perform in accordance with the terms hereof. Such termination will not be effective if that substantial failure is remedied before expiration of the period specified in the written notice. This Agreement shall also be automatically terminated upon a suspension of the Project for more than 3 months. In the event of termination, CLIENT will pay SME for services performed to the termination notice date plus reasonable termination expenses. In the event of termination, or suspension, prior to completion of all reports contemplated by this Agreement, SME may complete such analyses and records as are necessary to complete the files and may also complete a report on the services performed to the date of notice of termination or suspension. The expenses of termination or suspension include all direct costs of completing such analyses, records, and reports.
7. **DISPUTES:** If any dispute arising out of or relating to this Agreement, or its breach, is not settled through direct discussions, the parties agree that as a condition precedent to litigation or arbitration, they will endeavor for 30 days following written notice by one party to the other of a dispute or breach, to settle the dispute by mediation with the assistance of a neutral mediator. In any litigation or arbitration, if applicable, the parties agree that the prevailing party is entitled to recover all reasonable costs incurred in defense or prosecution of the claim, including its staff time, court costs, attorney's fees, and other claim-related expenses. Notwithstanding, SME has no obligation to mediate with CLIENT prior to litigation when collecting fees owed by CLIENT.
8. **AUTHORIZATION:** By signing these General Conditions, CLIENT agrees to accept the proposal, including these General Conditions and any Special Conditions, as the Agreement governing SME's services and the relationship between the parties. If CLIENT gives SME other-than-written authorization to proceed with services after receiving SME's written proposal, CLIENT accepts the proposal, these General Conditions, and any Special Conditions, as the Agreement governing SME's services, and the Agreement is effective, except for those provisions that CLIENT objects to in writing within 7 days following the other-than-written authorization.
9. **SAFETY:** SME will be responsible only for the safety of SME employees. Unless otherwise explicitly described in our scope of services, the scope of services does not include job or site safety for, or supervision or direction of, the work of others. The presence of SME on the job site should not be construed to in any way relieve the CLIENT, other contractors, or other parties on the site of the obligation and responsibilities for their personal safety and the safety of their employees, consultants, and subcontractors.
10. **INSURANCE:** SME and its staff are protected by worker's compensation insurance and SME has coverage under General Liability and Professional Liability insurance policies. SME will provide CLIENT with evidence of such policies upon written request. SME is not responsible for any loss, damage or liability arising from acts of CLIENT, its agents, staff, and other consultants employed by CLIENT.
11. **INDEMNIFICATION:** To the fullest extent permitted by law, CLIENT shall hold harmless, defend, and indemnify SME from and against all claims, damages, losses and expense, including reasonable attorney fees, arising out of the performance of SME's services or the materials of others in connection with the Project regardless of whether or not such claim, damage, loss or expense is caused in part by SME; provided however, that this obligation shall not apply to claims, damage, loss or expense caused solely by negligence of SME.

**12. GOVERNING LAW:** The parties agree that this Agreement shall be governed in all respects by the laws of the State of Michigan.

**13. LIMITATION OF LIABILITY:** In consideration for SME's undertaking to perform services at the rates set forth on the Fee Schedule attached to SME's proposal or the lump sum fee provided, CLIENT agrees to limit all potential liability of SME to CLIENT, its employees, agents, successors and assigns, for any and all claims, losses, breaches, damages or expenses arising from, or relating to SME's performance of services on this Project, such that SME's total aggregate liability to CLIENT, its employees, agents, successors and assigns shall not exceed \$50,000 or SME's total fee for the services rendered on the Project, whichever is greater. The CLIENT understands that it may negotiate a higher limit of liability in exchange for an appropriate increase in SME's fee.

- a) CLIENT further agrees that it will require all of its contractors and consultants on this project and their respective subcontractors and subconsultants, be bound by an identical limitation of SME's aggregate liability in their agreements for work on this Project.
- b) CLIENT further agrees that it will require all of its contractors and subcontractors defend and indemnify CLIENT and SME from any and all loss or damage, including bodily injury or death, arising from contractor or subcontractors performance of work on this Project, regardless of whether or not such claim, damage, loss or expense is caused in part by SME provided however, that this obligation shall not apply to claims, damage, loss or expense caused by the sole negligence or fault of SME.

**14. PERIOD OF LIMITATION:** Notwithstanding any period of limitations that might otherwise apply, the parties agree that no action, claim or proceeding of any kind, whether in tort, contract or equity arising out of SME's services may be brought against SME more than two years after the first to occur of the following events: (i) the date of CLIENT's acceptance, use or occupancy of the Project that is the subject of this engagement, or (ii) the date of SME's last service in connection with this Project.

**15. ADDITIONAL SERVICES:** If SME provides services at the request of CLIENT, in addition to those described in the scope of work contained in SME's proposal, CLIENT agrees that these general conditions including any Special Conditions shall apply to all such additional services.

**16. AGREEMENT:** This Agreement includes SME's Proposal, these General Conditions, and any other Special Conditions, Fee Schedules, or other documents provided with SME's Proposal. This Agreement constitutes the entire contractual relationship between the parties and cannot be changed except by a written instrument signed by both parties. All preprinted Terms and Conditions on CLIENT's Purchase Order(s) or acknowledgement forms are inapplicable to this Agreement. In the event any provision of this Agreement is held invalid or unenforceable, the other provisions will remain in full force and effect, and binding upon the parties. All the terms of this Agreement, including provisions relating to limitation and allocation of liability, shall survive the completion and/or termination of this Agreement. This Agreement cannot be assigned by either party without the written consent of the other party.

Please complete and return the signed General Conditions to SME to indicate acceptance of this proposal and to initiate work on the referenced project. The CLIENT's signature or direction to proceed also indicates that he/she has read or has had the opportunity to read the General Conditions and agrees to be bound by such General Conditions.

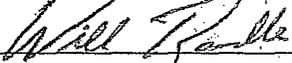
## SME PROPOSAL

Proposal No.: 073348.00.003.001

Project Name: Okemos Pointe Apartments

Project Location: Jolly Oak Road and Jolly Road, Okemos, MI

## CLIENT PROPOSAL AND AGREEMENT ACCEPTANCE (Please Print or Type)

CLIENT Signature: 

Date: 2/10/16

Printed Name: Will Randle

Title: Manager

CLIENT (Company) Name: Okemos Pointe, LLC

Address: 2422 Jolly Road Okemos, MI 48864

Telephone No.: 5175802550

Email: will@branoffrandle.com

## **SPECIAL CONDITIONS FOR DRILLING AND EXCAVATION**

- 1. RIGHT TO SUBCONTRACT:** SME reserves the right to subcontract for drilling, excavation of test pits, clearing and grubbing for site access, traffic control, and other instrumentation or services necessary to perform the services required by the Agreement.
- 2. RIGHTS OF ENTRY:** CLIENT shall provide any necessary rights of entry for SME, including its agents, staff, contractors or subcontractors, to access the site to perform all acts, studies, and research, including tests and evaluation, pursuant to the agreed services. CLIENT shall inform SME of any special requirements as a condition upon such rights of entry.
- 3. PERMITS AND LICENSES:** CLIENT shall secure all required permits, except specific permits identified in Agreement as being secured by SME. SME shall hold and maintain all necessary business and professional licenses, registrations, and accreditations necessary to perform its services.
- 4. UNDERGROUND UTILITIES AND STRUCTURES:** SME will take reasonable precautions to avoid damage to subterranean structures or utilities, including contacting the appropriate One-Call system for utility clearance. Unless otherwise identified in the Agreement, CLIENT is responsible for identifying all subterranean structures or utilities in the area of evaluation and sharing that information with SME prior to commencement of the field exploration. CLIENT agrees to furnish SME with all information identifying the type and location of utility lines and other man-made structures located beneath the surface of the site in the proposed work area. CLIENT will also locate all known private underground utilities at the site prior to SME performing the field exploration. CLIENT agrees to defend, indemnify and hold SME harmless from all claims, liability, and expense associated with alleged damage to subterranean utilities or structures, except if such damage was caused by SME's sole negligence.
- 5. SITE PLANS AND SURVEYS:** CLIENT will provide available project site plans and surveys, preferably in digital format (AutoCAD compatible format), and provide topographical information, if available. The accuracy and proximity of survey control provided by CLIENT will affect the accuracy of test locations and elevation determinations. Unless otherwise noted, the accuracy of test locations and elevations will be commensurate only with pacing and approximate measurements or estimates.
- 6. TEST LOCATIONS:** If unanticipated site conditions or site conditions not made known to SME prevent access to locations specified in the Agreement, then SME may deviate a reasonable distance from proposed test locations. If CLIENT objects, then SME shall have the right to reasonable adjustment of its fees and time for performance.
- 7. FIELD SERVICES SCHEDULE:** Field services will be performed Monday through Friday, except on holidays, and during normal business hours unless noted otherwise in the Agreement. Additional fees may be required for field services provided on weekends and holidays, or at times other than normal business hours.
- 8. RESTORATION:** CLIENT recognizes that some damage to the site may occur in the normal course of our services. SME will exercise reasonable care to mitigate damage from drilling or excavation equipment to lawn, landscape, pavement, or soft ground. Unless otherwise stated in the Agreement, our fee does not include time or expenses associated with the repair of wheel ruts, track marks, or other damage such as crop damage. Due to the potential applicability of environmental and transportation regulations, excess soil cuttings generated from drilling activities will not be removed from the site by SME. Unless otherwise noted in the Agreement, the boreholes will be backfilled with auger cuttings and/or bentonite, and excavations will be backfilled with excavated material. Asphalt coldpatch or quick-setting concrete will normally be used to repair existing pavement areas flush to the existing grade. Core holes in concrete floors and bridge decks will be filled with quick-setting concrete flush to the existing floor surface. Excess soil will be left on-site at the locations of the boreholes or excavations, placed in nearby greenway areas, or containerized as appropriate for site and environmental conditions.
- 9. VARIATIONS IN SUBSURFACE CONDITIONS AND INTERPRETATION OF SME DATA:** CLIENT recognizes that subsurface conditions on the site may vary from those encountered at the locations where borings, surveys, or explorations are made by SME and that the data, interpretations and recommendations of SME are based solely on the information available to SME. SME will not be responsible for the data generated by others or interpretations and recommendations by others based upon the data and information developed or provided by SME.
- 10. SURFACE MATERIALS:** Unless otherwise noted in the Agreement, SME will obtain approximate thickness measurements of surficial materials, such as pavements, aggregate base, and topsoil, at the time of the exploration. These measurements are considered approximate since some mixing of surficial materials and the underlying subgrade can occur. Additional evaluation methods and additional fees would be required to obtain more precise measurement of surface materials.
- 11. TRAFFIC CONTROL:** Unless otherwise noted in the Agreement, SME will be responsible for supplying such signs, barricades and traffic control personnel as may be needed for safe drilling or excavation operations.

## 12. SAMPLE DISPOSAL:

- a) Unless otherwise requested in writing by CLIENT, SME will dispose of soil samples submitted to SME's laboratories 60 days after the samples are obtained. Unless otherwise requested in writing by CLIENT, samples submitted to subcontract laboratories will be disposed of by those laboratories in accordance with their sample retention policies. CLIENT agrees that it will not hold SME responsible or liable for any loss of test specimens or samples, and CLIENT agrees to pay costs associated with the storage of samples beyond the normal storage times described herein.
- b) In the event residual sampled materials in SME's possession are determined to be RCRA hazardous wastes, contain PCBs above Type II landfill disposal limits, or are otherwise subject to state or federal disposal restrictions, we will, after completion of testing and at CLIENT's expense, and using a manifest signed by CLIENT as generator, have such samples transported to a location selected by CLIENT for final disposal (see **Disposal of Hazardous and Other Regulated Wastes**). CLIENT agrees to pay all costs associated with the storage, transport, and disposal of such samples. CLIENT recognizes and agrees that we are acting as a bailee and at no time assume title to said waste.

