



AGENDA
CHARTER TOWNSHIP OF MERIDIAN
PLANNING COMMISSION – REGULAR MEETING
June 14, 2021 7PM

1. CALL MEETING TO ORDER
2. PUBLIC REMARKS
3. APPROVAL OF AGENDA
4. APPROVAL OF MINUTES
 - A. May 24, 2021 Regular Meeting

Zoom meeting ID: 872 0006 8286
Zoom password: 5151
Public comment: 517.349.1232

5. COMMUNICATIONS
6. PUBLIC HEARINGS
 - A. Special Use Permit #21041 (Guthrie), landscape and grading improvements located in the floodplain at 4681 Nakoma Drive.
7. UNFINISHED BUSINESS
 - A. Rezoning #21030 (New China of Michigan), rezone 0.42 acre RC (Multiple Family-maximum 14 dwelling units per acre) to RCC (multiple Family-maximum 34 dwelling units per acre) at 5114 Jo Don Drive.
 - B. Rezoning #21050 (M & J Management), rezone an approximately 5 acre parcel located at 1999 Saginaw Highway, from C-2 (Commercial) to I (Industrial).
 - C. Zoning Amendment #21020 (Planning Commission), amend Section 86-440 Mixed Use Planned Unit Development (MUPUD) of the Code of Ordinances.
8. OTHER BUSINESS
9. REPORTS AND ANNOUNCEMENTS
 - A. Township Board update.
 - B. Liaison reports.
10. PROJECT UPDATES
 - A. New Applications
 - B. Site Plans Received
 - C. Site Plans Approved
11. PUBLIC REMARKS
12. ADJOURNMENT

AGENDA page 2
CHARTER TOWNSHIP OF MERIDIAN
PLANNING COMMISSION MEETING
June 14, 2021 7PM

TENTATIVE PLANNING COMMISSION AGENDA
June 28, 2021

1. PUBLIC HEARING
2. UNFINISHED BUSINESS
 - A. Special Use Permit #21041 (Guthrie), landscape and grading improvements located in the floodplain at 4681 Nakoma Drive.
3. OTHER BUSINESS - None

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

Providing a safe and welcoming, sustainable, prime community.



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

May 24, 2021

Meeting held virtually using the Zoom web conferencing application

7:00 P.M.

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

ABSENT: None

STAFF: Director of Community Planning & Development Mark Kieselbach, Assistant Planner Keith Chapman, Neighborhoods and Economic Development Director Amber Clark, Information Technology Director Stephen Gebes, Multimedia Producer Samantha Diehl, and Timothy Schmitt

1. CALL MEETING TO ORDER

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

2. PUBLIC REMARKS

- A. Satish, 2003 Bush Bluff Dr. Okemos, looking at property recently for sale at Jolly and Okemos (former PNC Bank). He is looking for information regarding the procedures for requesting a change in zoning from professional office to commercial on the property. Assistant Planner Chapman will follow up with him.

3. APPROVAL OF AGENDA

Commissioner Cordill moved to approve the agenda.
Seconded by Commissioner Blumer.

VOICE VOTE: Motion approved unanimously.

4. APPROVAL OF MINUTES

- A. May 10, 2021 Regular Meeting

Commissioner Premoe moved to approve the minutes.
Seconded by Commissioner Richards.

Commissioner Richards mentioned one change on page 4 where the EGLE grant is mentioned. The spelling change requested from ELGE to EGLE.

Commissioner Richards accepted the friendly amendment.

VOICE VOTE: Motion approved unanimously.

5. COMMUNICATIONS

Chair Hendrickson noted one communication.

6. PUBLIC HEARINGS

- A. Rezoning #21050 (M & J Management), rezone an approximately 5 acre parcel located at 1999 Saginaw Highway, from C-2 (Commercial) to I (Industrial).

Chair Hendrickson opened the public hearing at 7:08 p.m.