## 13. ENVIRONMENTAL RISKS:

- a) CLIENT shall inform SME of any known environmental site conditions that could affect the health and safety of our field personnel or that could affect SME's performance of its services. For projects other than environmental assessments, SME will report only for informational purposes, unusual odors and/or colorations of the soil observed during field activities.
- b) Unanticipated hazardous substances, subsurface contaminants, and/or biological pollutants (HAZMAT) or levels of HAZMAT may exist at the project site. The discovery of unanticipated HAZMAT may constitute a changed condition mandating renegotiation of the scope and fees and make it necessary for SME to take immediate measures to protect human health and safety, and/or the environment. SME agrees to notify CLIENT as soon as practicable if unanticipated HAZMAT is encountered. CLIENT authorizes SME to take measures that, in SME's sole professional opinion, are justified to preserve and protect the health and safety of SME's personnel and the public, and/or environment, and CLIENT agrees to compensate SME for the additional cost of such work. SME does not assume control of or responsibility for reporting to any federal, state, or local public agencies, any conditions at the site that may present a potential danger to health, safety, or the environment.
- c) There is a risk that drilling and sampling may result in contamination of certain subsurface areas, such as when a boring device moves through a contaminated area and connects it to an aquifer not previously contaminated. SME will exercise reasonable care and caution to prevent such occurrences; however, because such drilling and sampling is a necessary aspect of the services that SME will provide for CLIENT's benefit, CLIENT agrees that SME shall not be held liable for exacerbation of HAZMAT caused in this manner.
- d) CLIENT recognizes that discovery of HAZMAT on the site may result in a significant reduction of the property's value, and SME cannot be held responsible for such devaluation.
- e) It is possible this assessment may fail to reveal the presence of contaminants, hazardous materials, or other types of environmental contamination collectively referred to as "contaminants" at sites where contaminants are assumed, expected, or subsequently determined to exist. CLIENT understands that SME's failure to discover contaminants does not guarantee that contaminants do not exist at the site. Similarly, a site which in fact is unaffected by contaminants at the time of SME's study, may later, due to natural phenomena or human intervention, become contaminated. CLIENT agrees that it would be unfair to hold SME liable for failing to discover contaminants whose exact location is impossible to foretell, or for failing to discover contaminants, which, in fact, did not exist at specific sampling locations at the time such samples were taken. Accordingly, CLIENT waives any claim against SME, and agrees to defend, indemnify and save SME harmless from any claims or liability for injury or loss arising from SME's failure to detect the presence of contaminants through techniques commonly employed for the purpose.
- f) CLIENT agrees to defend, hold harmless and indemnify SME from and against any and all claims and liabilities resulting from encountering unexpected HAZMAT, including compensation for any time spent and expenses incurred by SME.

**14. DISPOSAL OF HAZARDOUS AND OTHER REGULATED WASTES:** CLIENT agrees to select treatment/disposal facilities, pay for transportation and disposal, and sign, or have OWNER sign all waste profile forms, land disposal certifications, transportation manifests, and any other documentation required for transportation and disposal of hazardous wastes, PCB wastes, or other regulated wastes. Under no circumstance will SME select a disposal /treatment facility, arrange for transportation or disposal of regulated wastes, or otherwise act as agent for the generator of the wastes. CLIENT agrees to the maximum extent permitted by law to defend, hold harmless and indemnify SME from and against any and all claims and liabilities resulting from violation of any federal, state or local statute, regulation or ordinance relating to the disposal of hazardous wastes, substances or constituents or allegations that SME generated, transported, stored, treated or disposed of wastes or other contaminated materials, or arranged for the transportation, treatment, storage, or disposal of wastes or other contaminated materials, subject to federal, state, or local regulation or law.



2663 EATON RAPIDS ROAD, LANSING, MI 48911  
PHONE: 517-887-9181

**U.S. EPA Brownfields Assessment Grant Project  
Lansing Brownfield Redevelopment Authority (LBRA)**

Task/Work Authorization

Transmitted To: Keith Lambert, Grant Project Manager, LBRA

Via:  Facsimile  E-Mail  USPS  Overnight

Date: 1/13/16

Address: 1000 S Washington Ave, Suite 201  
Lansing, MI 48910  
Phone: 517-702-3387

Site Location: 2360 and 2398 Jolly Road; 2360, 2360 and 2362 Jolly Oak Road, and on parcel with no address, Okemos, Meridian Township, Michigan

SME Project No: 073848.00.003.001

**Task/Work Description:** We will conduct a Phase II Environmental Site Assessment (ESA) of the Property consisting of approximately 20 soil borings and 6 soil gas samples to evaluate recognized environmental conditions (RECs) identified during the Phase I ESA; collect and submit for analyses assessment and quality assurance/quality control soil, groundwater, and soil gas samples in accordance with the approved QAPP; prepare either a Phase II ESA or a baseline environmental assessment (BEA) report, depending on the Property's status as a facility; and prepare documentation of due care compliance (DDCC), if applicable.

**Fee:**

Phase II ESA (soil borings and soil, groundwater, and soil gas sampling and analyses).....	\$28,000
Phase II ESA or BEA Report.....	\$3,900
Documentation of Due Care Compliance.....	\$4,000
Cost Share (10%).....	(\$3,590)
<b>Total.....</b>	<b>\$32,310</b>

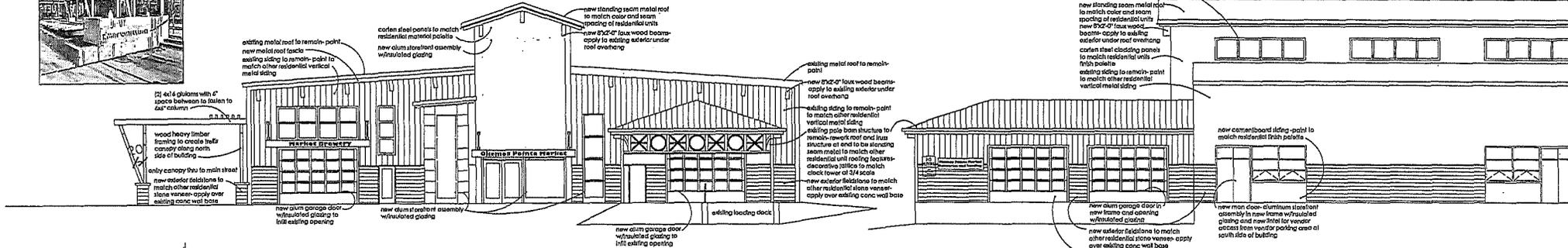
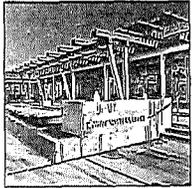
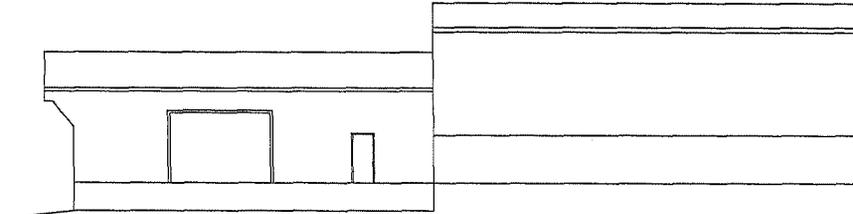
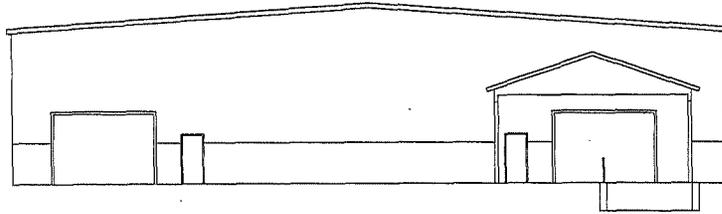
Proposed fee has been determined and will be invoiced in accordance with the Professional Services Agreement dated November 12, 2015 between LBRA and SME. Please sign and return one copy of this form as authorization for SME to expend Assessment Grant funds for the above referenced project.

SME  
Name: Mark Quimby

LBRA  
Name: Karl R. Dushimer

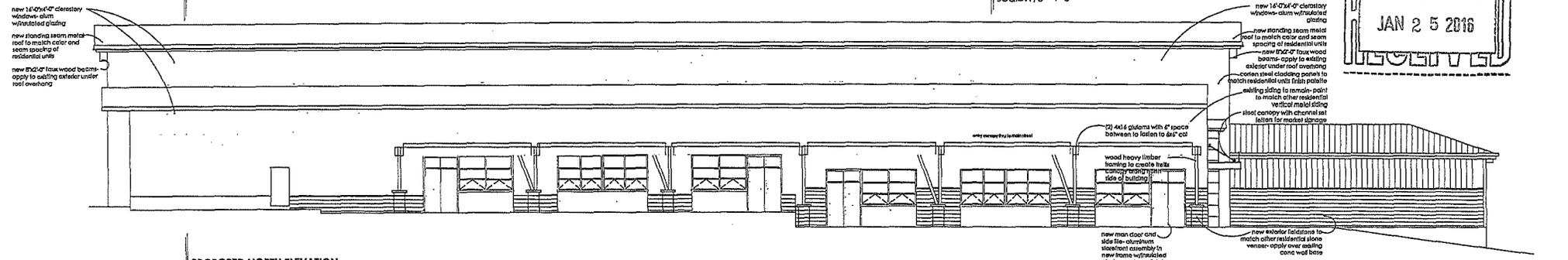
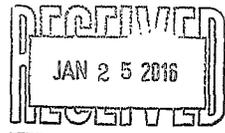
Signature: [Signature] Jan 14 2016 6:04 PM  
Date: [Signature]

Signature: [Signature]  
Date: 1/15/2016



PROPOSED WEST ELEVATION  
 scale: 1/8"=1'-0"

PROPOSED PARTIAL SOUTH ELEVATION  
 scale: 1/8"=1'-0"



PROPOSED NORTH ELEVATION  
 scale: 1/8"=1'-0"



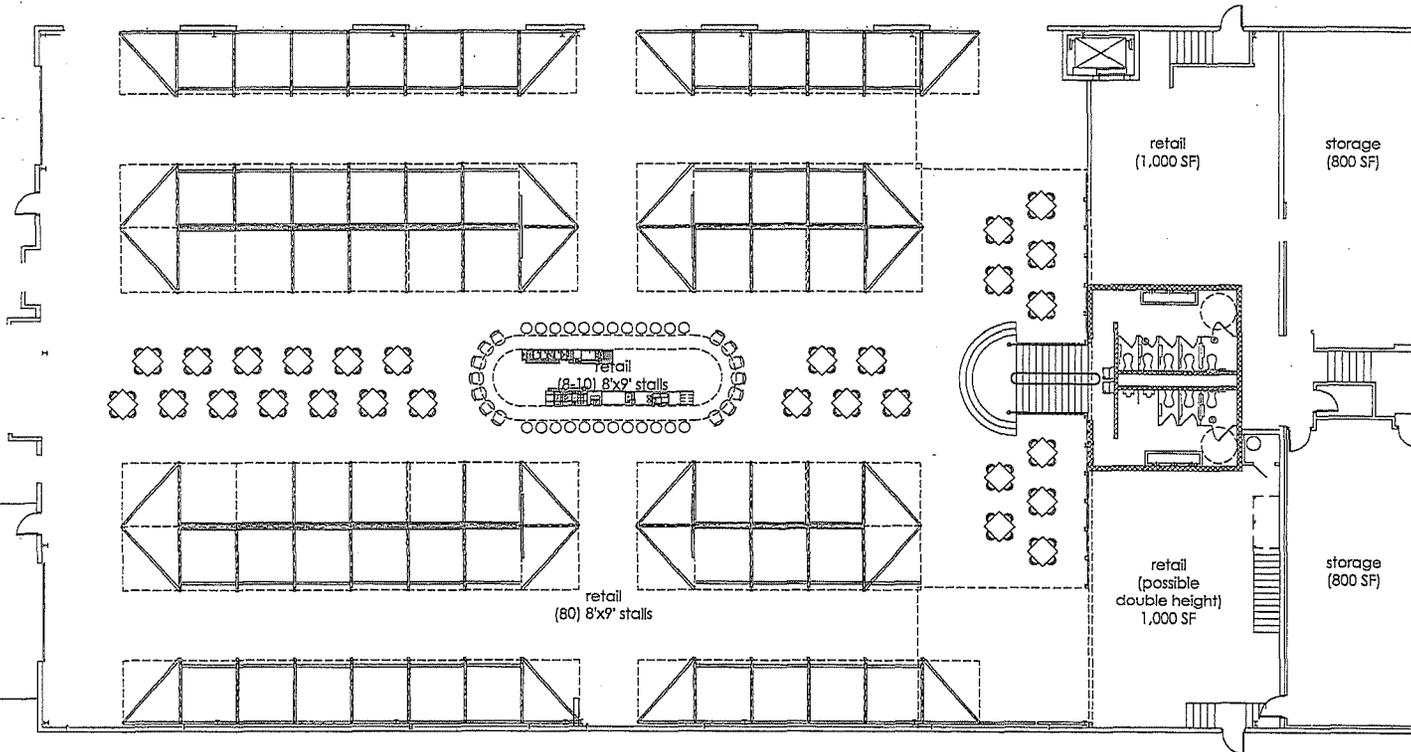
**OKEMOS POINTE MARKET  
GROUND FLOOR SCHEMATIC DESIGN**

scale: 1/8"=1'-0"

4,100 SF under the mezzanine: retail + storage

6,480 SF retail leasable: 90 retail stalls (8'x9')

10,580 SF leasable ground floor total



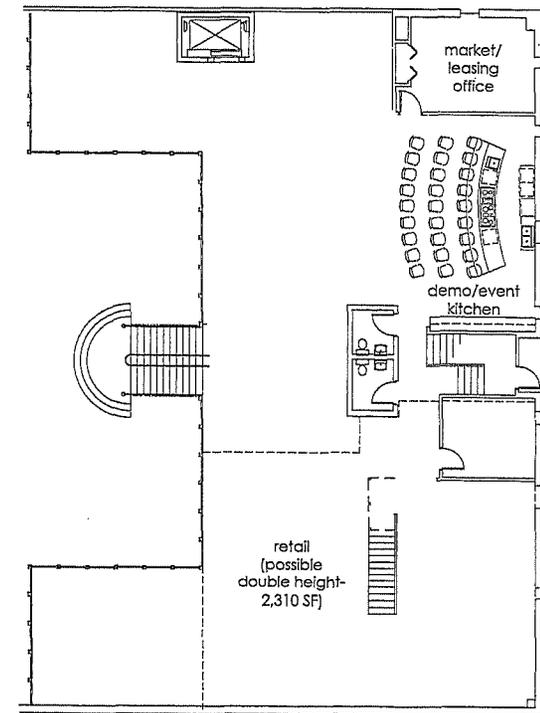
**OKEMOS POINTE MARKET  
MEZZANINE SCHEMATIC DESIGN**

scale: 1/8"=1'-0"

2,310 SF mezzanine: retail

2,675 SF event/demo leasable

4,985 SF leasable mezzanine total



**Development Summary:**

Meadow Group	Building	Building Type	Unit Type				Total
			1R 1 BR	1 BR	2 BR	3 BR	
M1	Double Leased (Type T3-H)	6	6	4	2	18	
M2	Double Leased (Type T3)	6	6	4	2	18	
M3	Double Leased (Type T3)	6	6	4	2	18	
M4	Double Leased (Type T3-H)	0	0	16	2	18	
M5	Double Leased (Type T2-H)	0	12	4	2	18	
M6	Double Leased (Type T2-H)	0	12	4	2	18	
M7	Double Leased (Type T2)	0	12	4	2	18	
M8	Double Leased (Type T3-H)	6	6	4	2	18	
M9	Double Leased (Type T3)	6	6	4	2	18	
M10*	Double Leased (Type T3)	4	4	2	2	12	
<b>Total</b>		<b>34</b>	<b>30</b>	<b>58</b>	<b>20</b>	<b>122</b>	

\*All floor of M10 to be 6200 if commercial.

Park Group	Building	Building Type	Unit Type				Total
			1R 1 BR	1 BR	2 BR	3 BR	
P1	Double Leased (Type T3-H)	0	0	16	2	18	
P2	Double Leased (Type T3-H)	0	0	16	2	18	
P3	Double Leased (Type T3-H)	6	6	4	2	18	
P4	Double Leased (Type T3-H)	6	6	4	2	18	
P5	Double Leased (Type T2)	6	6	4	2	18	
P6	Double Leased (Type T2)	0	12	4	2	18	
P7	Double Leased (Type T2)	0	12	4	2	18	
<b>Total</b>		<b>18</b>	<b>42</b>	<b>92</b>	<b>24</b>	<b>176</b>	

Forest Group	Building	Building Type	Unit Type				Total
			1R 1 BR	1 BR	2 BR	3 BR	
F1	Double Leased (Type T3)	0	0	16	2	18	
F2	Double Leased (Type T3)	0	0	16	2	18	
F3	Double Leased (Type T2-H)	0	12	4	2	18	
<b>Total</b>		<b>0</b>	<b>12</b>	<b>36</b>	<b>6</b>	<b>54</b>	

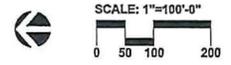
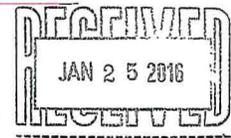
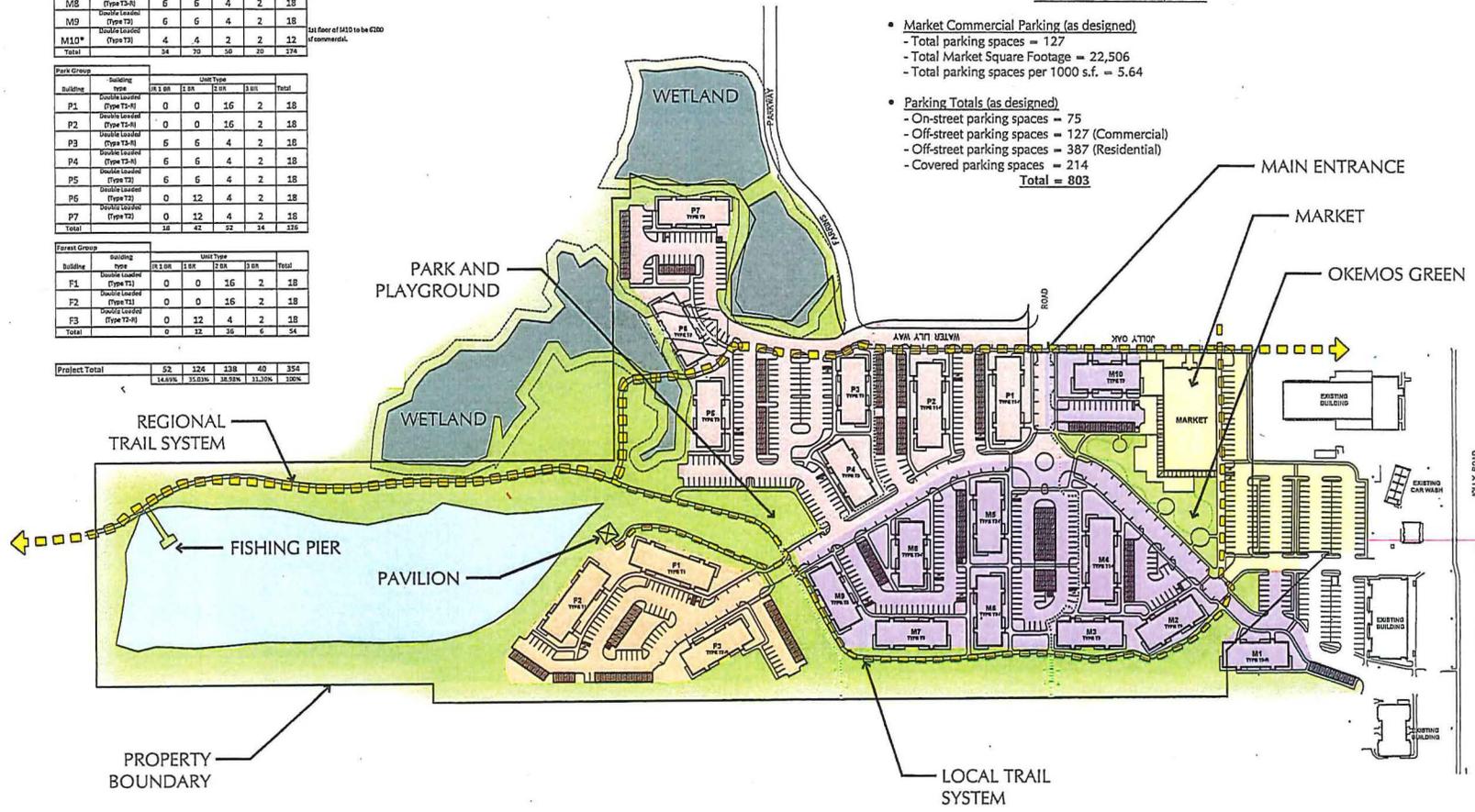
Project Total	52	124	238	40	354
	14.8%	35.0%	38.9%	11.3%	100%

**Parking Summary:**

- Parking Requirements (calculated)**
  - JR 1 BR 52 x 1 space per unit = 52
  - 1 BR 112 x 1.5 spaces per unit = 168
  - 2&3 BR 190 x 2 spaces per unit = 380
  - Total = 600**
- Residential Parking (as designed)**
  - Total covered parking spaces = 214 = 0.59 per unit
  - Total off-street parking spaces = 387 = 1.11 per unit
  - Total on-street parking spaces = 75
  - Total = 676 = 1.91 per unit**
- Market Commercial Parking (as designed)**
  - Total parking spaces = 127
  - Total Market Square Footage = 22,506
  - Total parking spaces per 1000 s.f. = 5.64
- Parking Totals (as designed)**
  - On-street parking spaces = 75
  - Off-street parking spaces = 127 (Commercial)
  - Off-street parking spaces = 387 (Residential)
  - Covered parking spaces = 214
  - Total = 803**

**LEGEND**

- Meadow Group
- Park Group
- Forest Group
- Market Commercial
- Green Space
- Wetland