Assistant Planner Chapman provided an overview of the rezoning request for approximately 5 acre parcel located at 1999 Saginaw Highway, from C-2 (Commercial) to I (Industrial). A land division (CR #18063) was approved in 2018 to create the five acre parcel from a larger 15 acre parcel owned and occupied by The Meridian Company. The adjacent 10.65 acre parcel will remain in the Industrial zoning district. A wireless communications tower (SUP #00151) was constructed on the property near the southeast corner of the lot in 2001. In 2018, the applicant rezoned (REZ #18090) the property from I (Industrial) to C-2 (Commercial). The Future Land Use Map for this parcel designates it as business technology. The C-2 zoning district requires a minimum of 100 feet of lot width and 4,000 feet of lot area. The requested I zoning district requires a minimum of 100 feet of lot width and 1 acre of lot area. The Township Wetland Map depicts wetlands on the site. If development is proposed, a wetland delineation report will be required. The Klinger Drain is on the property. Any proposed development will have to meet the Township's water features setback of 50 feet from the top of bank for open county drains.

Jim Phillipich, for the applicant, stated the family business decided to do the rezoning in 2018 to Commercial based on the development of the Costco and hopes for future commercial development along the corridor. They have realized that commercial development along that eastern third of corridor is not occurring. The request of industrial zoning will also be in support of the Township SmartZone initiative.

Public Comments:

- A. Amber Clark, 1348 Bayshore Dr. Haslett, spoke in support to Rezoning #21050.

Planning Commission Discussion:

- Support of the rezoning request as it fits in with the Future Land Use Map for the Township.
- Discussion of the business technology category in the Master Plan.
- Discussion of the current zoning categories versus the Future Land Use Map categories. A flow chart would be helpful in the future.

Straw Poll:

All Commissioners state they could support the rezoning request as submitted.

Chair Hendrickson closed the public hearing at 7:30 p.m.

- B. Zoning Amendment #21020 (Planning Commission), amend Section 86-440 Mixed Use Planned Unit Development (MUPUD) of the Code of Ordinances.

Chair Hendrickson opened the public hearing at 7:31 p.m.

Director Kieselbach reviewed highlights of the amendment. The Planning Commission has had a committee working on the amendment. The Mixed Use Planned Unit Development (MUPUD) was originally developed in the 2000s. It is an overlay district and allows for residential and non-residential uses to be mixed on a site. The amendment is an update based on development. The amenities section has been updated. At least one amenity will be required for each project. For every waiver that is requested, the applicant will need at least one amenity. For every density bonus requested, applicants will need at least four amenities. The amendment will allow for the process to be streamlined with one approval for both the MUPUD and the Special Use Permit (SUP).

Public Comments:

None.

Planning Commission Discussion:

- Congratulations on the hard work on the amendment.
- Add affordable housing unit to the definitions. There should already be state and federal laws to define for affordable housing unit.
- Page 7-f. uses may be mixed horizontal or vertical discussion. Eliminate mixed horizontal. Further discussion on the meaning of mixed horizontal use.
- Discussion about getting more specific on the horizontal development will not create flexibility in the ordinance.

Straw Poll:

All Commissioners state they could support the zoning amendment as submitted, but would be helpful to have the definition of affordable housing unit for the next meeting.

Chair Hendrickson closed the public hearing at 7:54 p.m.

7. UNFINISHED BUSINESS - None

8. OTHER BUSINESS

- A. Rezoning #21030 (New China of Michigan), rezone 0.42 acre RC (Multiple Family-maximum 14 dwelling units per acre) to RCC (multiple Family maximum 34 dwelling units per acre) at 5114 Jo Don Drive.

Assistant Planner Chapman reported the Planning Commission discussed this at the April 12, 2021 meeting. At that meeting, the applicant provided a condition on the rezoning. The Planning Commission took a straw poll vote at that time and decided they would not support the rezoning based on that condition. Since that time, the applicant has submitted a revised condition to be added to the rezoning request. The condition now reads "Upon approval of the rezoning by the Township Board, the applicant will come back in 30 days of the approval and request rezoning of

the north half of the parcel from RCC to RB (single-family high density)". The single-family high density is a minimum lot with of 65 feet and 8,000 square feet lot area.

Planning Commission Discussion:

- The neighbors were supportive of a single family home versus an apartment building.
- If the condition is not met, then the zoning would revert back to its original zoning.
- The building on the south end of the parcel does not currently meet setback requirements.
- They could add one unit to the existing building and add a single family home on the northern portion of the property, if all ordinance requirements are met.
- Discussion of using the northern half of the property for a park as children are currently using the green space. Perhaps the Park Commission would look at that possibility.

Straw Poll:

All Commissioners state they could support the rezoning request as submitted with the updated condition. This item will be placed on the next Planning Commission agenda for action.

9. REPORTS AND ANNOUNCEMENTS

A. Township Board update.

Director Kieselbach provided a summary of the Township Board meeting held on May 18, 2021. At that meeting the Newton Place SUP one year extension was approved. Also, the Preliminary Plat for Sierra Ridge was granted a 2 year extension due to delays with COVID. The rezoning at Jolly Road and Kansas Road was discussed. Since the Planning Commission recommended denial of this rezoning, the Board has had meetings with the local neighborhood and the applicant has offered five conditions on the rezoning including 75 feet of the northern portion as a landscape buffer, moving driveways, build LEED certified building, and extend the public water main on Kansas Road for those residents. The Board was in favor of the rezoning with those conditions. It will be on the Board agenda for action on June 1, 2021. Joe's on Jolly did start demolition and ran into issues with the drain commission and those have been resolved, the building permit has been issued, hence development should be continuing on that site.

B. Liaison reports.

Commissioner Premoe and Chair Hendrickson thanked Mark Kielselbach for his 41 years of service to the Township and wish him the best of luck in retirement.

Commissioner Snyder attended the Transportation Commission meeting on Thursday, May 20, 2021. Discussed two railroad quiet zones. There was support for the quiet zones. Also, the Pathway Master Plan was recommended for approved.

Chair Hendrickson mentioned to Director Schmitt to review the goals of Planning Commission discussed at the January meeting. Now that the amendment to the MUPUD ordinance is complete, he would like to begin working with sub-committees on the sign ordinance amendment and the Future Land Use Map. The form based code pilot proposal will need to be reviewed by Director Schmitt and sent to the Township Board.

10. PROJECT UPDATES

- A. New Applications
 - 1. Special Use Permit #21041 (Guthrie), landscape and grading improvements located in the floodplain at 4681 Nakoma Drive.

- B. Site Plans Received
 - 1. Site Plan Review #21-02 (Newton Pointe, LLC), construct a mixed use project at the southeast corner of Saginaw Highway and Newton Road.

 - 2. Site Plan Review #21-21-05 (Hudson Senior Living), amendment to modify the Pine Village building entrance at 1673 Haslett Road.

- C. Site Plans Approved
 - 1. Site Plan Review #21-01 (Woodward Way LDHA), construct a 49 unit townhouse and apartment complex comprised of four buildings on a vacant parcel identified as parcel number 17-377-031.

11. PUBLIC REMARKS - None

12. ADJOURNMENT

Commissioner Hendrickson adjourned the regular meeting at 8:30 p.m.