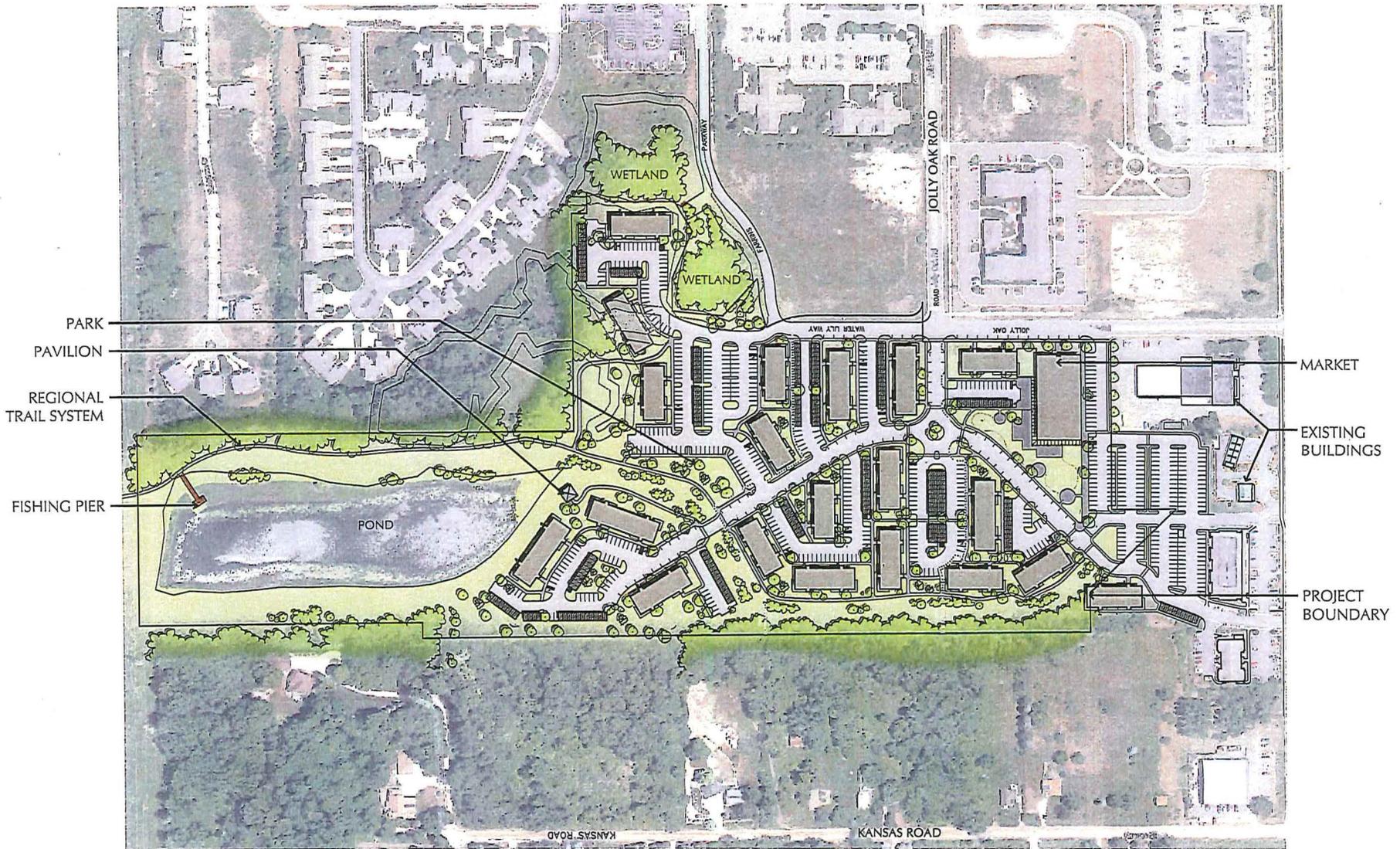


**Master Plan**

Okemos Pointe

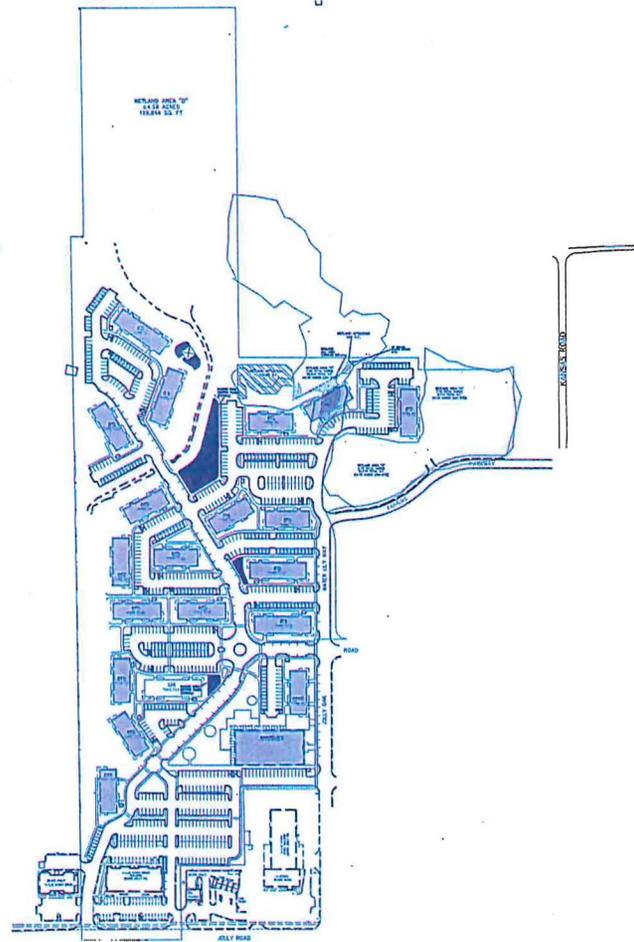


01.21.16

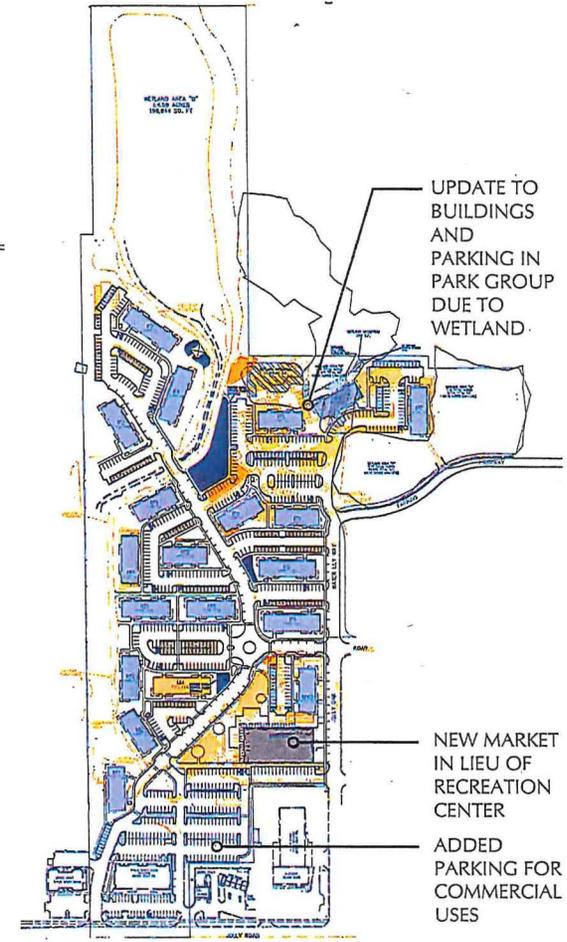




Previous Submittal  
Site Plan



Current Site Plan



Site Plan Overlay





**WestPac**  
MICHIGAN



## West Aerial View

Okemos Pointe



01.21.16



South Aerial View



WestPac Michigan  
505 bath street . santa barbara . california 93101 . 805 965 2100

Okemos Pointe



01.21.16

Zehren and Associates, Inc.  
po box 1976 . avon . colorado 81620 . 970 949 0257 . www.zehren.com ©2016



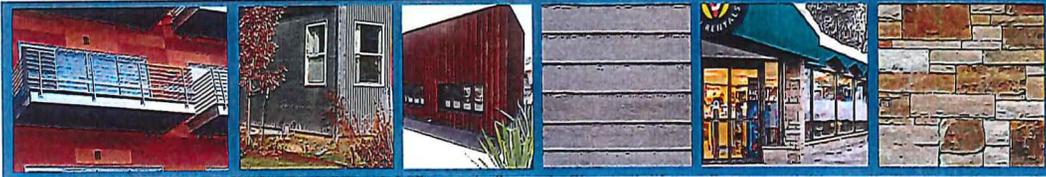
Okemos Pointe



01.21.16



View to Market and Retail from Jolly Road



- 1 PIPE RAILING
- 2 CORRUGATED METAL SIDING
- 3 CORTEN METAL SIDING
- 4 SOFTWOOD LAP or FIBER CEMENT
- 5 ALUMINUM STOREFRONT
- 6 STONE VENEER



Okemos Pointe

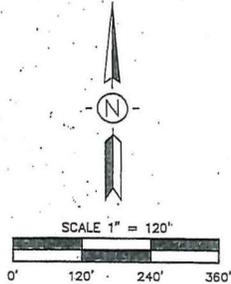


M10 - Mixed-Use Building

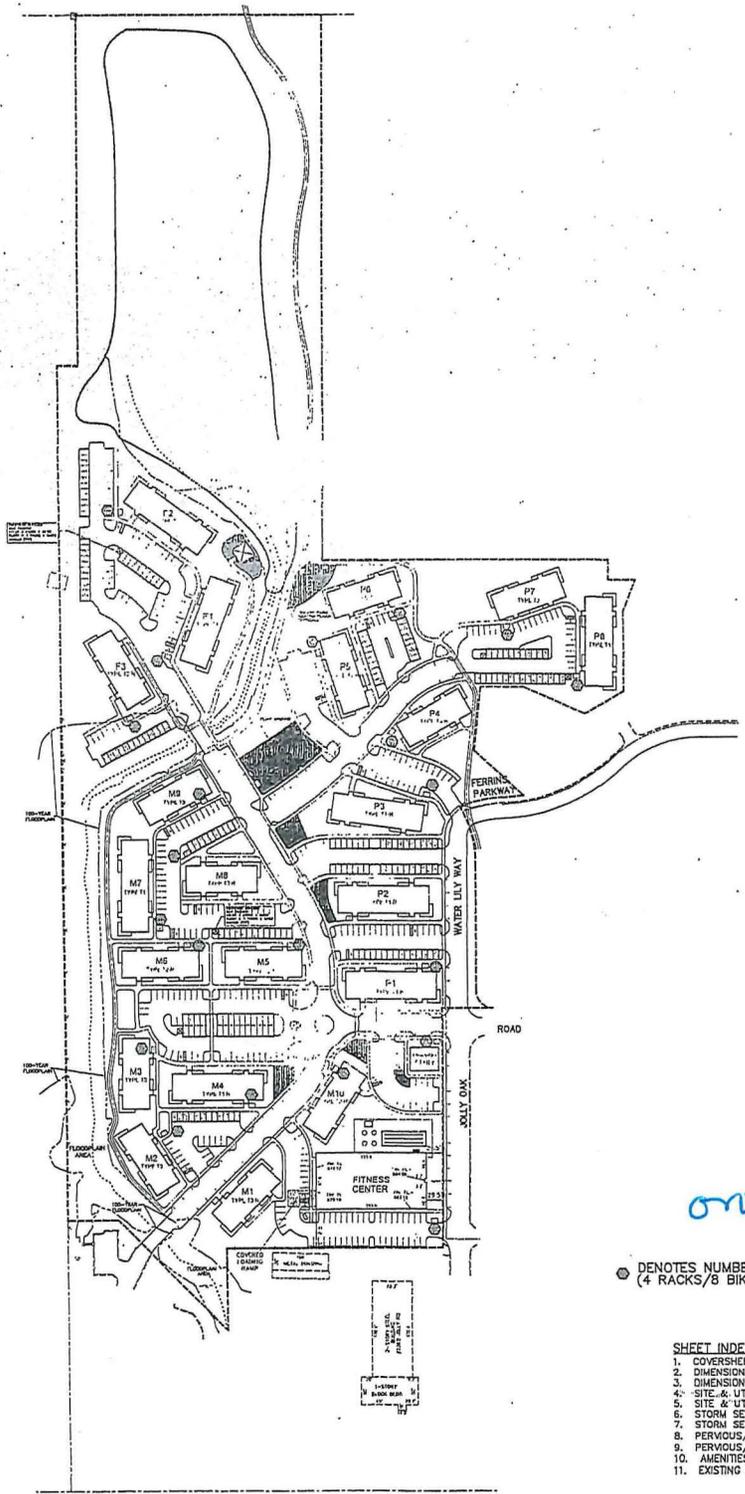


01.21.16

M.U.P.U.D. PLAN FOR:  
**Okemos Pointe Apartments**  
 MERIDIAN TOWNSHIP, INGHAM COUNTY, MICHIGAN



T4N, R1W, Meridian Township, described as: Commencing at 34°5'20"E along the South line 1 NOD°36'06"W parallel with the point of beginning of this 115 solid West line 1516.31 feet; 342.58 feet to the East-West 19 solid East-West 1/4 line ndominium, Subdivision Plan No. ng solid West line and the West to 82, Ingham County Records, ne of solid Coyote Creek E 503.25 feet, South 34.97 feet Unit 1 of Okemos Pointe Office County Records; thence along 17°E 82.81 feet and S14°02'26"W ince along solid North line the westerly 100.54 feet on a curve h, a delta angle of 44°29'30" W, Southwesterly 206.25 feet of 277.50 feet, a delta angle of 56°33'56"W and Southwesterly, a radius of 197.50 feet, a 5 feet bearing S76°47'04"W to 31 line the following three ighly solid curve having a l a chord length of 104.99 feet heaterly 47.24 feet on a 3 feet, a delta angle of 145°06'52"E to the North line of on of solid North line 90.12 00°04'E along solid West line 500°49'30"E along a line it of "Jolly-Okemos" Ingham County Records 589°23'28"W 89.27 feet to the more or less; solid parcel



**BUILDING DATA:**

**TYPE I = (M4, M7, P1, P2, P3, P6, F1, F2)**  
 18 UNITS/BUILDING  
 (16) 2 BR (2) 3 BR = 38 BEDS/BUILDING  
 24,344 G.S.F./BUILDING

**TOTAL TYPE I = 144 UNITS**  
 384 BEDS  
 279,552 G.S.F.

**TYPE II (M5, M6, M10, P5, F3)**  
 18 UNITS/BUILDING  
 (12) 1 BR (4) 2 BR (2) 3 BR = 26 BEDS/BUILDING  
 21,508 G.S.F./BUILDING

**TOTAL TYPE II = 90 UNITS**  
 130 BEDS  
 107,240 G.S.F.

**TYPE III = (M1, M2, M3, M8, M9, P4, P6, P7)**  
 18 UNITS/BUILDING  
 (9) 1 BR, (9) 1 BR, (4) 2 BR, (2) 3 BR = 26 BEDS/BUILDING  
 19,024 G.S.F.