Respectfully Submitted,
Michelle Prinz, Recording Secretary

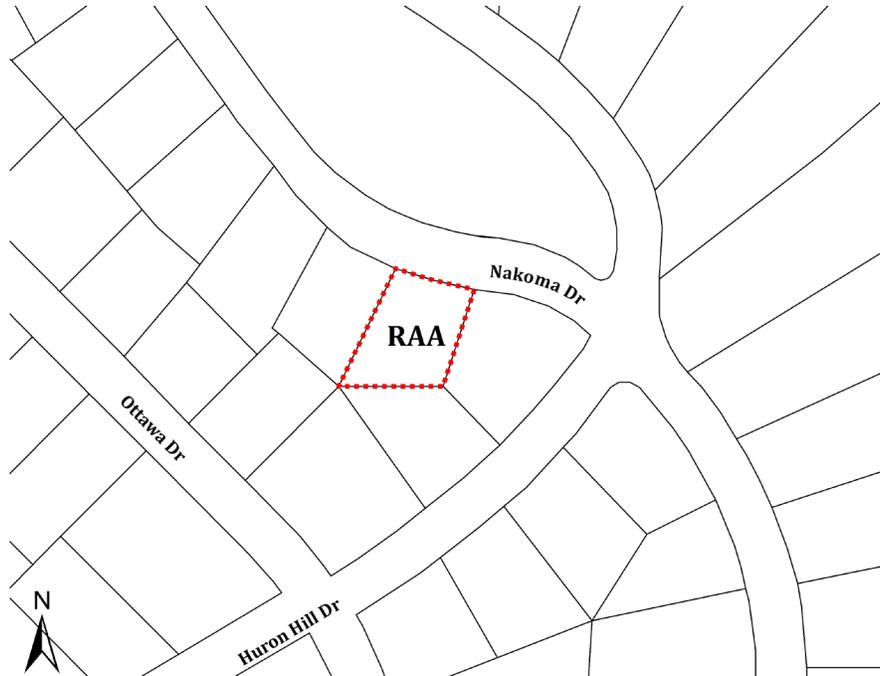
FUTURE LAND USE MAP



Zoning

The site is zoned RAA (Single Family, Low Density). With 100 feet of frontage on Nakoma Drive and 17,598 square feet of lot area, the site exceeds the RAA district minimums of 90 feet of frontage and 13,500 square feet of lot area.

ZONING MAP



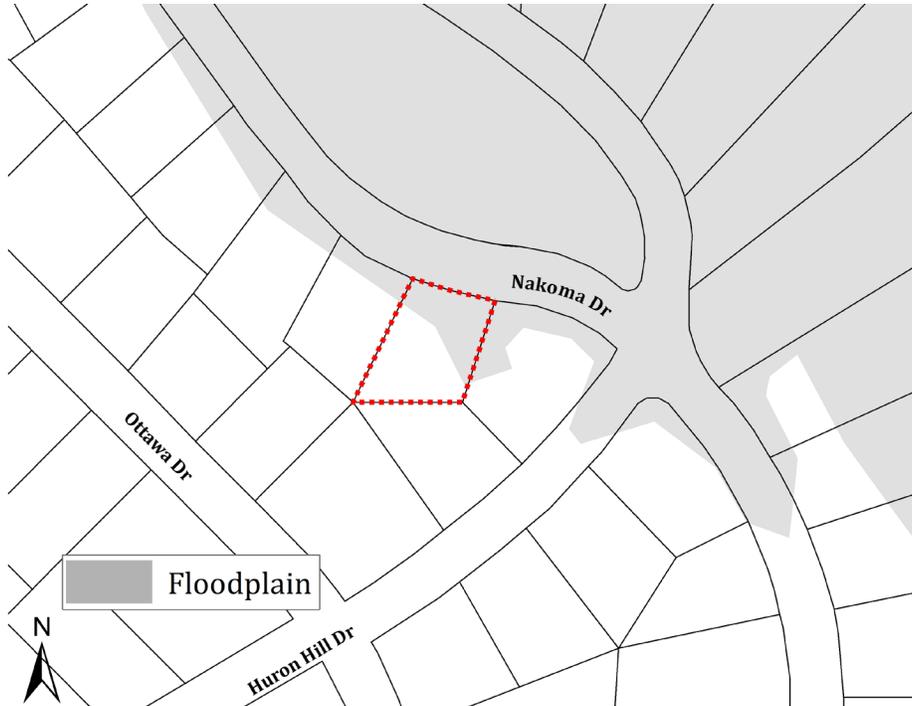
Physical Features

The subject site is developed with a bi-level single family house. Elevations vary from approximately 844 feet above mean sea level near the rear of the single family home to 839 feet above mean sea level near Nakoma Drive.

Floodplain

According to the Flood Insurance Rate Map (FIRM) prepared by the Federal Emergency Management Agency (FEMA), a portion of the subject property is located within the 100 year floodplain of the Red Cedar River. The elevation of the floodplain at the site is 843.1 feet above mean sea level. After the fill is placed, as required by FEMA, the house will be located above the floodplain. There are no wetlands present on site.

FLOODPLAIN MAP



Staff Analysis

The applicant has requested a special use permit to place 9.44 cubic yards of fill in the 100 year floodplain of the Red Cedar River to make landscape and grading improvements to the single family house at 4681 Nakoma Drive. The Code of Ordinances requires special use permit approval for work in the floodway fringe. The special use permit review criteria found in Section 86-126 of the Code of Ordinances (attached) should be used to evaluate the request, along with the provisions of the Conservancy (CV) District, Section 86-436, which are detailed below.

Section 86-436(n) of the Code of Ordinances lists the standards that should be used to review a special use permit request for work in the floodway fringe, which the applicable is as follows, along with an explanation of how the request meets the standard:

Excavation and shaping of the floodway fringe shall be conducted in such a manner as to maintain or improve the natural impoundment capacity of the base flood elevation. In no case shall the impoundment capacity of the floodway fringe be reduced.

The applicant has proposed a compensating cut of 10.78 cubic yards in the floodplain on the north portion of the property to mitigate the 9.44 cubic yards of fill to raise the house above the floodplain. The compensating cut will ensure there is no loss of impoundment capacity in the floodway fringe.

Special Use Permit #21041 (Guthrie)
Planning Commission (June 14, 2021)
Page 5

The Michigan Department of Environment, Great Lakes, and Energy (EGLE) issued a permit for the proposed work in the floodplain on April 30, 2021. The Township's Chief Engineer, on behalf of the Director of Public Works and Engineering, submitted a letter dated June 10, 2021 approving the project.

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:

- Move to suspend Planning Commission Bylaw 6.4a to consider Special Use Permit #21041 the same night as the public hearing.
- Move to adopt the resolution to approve Special Use Permit #21041.

Planning Commission Options

The Planning Commission may approve, approve with conditions, or deny the proposed special use permit. A resolution to approve the request with conditions is attached for consideration.

Attachments

1. Special use permit application and attachments
2. Letter from Meridian Township Chief Engineer dated June 10, 2021
3. Resolution to approve with conditions
4. Special use permit review criteria

G:\Community Planning & Development\Planning\SPECIAL USE PERMITS (SUP)\2021\SUP 21041 (Guthrie)\SUP 21041.pc1.doc

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

*Rec'd
7-16-20*

SPECIAL USE PERMIT APPLICATION

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

Part I

- A. Applicant Stacy Guthrie
 Address of Applicant 4681 Nakoma Drive, Okemos, MI 48864
 Telephone - Work _____ Home 517-488-5727 Fax _____ Email guthries@michigan.gov
 Interest in property (circle one): Owner Tenant Option Other _____
 (Please attach a list of all persons with an ownership interest in the property.)
- B. Site address / location / parcel number 4681 Nakoma Drive, Okemos, MI 48864/ Indian Hills/ 21-328-016
 Legal description (please attach if necessary) Lot 63, Indian Hills Plat, Meridian Twp., In Co., MI Tax ID #
 Current zoning Residenencial 33-02-02-21-328-016
 Use for which permit is requested / project name Special Use Permit Application/ Landscape & grading
 Corresponding ordinance number _____ improvement project
 Contractor _____
- C. Developer (if different than applicant) Stiles Lawn Landscaping & Snow Removal Inc. (Denny Sell)
 Address 1434 East Jolly Road, Lansing, MI 48910
 Telephone – Work 517-202-6533 Home 517-322-2671 Fax _____
- D. Architect, Engineer Planner or Surveyor responsible for design of project if different from applicant:
 Name N/A
 Address _____
 Telephone – Work _____ Home _____ Fax _____
- E. Acreage of all parcels in the project: Gross .40 Net _____
- F. Explain the project and development phases:
- G. Total number of:
 Existing: structures 1 bedrooms 3 offices 0 parking spaces 2 carports 0 garages 1
 Proposed: structures 1 bedrooms 3 offices 0 parking spaces 2 carports 0 garages 1
- H. Square footage: existing buildings 2,007 proposed buildings N/A
 Usable Floor area: existing buildings same proposed buildings N/A
- I. If employees will work on the site, state the number of full time and part time employees working per shift and hours of operation: 2-3 full time empoloyess; 8 a.m.-5 p.m. (Two-day job).
- J. Existing Recreation: Type Landscaping around house Acreage _____
 Proposed Recreation: Type Landscape and grading improvement Acreage _____
 Existing Open Space: Type _____ Acreage _____
 Proposed Open Space: Type _____ Acreage _____