**TOTAL TYPE III = 144 UNITS**  
 208 BEDS  
 129,392 G.S.F.

**TOTAL PROJECT:**  
 378 UNITS  
 645 BEDS  
 546,489 G.S.F. RESIDENTIAL  
 3,000 G.S.F. LEASING OFFICE  
 13,281 G.S.F. COMMERCIAL  
 552,765 G.S.F. TOTAL

**TOTAL SITE AREA = 1,373,489.05 S.F. = 31.53 AC.**  
**DENSITY 378 UNITS/31.53 AC. = 11.09 UNITS/ACRE**

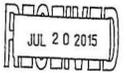
**BUILDING COVERAGE:**  
 CLUB HOUSE = 3,600 S.F.  
 APARTMENT FIRST FLOOR = 146,574 S.F.  
 COMMERCIAL = 13,281 S.F.  
 TOTAL = 163,455 S.F. = 11.86%

**PARKING DATA:**  
 378 UNITS x 2 = 756 SPACES  
 = 255 756 x 23 = 189 SPACES  
 13,281 S.F. COMMERCIAL @ 5/1000 GROSS = 66 SPACES  
 1,011 SPACES REQUIRED

**PARKING PROVIDED:**  
 452 GENERAL PARKING SPACES  
 39 COMPACT SPACES  
 201 CARPORT SPACES  
 19 B/F SPACES  
 622 TOTAL SPACES PROVIDED

**BIKE PARKING DATA:**  
 8/BUILDING OUTSIDE INCLUDING LEASING/OFFICE & COMMERCIAL BUILDINGS  
 23 BUILDINGS x 8 = 184 SPACES  
 60 COVERED BIKE PARKING = 60 SPACES  
 244 TOTAL BIKE PARKING SPACES PROVIDED

MAX. ALLOWED IMPERVIOUS AREA = 70%  
 PROPOSED PERVIOUS/IMPERVIOUS AREAS:  
 TOTAL PROPERTY = 1,373,489.05 S.F.  
 TOTAL PERVIOUS = 760,493.63 S.F.  
 = 1/2 OF DETENTION = 234,340.77/2 = (-117,170.39 S.F.)  
 NET PERVIOUS = 643,323.25 S.F. = 46.84%  
 IMPERVIOUS = 730,235.80 S.F. = 53.16%



rean and is intended  
 informed in February

ured unless otherwise  
 grid bearings obtained  
 ng G.O.R.S.

roperty lines.

y files entirely within  
 according to the  
 the Charter Township  
 093 0170 D, dated

records and from  
 verification in the field

survey.

is survey, all

**NOTICE:**

**NOTICE #1** ELEVATION: 882.23 (NAVD 88)  
 HAVE NO IDEA - OFFSITE WITH NO DESCRIPTION IN FIELD NOTES.

**NOTICE #2** ELEVATION: 881.85 (NAVD 88)  
 HAVE NO IDEA - OFFSITE WITH NO DESCRIPTION IN FIELD NOTES.

**NOTICE #4** ELEVATION: 877.96 (NAVD 88)  
 ISELED "X" ON FLANGE BOLT ON SOUTH SIDE OF FIRE HYDRANT, SOUTH SIDE OF FERRIS  
 RKWAY, ACROSS FROM UNFINISHED ROAD TO THE NORTH.

**NOTICE #5** ELEVATION: 873.79 (NAVD 88)  
 ISELED "X" ON FLANGE BOLT ON THE SOUTH SIDE OF FERRIS PARKWAY, 50'± EASTERLY OF  
 TER LILY WAY.

**NOTICE #6** ELEVATION: 881.09 (NAVD 88)  
 J NAIL IN THE NORTHEAST SIDE OF A UTILITY POLE, ON THE WEST SIDE OF WATER LILY WAY,  
 ± NORTH OF THE CENTERLINE OF JOLLY OAK ROAD (TO THE EAST).

- LEGEND**
- = SET 1/2" BAR WITH CAP
  - = FOUND IRON AS NOTED
  - = DISTANCE NOT TO SCALE
  - = FENCE
  - = ASPHALT
  - = CONCRETE
  - = GRAVEL
  - = EXISTING SPOT ELEVATION
  - = EXISTING CONTOUR ELEVATION
  - = GAS LINE
  - = UNDERGROUND TELEPHONE
  - = UNDERGROUND TELEVISION
  - = UNDERGROUND ELECTRIC
  - = OVERHEAD WIRES
  - = EDGE OF WOODS
  - = DECIDUOUS TREE
  - = CONIFEROUS TREE
  - = SANITARY MANHOLE
  - = DRAINAGE MANHOLE
  - = ELECTRIC MANHOLE
  - = TELEPHONE MANHOLE
  - = CATCHBASIN
  - = SANITARY CLEANOUT
  - = FIRE HYDRANT
  - = VALVE
  - = UTILITY POLE
  - = LIGHT POLE
  - = GUY POLE
  - = GUY WIRE
  - = UTILITY PEDESTAL
  - = TRANSFORMER
  - = ELECTRIC METER
  - = GAS METER
  - = WATER METER
  - = SOIL BORING
  - = SIGN
  - = POST

*original plan  
 7/20/15*

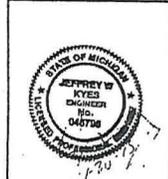
• DENOTES NUMBER OF BIKE RACKS  
 (4 RACKS/8 BIKES TYP)

**SHEET INDEX**

1. COVER SHEET
2. DIMENSION PLAN NORTH
3. DIMENSION PLAN SOUTH
4. SITE & UTILITY PLAN NORTH
5. SITE & UTILITY PLAN SOUTH
6. STORM SEWER PLAN NORTH
7. STORM SEWER PLAN SOUTH
8. PERVIOUS/IMPERVIOUS PLAN NORTH
9. PERVIOUS/IMPERVIOUS PLAN SOUTH
10. AMENITIES PLAN
11. EXISTING FEATURES PLAN

**CLIENT:**  
 WEST PAC MICHIGAN  
 1840 CENTURY PARK EAST  
 LOS ANGELES, CA 90007  
 PH:(310) 586-8505  
 FAX:(310) 586-0535

**ENGINEER/SURVEYOR:**  
 KEBS, INC.  
 2116 HASLETT RD.  
 HASLETT, MI 48840  
 PH:(517) 339-1014  
 FAX:(517) 339-8047



REVISIONS	DATE	BY	DESCRIPTION
7-10-15	08/11/15	JWK	INITIAL

**KEBS, INC.** KYES ENGINEERING  
 2116 HASLETT ROAD, HASLETT, MI 48840  
 PH. 517-339-1014 FAX. 517-339-8047  
 Meridian Office  
 Ph. 209-781-0800

**Okemos Pointe Apartments**  
 COVER SHEET

SCALE: 1" = 120'  
 DATE: 5-8-15  
 AUTHORIZED BY: WEST PAC MICHIGAN

DESIGNER: JWK  
 PROJECT MGR. JWK  
 APPROVED BY: JWK  
 SHEET 1 OF 11  
 JOB # 10027

E-88667-MUPUD  
 SURVEY#28667.TCP



**Special Use Permit #15101**  
**(T.A. Forsberg, Inc. and WestPac Michigan)**  
**REVISED PLANS**  
**February 19, 2016**

**APPLICANT:** T.A. Forsberg, Inc. and WestPac Michigan  
919 West University Drive Suite 700  
Rochester, MI 48307

**STATUS OF APPLICANT** Owner (Forsberg Family)

**REQUEST:** Construct a mixed use planned unit development project

**CURRENT ZONING:** \*C-2 (Commercial) and C-2 (Commercial)

**LOCATION:** North of Jolly Road, west of Jolly Oak Road and north of  
Farrins parkway

**AREA OF SUBJECT SITE:** Approximately 37.29 acres

**EXISTING LAND USE:** Industrial/Office/Commercial/Warehouse buildings  
and Undeveloped

**FUTURE LAND USE:** Residential 5.0-8.0 dwelling units per acre (du/a); Office,  
and Commercial

**EXISTING LAND USES  
IN AREA**

North: Coyote Creek Condominiums & Consumers Energy  
Right-of-Way  
South: Commercial and Farrins Parkway  
East: Office, commercial, and hotel  
West: Single-family residential and office

**CURRENT ZONING IN AREA:** North: RD (Multiple Family, 8 units per acre)  
South: C-2 (Commercial)  
East: PO (Professional and Office) and C-2 (Commercial)  
West: RR (Rural Residential), RA (Single family, Medium  
Density) residential, and PO (Professional and  
Office)

**FUTURE LAND USE MAP:** North: Institutional  
South: Commercial  
East: Commercial, Office, & Residential 5.0-8.0 du/a  
West: Residential 0.5-1.25 du/a, Res.1.25-3.5 du/a, and  
Office

\*Denotes Conditional Rezoning

## CHARTER TOWNSHIP OF MERIDIAN

### MEMORANDUM

**TO:** Planning Commission

**FROM:**   
Martha Wyatt  
Associate Planner/Landscape Architect

**DATE:** February 19, 2016

**RE:** Special Use Permit #15101 (T.A. Forsberg, Inc. and WestPac Michigan), request to construct a group of buildings totaling more than 25,000 square feet in gross floor area.

In conjunction with Mixed Use Planned Unit Development (MUPUD) #15024, a special use permit is being requested to construct a group of buildings totaling more than 25,000 gross square feet. The Planning Commission held a public hearing on August 10, 2015 regarding the request from T.A. Forsberg, Inc. and WestPac Michigan to establish a mixed use planned unit development (MUPUD) on multiple parcels located north of Jolly Road, west of Jolly Oak Road, and north of Farrins Parkway, commonly referred to as Okemos Pointe. The original project area of 33.73 acres was rezoned to C-2 (Commercial) under REZ #15010, with a voluntary offer of a condition limiting development to a mixed use planned unit development with a restriction of no more than 18 units per acre as allowed under the density bonus provisions in the MUPUD ordinance (Section 86-440).

Since the August 10, 2015 public hearing for the project, new information has been provided by the applicant and revised plans have been submitted. Due to the number of changes new public hearings for MUPUD #15024 and SUP #15101 have been scheduled.

The project area has increased in size from 33.73 acres to 37.29 acres with the addition of Okemos Pointe Plaza at 2398 Jolly Road (multitenant retail building) and an approximate 0.9 acres parcel at 2360 Jolly Road, to be acquired from the property owner (Kurt Boegner/Value Tire Center). These properties are zoned C-2 (Commercial) are not part of the original 33.73 acres of land that was conditionally rezoned under REZ #15010.

The original plan consisted of 21 multi-story apartment buildings with a total of 378 dwelling units. A stand-alone leasing office/club house was shown as well as a fitness center (Lifestyle Community Center), utilizing the existing building at 2362 Jolly Oak Road, which was to be renovated for the fitness center. The total square footage of all 22 buildings was approximately 579,500 square feet.

The revised plan includes 19 multi-story apartment buildings with a total of 342 apartments. The leasing office building has been replaced with a three story mixed-use building with approximately 6,200 square feet of commercial space on the first floor and 12 apartments on the upper floors. A total of 354 apartment units are proposed in 20 buildings.

**SUP #15101 (T.A. Forsberg, Inc. and WestPac Michigan)**  
**Planning Commission (2/19/16)**  
**Page 2**

Other changes to the previous plan include the conversion of the existing building at 2362 Jolly Oak Road to a retail market, offering approximately 25,000 square feet of commercial space (ground floor and mezzanine), in place of the fitness center. The existing multitenant building at 2398 Jolly Road has approximately 10,000 square feet of commercial space. The total square footage of all 22 buildings on the revised plan is approximately 467,800 square feet.

Background information has been provided in the staff report associated with MUPUD #15014 dated February 19, 2016.

**Staff Analysis**

The purpose of the special use permit for structures or groups of structures greater than 25,000 square feet in size is to consider potential impacts such development may have on adjacent land uses.

The Planning Commission should take into consideration issues related to the use of the mixed use project including potential hours of operation, number of employees, lighting, and noise. The Commission may recommend appropriate conditions be placed on an approval to address these topics.

**Planning Commission Options**

The Planning Commission has the option to recommend approval, approval with conditions, or denial of the special use permit for structures greater than 25,000 square feet in size based on the standards listed in Section 86-126 of the Code of Ordinances. A resolution will be provided for a future meeting. A copy of Section 86-126 is attached.

**Attachments**

1. Staff memorandum dated August 7, 2015 (Public Hearing)
2. Special Use Permit Criteria (Section 86-126)

**Special Use Permit #15101**  
**(T.A. Forsberg, Inc. and WestPac Michigan)**  
**August 7, 2015**

**APPLICANT:** T.A. Forsberg, Inc. and WestPac Michigan  
919 West University Drive Suite 700  
Rochester, MI 48307

**STATUS OF APPLICANT** Owner (Forsberg Family)

**REQUEST:** Construct a mixed use planned unit development project

**CURRENT ZONING:** C-2 (Commercial)\*

**LOCATION:** North of Jolly Road, north and west of Jolly Oak Road and north of Farrins parkway

**AREA OF SUBJECT SITE:** Approximately 33.73 acres

**EXISTING LAND USE:** Industrial/Office/Warehouse buildings and Undeveloped

**FUTURE LAND USE:** Residential 5.0-8.0 dwelling units per acre (du/a) and Office

**EXISTING LAND USES IN AREA**

North: Coyote Creek condominiums & Consumers Energy Right-of-Way  
South: Commercial and Farrins Parkway  
East: Office building and hotel  
West: Single-family residential

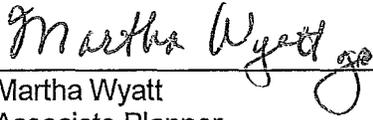
**CURRENT ZONING IN AREA:** North: RD (Multiple Family, 8 units per acre)  
South: C-2 (Commercial)  
East: PO (Professional and Office)  
West: RR (Rural Residential) and RA (Single family, Medium Density) residential

**FUTURE LAND USE MAP:** North: Institutional  
South: Commercial and Office  
East: Commercial, Office, & Residential 5.0-8.0 du/a  
West: Residential 0.5-1.25 du/a & Res. 1.25-3.5 du/a

CHARTER TOWNSHIP OF MERIDIAN

MEMORANDUM

TO: Planning Commission

FROM:   
Martha Wyatt  
Associate Planner

DATE: August 7, 2015

RE: Special Use Permit #15101 (T.A. Forsberg, Inc. and WestPac Michigan), request to construct a group of buildings totaling more than 25,000 square feet in gross floor area

In conjunction with Mixed Use Planned Unit Development (MUPUD) #15024, a special use permit is being requested to construct a group of buildings totaling more than 25,000 gross square feet. The project, called Okemos Pointe, consists of 21 multi-story apartment buildings, a stand-alone leasing office/club house, and a fitness center (Lifestyle Community Center), utilizing the existing industrial building at 2362 Jolly Oak Road, which is to be renovated for the fitness center. The total square footage of all buildings is approximately 579,500 square feet.