- M. Any other information specified by the Director of Community Planning and Development which is deemed necessary to evaluate the application.
- N. In addition to the above requirements, for zoning districts, **RD, RC, RCC, RN, and CV** and **Group Housing Residential Developments** the following is required:
1. Existing and proposed contours of the property at two foot intervals based on United States Geological Survey (USGS) data.
 2. Preliminary engineering reports in accordance with the adopted Township water and sewer standards, together with a letter of review from the Township Engineer.
 3. Ten copies of a report on the intent and scope of the project including, but not limited to: Number, size, volume, and dimensions of buildings; number and size of living units; basis of calculations of floor area and density and required parking; number, size, and type of parking spaces; architectural sketches of proposed buildings.
 4. Seven copies of the project plans which the Township shall submit to local agencies for review and comments.
- O. In addition to the above requirements, a special use application in zoning district **RP** requires the following material as part of the site plan:
1. A description of the operations proposed in sufficient detail to indicate the effects of those operations in producing traffic congestion, noise, glare, air pollution, water pollution, fire hazards or safety hazards or the emission of any potentially harmful or obnoxious matter or radiation.
 2. Engineering and architectural plans for the treatment and disposal of sewerage and industrial waste tailings, or unusable by-products.
 3. Engineering and architectural plans for the handling of any excessive traffic congestion, noise, glare, air pollution, or the emission of any potentially harmful or obnoxious matter or radiation.
- P. In addition to the above requirements, a special use application for a use in the Floodway Fringe of zoning district **CV** requires the following:
1. A letter of approval from the State Department of Environmental Quality.
 2. A location map including existing topographic data at two-foot interval contours at a scale of one inch representing 100 feet.
 3. A map showing proposed grading and drainage plans including the location of all public drainage easements, the limits, extent, and elevations of the proposed fill, excavation, and occupation.
 4. A statement from the County Drain Commissioner, County Health Department, and Director of Public Works and Engineering indicating that they have reviewed and approved the proposal.
- Q. In addition to the above requirements, a special use application for a use in the Groundwater Recharge area or zoning district **CV** requires the following:
1. A location map including existing topographic data at two-foot interval contours.
 2. A map showing proposed grading and drainage plans including the location of all public drainage easements, the limits and extent of the proposed fill, excavation, and occupation.
 3. A statement from the County Drain Commissioner, County Health Department, and Director of Public Works and Engineering indicating that they have reviewed and approved the proposal.
- R. In addition to the above requirements, the Township Code of Ordinances, Article VI, should be reviewed for the following special uses: group housing residential developments, mobile home parks, nonresidential structures and uses in residential districts, planned community and regional shopping center developments, sand or gravel pits and quarries, sod farms, junk yards, sewage treatment and disposal installations, camps and clubs for outdoor sports and buildings greater than 25,000 square feet in gross floor area.