The approximate 33.73 acre site was rezoned from PO (Professional and Office), I (Industrial), RR (Rural Residential) and C-2 (Commercial) to C-2 (Commercial) under Rezoning #15010, making the entire site zoned C-2. The rezoning was approved with a voluntary offer of a condition limiting development to a mixed use planned unit development with a restriction of no more than 18 units per acre as allowed under the density bonus provisions in the MUPUD ordinance (Section 86-440).

The general location of the site is north of Jolly Road, north and west of Jolly Oak Road, and north of Farrins Parkway, in Section 33 of the Township.

Background information has been provided in the staff report associated with MUPUD #15014 dated May 8, 2015. A synopsis applicable to the special use permit follows.

The applicant has requested a decision from the Planning Commission the same night as the public hearing for MUPUD #15024 and SUP #15101.

**Master Plan and Zoning**

The properties in the project area are designated on the Future Land Use Map of the 2005 Master Plan as Residential 5.0-8.0 dwelling units per acre (du/a) and Office. The site is zoned C-2 (Commercial). The site, if including all the parcels that comprise the project area, exceeds the lot area (approximately 33.73 acres) and lot width requirements for the C-2 district (approximately 420 feet of frontage on Jolly Oak Road).

### **Physical Features**

The majority of the site is undeveloped. Three structures, a 19,500 square foot industrial/light manufacturing building (2362 Jolly Oak Road), a 9,040 square foot office/warehouse/storage building and a 2,400 square foot storage/warehouse building (both addressed as 2360 Jolly Oak Road) currently occupy the approximate three acre site (formerly zoned Industrial) located on Jolly Oak Road. Wooded areas occur near the west property line and to the east and north of Farrins Parkway. The Smith Drain pond is located on land furthest to the north. Flood Insurance Rate maps (FIRM) for Meridian Township show floodway and floodway fringe areas are present on the site, in areas associated with the Smith Drain and Smith Drain pond.

The Township Wetland Map shows a portion of Wetland #33-2 occurring on the site, however the wetland areas may be considerably smaller than depicted. Based on the applicant's Natural Features Assessment Report, four separate wetland areas were found on the site. Two wetlands are located north of Farrins Parkway and are interconnected by a swale. The third wetland is west and north of the two connected wetlands and may be part of a larger off-site wetland on the Coyote Creek Condominium property. The fourth wetland area is located around the periphery of the north end of the detention pond. Wetland delineations are to be completed by the applicant to determine the size and location of the wetlands.

The Township Greenspace Plan shows a Priority Corridor running north to south along the Smith Drain, including the detention pond. The southern portion of the Priority Corridor is also considered a Fragile Link.

### **Streets and Traffic**

The site has frontage on Jolly Oak Road which is a public street. The partially constructed Water Lily Way, extending north from Jolly Oak Road and Farrins Parkway, also provides access to the site. Access is also provided via Jolly Road at the existing Forsberg Commercial Real Estate Agency entrance drive at 2446 Jolly Road. Internal drives are provided for access to the apartment buildings, parking areas, fitness center, and other destination points in the development.

A revised Traffic Impact Study, dated April 13, 2015, prepared by Bergmann Associates, was provided by the applicant under REZ #15010. The revised study reflected the reduction in acreage of the original rezoning request and the number of anticipated residential units (250 units reduced to 191 units per phase). Comments from the Ingham County Road Department were also addressed. A summary of the revisions appears in the front of the revised traffic study.

The Township's traffic consultant commented on the initial traffic study stating there was a lack of information for pedestrian and bicycle movements. Road diets on several streets may provide the solution for non-motorized facilities.

### **Utilities**

The Department of Public Works and Engineering has indicated municipal water and sanitary sewer are available to serve the site. The utility plans will be finalized during site plan review. The site plan shows a schematic layout for stormwater management which includes pretreatments areas scattered throughout the development.

**SUP #15101 (T.A. Forsberg, Inc. and WestPac Michigan)  
Planning Commission (8/7/15)  
Page 3**

A more thorough stormwater management plan including calculations will be required during site plan review. The Smith Drain Study is currently underway in the subject area and recommendations from the study may impact the conceptual stormwater plans. Review and approval from the Ingham County Drain Commissioner's office will also be required.

**Staff Analysis**

The purpose of the special use permit for structures or groups of structures greater than 25,000 square feet in size is to consider potential impacts such development may have on adjacent land uses.

The Planning Commission should take into consideration issues related to the use of the mixed use project including potential hours of operation, number of employees, lighting, and noise. The Commission may recommend appropriate conditions be placed on an approval to address these topics.

**Planning Commission Options**

The Planning Commission has the option to recommend approval, approval with conditions, or denial of the special use permit for structures greater than 25,000 square feet in size based on the standards listed in Section 86-126 of the Code of Ordinances. A resolution to approve is provided. A copy of Section 86-126 is attached.

The applicant has requested the Planning Commission make a decision on the special use permit the same night as the hearing so that the project may begin as soon as possible. Before acting on the applicant's request the same night as the public hearing, the Planning Commission must first suspend Bylaw 6.4a. The following motion is provided to suspend Bylaw 6.4a:

- **MOTION** to suspend Planning Commission Bylaw 6.4a to consider Special Use Permit #15041 the same night as the public hearing.

**Attachments**

1. Resolution to Approve
2. Special Use Permit Application
3. Special Use Permit Criteria (Section 86-126)

**Sec. 86-126. Review criteria.**

Applications for special use permits shall be reviewed for compliance with the following standards and requirements, where applicable. An application for a special use permit that complies with all the following standards and requirements in this chapter may be approved. The applicant shall assure that:

- (1) The project is consistent with the intent and purposes of this chapter.
- (2) The project is consistent with applicable land use policies contained in the township's comprehensive development 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 stormwater 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.

(Code 1974, § 81-3.2(F))

**Sec. 86-127. Conditions.**

The planning commission may require additional conditions, beyond those specified for the particular special use in this chapter, necessary to accomplish the purposes and intent of this chapter as follows:

- (1) Site conditions including, but not limited to, the following:
  - a. Special yards, open spaces, or buffers.

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

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

**STATUS OF APPLICANT:** Option to Purchase

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

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

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

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

**EXISTING LAND USE:** Undeveloped

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

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

**FUTURE LAND USE  
DESIGNATION:** Office

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

CHARTER TOWNSHIP OF MERIDIAN

MEMORANDUM

TO: Planning Commission

FROM:

  
Harmony Gmazel, AICP  
Principal Planner

DATE: February 17, 2016

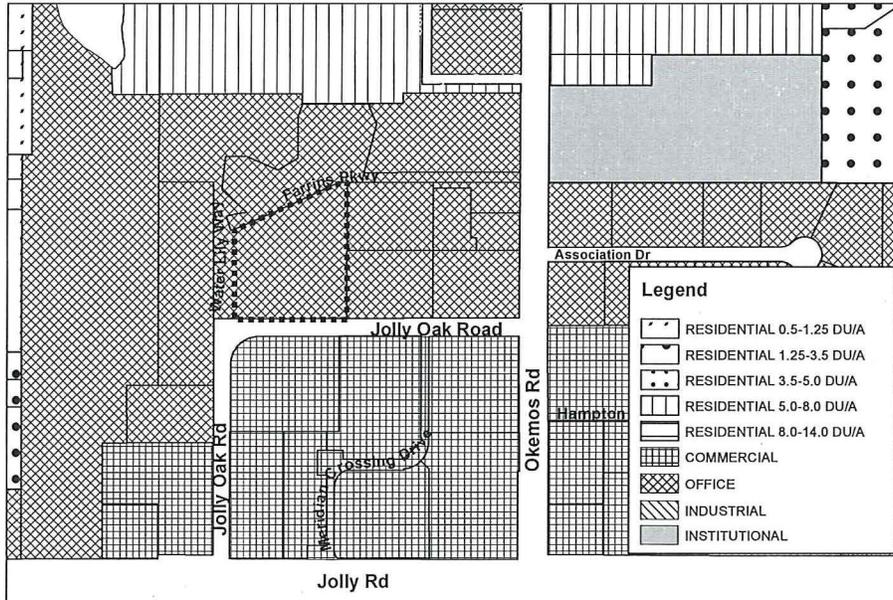
RE: Rezoning #16-14060 (Meridian Hospitality, LLC), request to amend the conditions of Rezoning #14060 (Boomer, LLC).

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

**Master Plan**

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

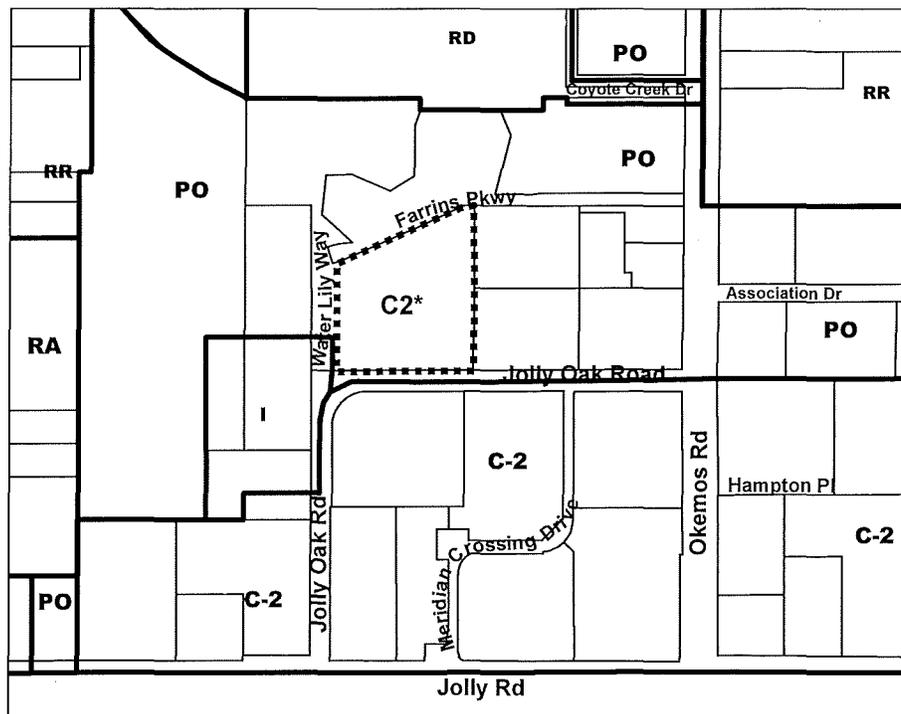
**FUTURE LAND USE MAP**



### Zoning

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

### ZONING MAP



### Streets and Traffic

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

### Staff Analysis

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

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

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

### **Planning Commission Options**

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

### **Attachments**

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

CHARTER TOWNSHIP OF MERIDIAN

MEMORANDUM

TO: Planning Commission

FROM:

Gail Oranchak  
Gail Oranchak, AICP  
Principal Planner

DATE: June 5, 2014

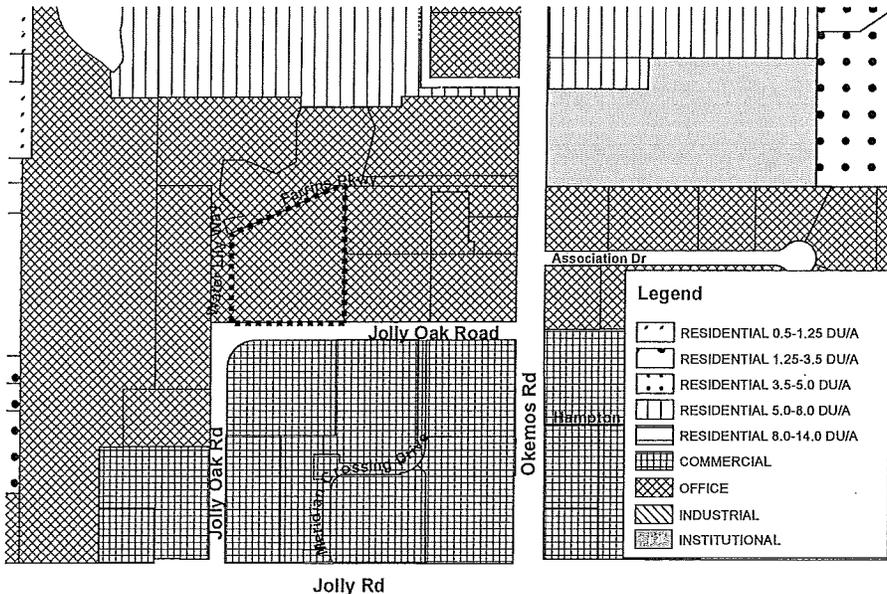
RE: Rezoning #14060 (Boomer Group, LLC), request to rezone approximately 3.55 acres from PO (Professional and Office) to C-2 (Commercial)

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

**Master Plan**

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

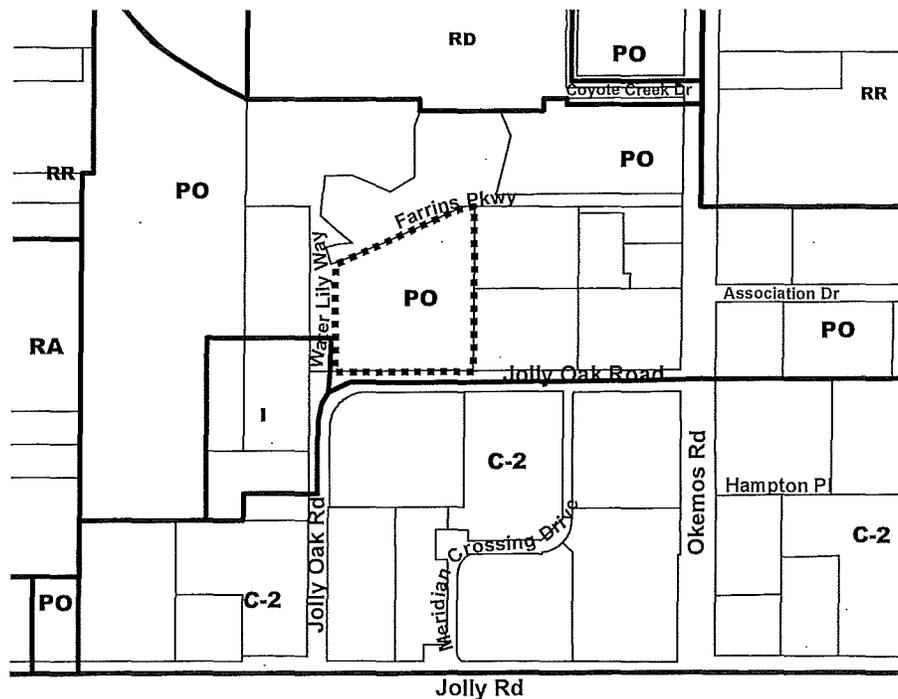
**FUTURE LAND USE MAP**



### Zoning

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

### ZONING MAP



### Physical Features

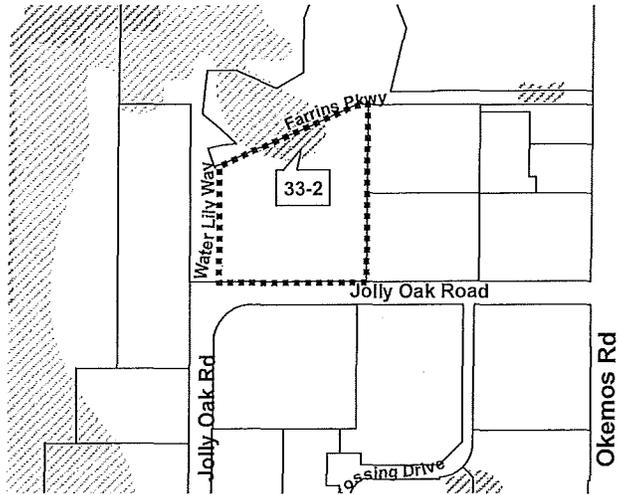
The site is undeveloped and primarily grass covered with an informal row of deciduous shrubs and trees along the east property line. The land slopes from the southeast to northwest from a high elevation of approximately 880 feet above mean sea level in the southeast corner of the site to a low of approximately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

### Wetlands

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

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

**WETLAND MAP**



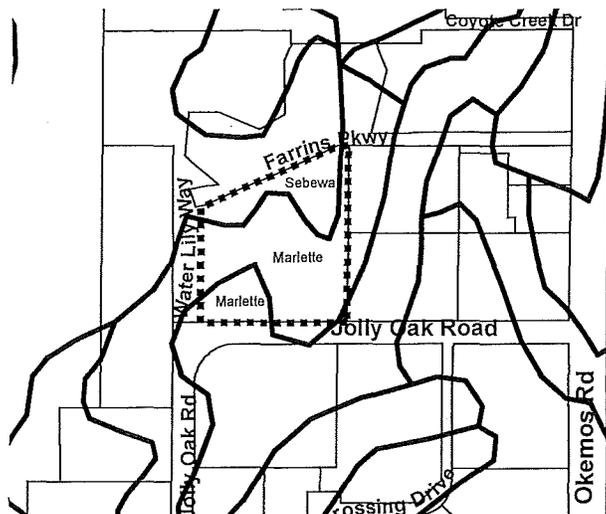
*Soils*

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

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

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

**SOILS MAP**



### **Streets and Traffic**

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

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

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

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

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

### **Utilities**

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

### **Staff Analysis**

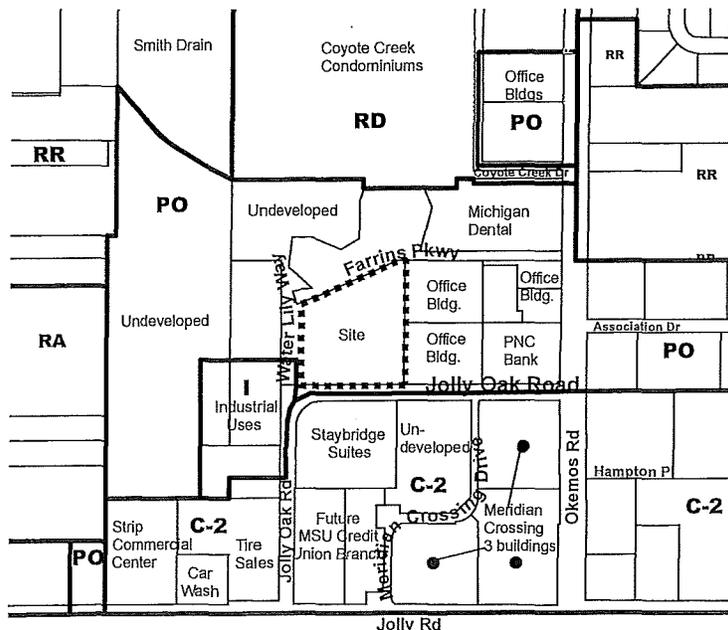
The applicant requested conditional rezoning of an approximately 3.55 acre site on the northeast corner of Jolly Oak Road and Water Lily Way from PO (Professional Office) to "C-2 limited to development as all suites hotel up to 135 rooms, subject to the standards applying to hotels in the C-2 district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

**REZ #14060 (Boomer Group)**  
**Planning Commission (6/5/2014)**  
**Page 5**

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

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

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



**Planning Commission Options**

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

**Attachments**

1. Application and supporting materials
2. Township traffic consultant's report dated June 5, 2014

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

**REZONING APPLICATION**

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

**Part I**

- A. Owner/Applicant Boomer Group, LLC for Forsberg Family, L.L.C.  
Address of applicant 2187 University Park Drive, Okemos, MI 48864  
Telephone: Work 517-281-4184 Home \_\_\_\_\_  
Fax \_\_\_\_\_ Email william.brehm@aol.com  
If there are multiple owners, list names and addresses of each and indicate ownership interest. Attach additional sheets if necessary. If the applicant is not the current owner of the subject property, the applicant must provide a copy of a purchase agreement or instrument indicating the owner is aware of and in agreement with the requested action.
- B. Applicant's Representative, Architect, Engineer or Planner responsible for request:  
Name / Contact Person David E. Pierson  
Address 1305 S. Washington Ave., Ste. 102, Lansing, MI 48910  
Telephone: Work 517-482-4890 Home \_\_\_\_\_  
Fax 517-482-4875 Email dpierson@malansing.com
- C. Site address/location Northeast corner of Jolly Oak Road and Water Lily Way  
Legal description (Attach additional sheets if necessary) see attached  
Parcel number part of 33-02-02-33-329-002 Site acreage 3.55 acres
- D. Current zoning PO Requested zoning C-2 with conditions (attached)
- E. The following support materials must be submitted with the application:
1. Nonrefundable fee.
  2. Evidence of fee or other ownership of the subject property.
  3. A rezoning traffic study prepared by a qualified traffic engineer, based on the most current edition of the handbook entitled *Evaluating Traffic Impact Studies: A Recommended Practice for Michigan Communities*, published by the State Department of Transportation, is required for the following requests:
    - a. Rezoning when the proposed district would permit uses that could generate more than 100 additional directional trips during the peak hour than the principal uses permitted under the current zoning.
    - b. Rezoning having direct access to a principal or minor arterial street, unless the uses in the proposed zoning district would generate fewer peak hour trips than uses in the existing zoning district.  
(Information pertaining to the contents of the rezoning traffic study will be available in the Department of Community Planning and Development.)
  4. Other information deemed necessary to evaluate the application as specified by the Director of Community Planning and Development.

Part II

REASONS FOR REZONING REQUEST

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

A. Reasons why the present zoning is unreasonable:

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

B. Reasons why the requested zoning is appropriate:

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

**Part III**

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

Yes  No (Please check one)

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

William Brehm  
Signature of Applicant

5/19/14  
Date

William Brehm  
Type/Print Name

Fee: \$ 740.00

Received by/Date: G. Oranch 5/20/14

## ATTACHMENT TO REZONING REQUEST

### Part I

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

### Part II

A. Reasons why the present zoning is unreasonable:

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

6) **The current zoning restrictions on the use of the property do not further the health safety or general welfare of the public, explain:** The Township zoning classifications separate office and certain limited commercial uses like the proposed use that support the kinds of regional offices that are located in Meridian Township, in particular those in close proximity to the Okemos Road exit of I-96.

B. Reasons why the requested zoning is appropriate:

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

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

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

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

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

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

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

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

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

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

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

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

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

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

7) **Requested rezoning will result in better use of Township land,**

**resources and properties and therefore more efficient expenditure of Township funds for public improvements and services, explain:** The rezoning from office to a service-oriented use that will serve demand created by immediately surrounding major office uses will promote efficient use of land, tax revenue, and use of adequate existing infrastructure without the necessity of expansion.

## Gail Oranchak

---

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

Gail,

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

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

Thanks for your help,

David

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



**TRAFFIC ASSESSMENT**

**For the**

**Proposed Rezoning of**

**3.55 Acres on Jolly Oak Road**

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

**May, 2014**

**Prepared by:**

**Traffic Engineering  
Associates, Inc.**

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

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Site Survey  
Meridian Charter Township Zoning Ordinance



## PROJECT DESCRIPTION

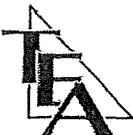
The purpose of this study is to determine the difference in the traffic being generated between the existing zoning, Professional Office (PO), and the proposed new conditional zoning, Commercial (C-2) of an approximate three point five five (3.55) acre parcel located at northeast corner of Water Lily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

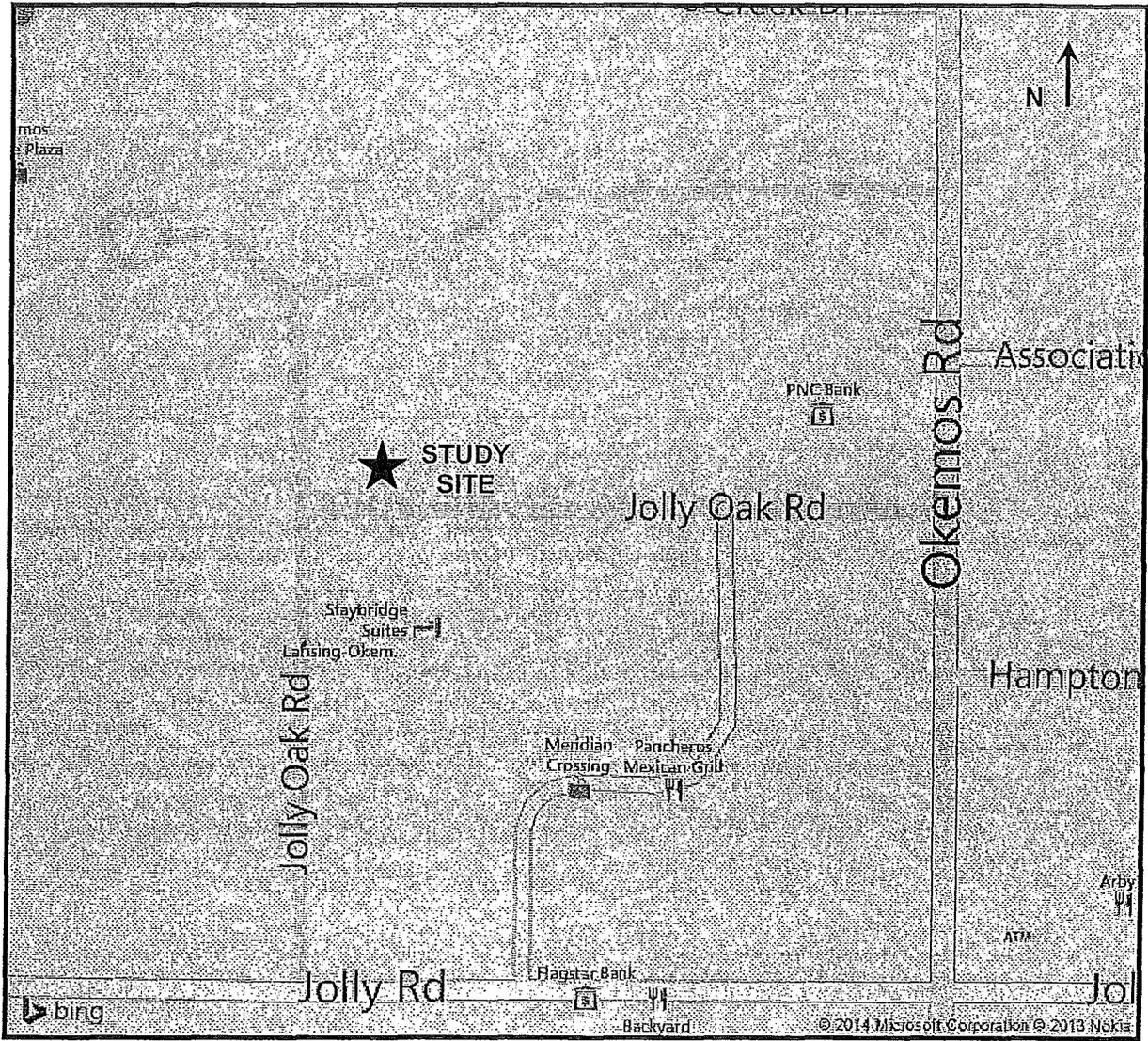
The trip generation for future development was determined by the largest trip generator use allowed under the proposed Commercial (C-2) zoning category, and with the condition of an all suite hotel of no more than 140 rooms.

The traffic analysis consists of the following items:

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

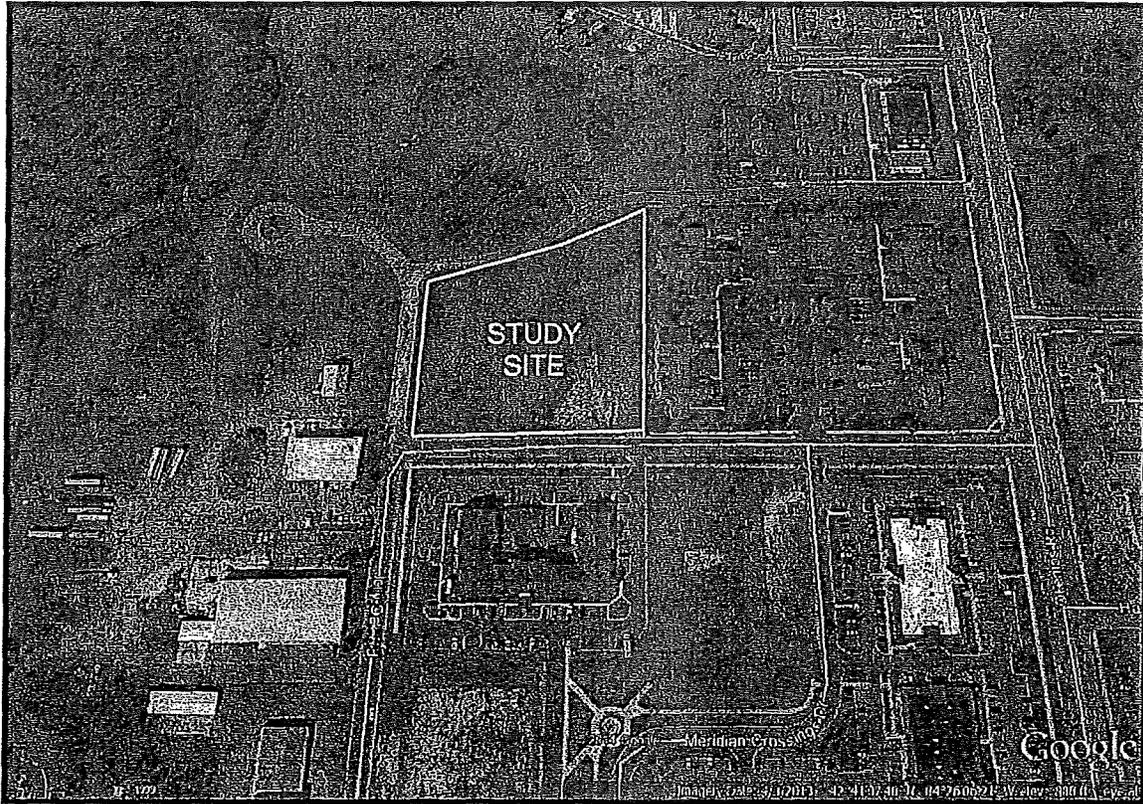
This study was conducted in accordance with the guidelines set forth in "Evaluating Traffic Impact Studies, A Recommended Practice for Michigan Communities," sponsored by the Tri-County Regional Planning Commission and the Michigan Department of Transportation, and the Meridian Charter Township Zoning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



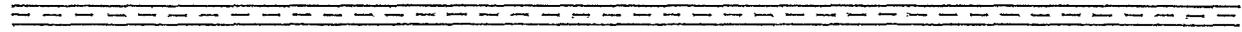
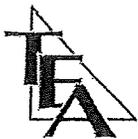


Study Site Map





Aerial Photo



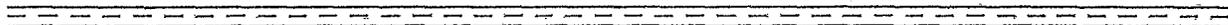
## EXISTING CONDITIONS

Jolly Oak Road is a two-lane paved roadway with concrete curb and gutter. There is a concrete sidewalk along the south side of Jolly Oak Road, and also along the north side of Jolly Oak Road from Okemos Road to the east property line of the proposed site. Jolly Oak Road is under the jurisdiction of the Ingham County Department of Roads. The roadway is not posted; therefore it is assumed that the prima facie speed limit is 55 MPH.

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

## LAND USE

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



## TRAFFIC GENERATION

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

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

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

Supermarket (ITE Code 850) was selected to represent the proposed zoning category, Commercial (C-2), for trip generation. The ITE description of Supermarket is as follows:

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

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

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



**Table 1  
Traffic Generation Summary**

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



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

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

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

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



**Table 2  
Rezoned Traffic Generation Summary**

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



## SIGHT DISTANCE

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

## CONCLUSIONS

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

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

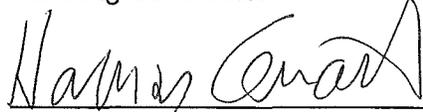


CHARTER TOWNSHIP OF MERIDIAN

MEMORANDUM

TO: Planning Commission

FROM:



Harmony Gmazel, AICP  
Associate Planner

DATE: February 17, 2016

RE: Special Use Permit #16021 (Szuma), request to operate a group child care home for up to twelve children at 1211 Ascot Place, Haslett

The Planning Commission held a public hearing regarding Special Use Permit #16021 on February 8th, 2016. Topics of discussion included traffic impacts, noise and property upkeep.

Per MCL125.3206(4) of the Michigan Zoning Enabling Act from which Meridian Township derives its zoning authority, the Township shall issue a special use permit for a group child care home if it meets all the listed standards and may issue the permit if the group day care home does not meet them.

**Planning Commission Options**

The Planning Commission may approve, approve with conditions or deny the special use permit request. A resolution to approve is attached for the Planning Commission's consideration.

**Attachments**

1. Resolution to approve

**RESOLUTION TO APPROVE**

**SUP #16021  
(Szuma)  
1211 Ascot Place**

**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 8th day of February, 2016 at 7:00 p.m., Local Time.

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

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

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

\_\_\_\_\_.

WHEREAS, Alyssa Szuma of 1211 Ascot Place in Haslett requested a special use permit to operate a group child care home for up to twelve children; and

WHEREAS, the Planning Commission held a public hearing at its regular meeting on February 8, 2016; and

WHEREAS, the Planning Commission reviewed and discussed staff material forwarded under cover memorandums dated February 1, 2016 and February 17, 2016; and

WHEREAS, group day care homes are permitted by special use permit in the RA (Single Family-Medium Density) district as a non-residential use in a residential district per Section 86-654 of the zoning ordinance; and

WHEREAS, the Michigan Zoning Enabling Act states a township shall approve a special use permit for a group day care home if it meets specific criteria listed in the act; and

WHEREAS, the Planning Commission has reviewed and applied the standards of the Michigan Zoning Enabling Act as it pertains to this case; and

WHEREAS, the proposed group day care is incidental to the primary residential use of the site; and

WHEREAS, the essential character of the residential neighborhood will not be changed in terms of appearance by allowing the group day care.

NOW THEREFORE, BE IT RESOLVED THE PLANNING COMMISSION OF THE CHARTER TOWNSHIP OF MERIDIAN hereby approves Special Use Permit #16021 (Szuma) with the following conditions:

1. Approval is based on the application and materials submitted by the applicant subject to revisions as required.



CHARTER TOWNSHIP OF MERIDIAN

MEMORANDUM

TO: Planning Commission

FROM:

  
Harmony Gmazel, AICP  
Associate Planner

DATE: February 17, 2016

RE: Special Use Permit #16031 (Fann), request to operate a group child care home for up to twelve children at 4628 Manitou Drive, Okemos

The Planning Commission held a public hearing regarding Special Use Permit #16031 on February 8th, 2016. Topics of discussion included traffic impacts and property upkeep.

Per MCL125.3206(4) of the Michigan Zoning Enabling Act from which Meridian Township derives its zoning authority, the Township shall issue a special use permit for a group child care home if it meets the listed standards and may issue the permit if the group day care home does not meet them.

**Planning Commission Options**

The Planning Commission may approve, approve with conditions or deny the special use permit request. A resolution to approve is attached for the Planning Commission's consideration.

**Attachments**

1. Resolution to approve

**RESOLUTION TO APPROVE**

**SUP #16031  
(Fann)  
4628 Manitou Drive**

**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 8th day of February, 2016 at 7:00 p.m., Local Time.

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

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

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

WHEREAS, Eric and Jacqueline Fann of 4628 Manitou Drive in Okemos requested a special use permit to operate a group child care home for up to twelve children; and

WHEREAS, the Planning Commission held a public hearing at its regular meeting on February 8, 2016; and

WHEREAS, the Planning Commission reviewed and discussed staff material forwarded under cover memorandums dated February 1, 2016 and February 17, 2016; and

WHEREAS, group day care homes are permitted by special use permit in the RAA (Single Family-Low Density) district as a non-residential use in a residential district per Section 86-654 of the zoning ordinance; and

WHEREAS, the Michigan Zoning Enabling Act states a township shall approve a special use permit for a group day care home if it meets specific criteria listed in the act; and

WHEREAS, the Planning Commission has reviewed and applied the standards of the Michigan Zoning Enabling Act as it pertains to this case; and

WHEREAS, the proposed group day care is incidental to the primary residential use of the site; and

WHEREAS, the essential character of the residential neighborhood will not be changed in terms of appearance by allowing the group day care.

NOW THEREFORE, BE IT RESOLVED THE PLANNING COMMISSION OF THE CHARTER TOWNSHIP OF MERIDIAN hereby approves Special Use Permit #16031 (Fann) with the following conditions:

1. Approval is based on the application and materials submitted by the applicant subject to revisions as required.