(L2)

L.2

2. Legal Description of Property:

Owner: Stacy Lynn Guthrie

Lot 63, Indian Hills Plat, Meridian Twp. Ingham Co., MI (Tax ID# 33-02-02-21-328-016)

4681 Nakoma Drive, Okemos, MI 48864

L6. N/a

L7. a. To raise finish grade above flood map reference elevation. Landscaping and grading improvement to residence.

b. No impact on natural features. Dirt is being moved from the backyard to the front yard. No impact on any trees or vegetation.

c. None to mitigate.

M. None.

N. Please see elevation certificate attached.

O. 1. Will contact Miss Digs; no soil from offsite will be utilized for the purpose of raising finish grade above flood map reference elevation (843.1). Landscaping and grading improvement to residence.

O. 2. None.

O.3. None.

P. 1. Sending in permit application to the State Department also.

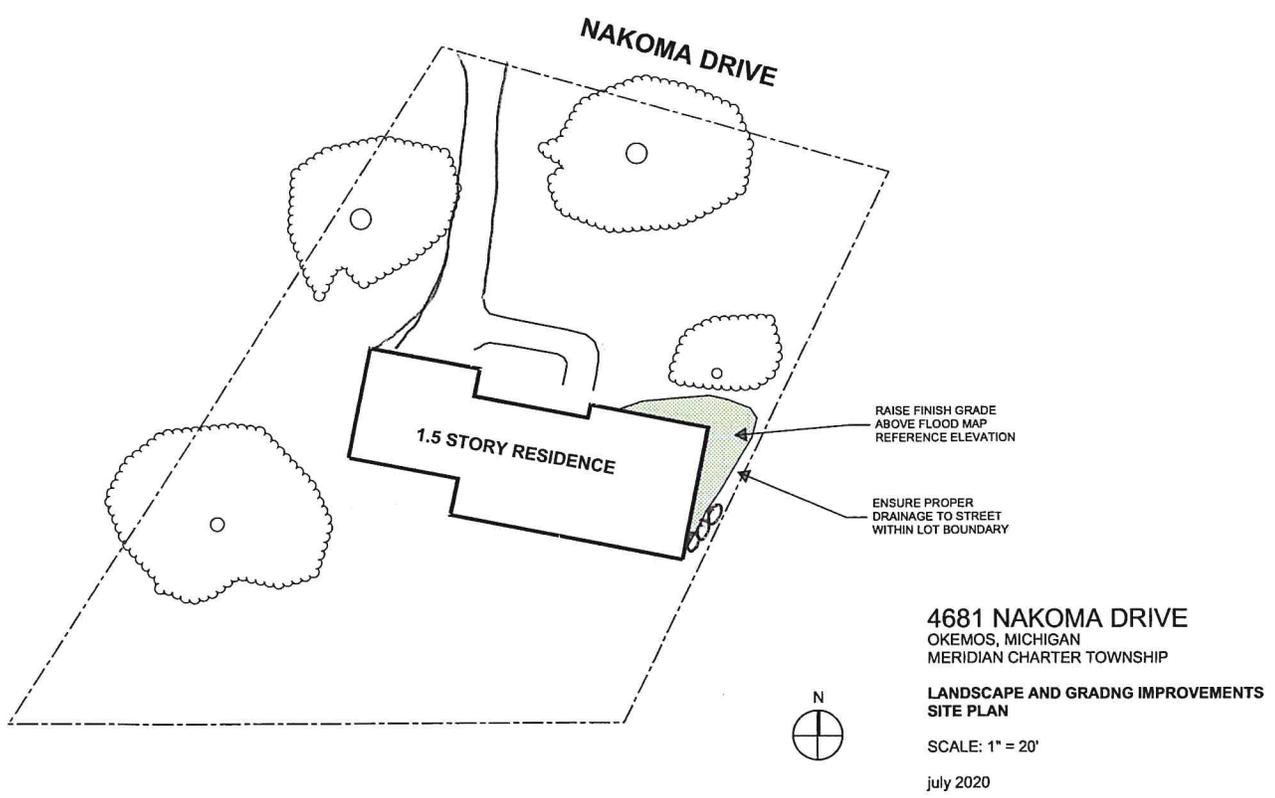
P. 2-4. Awaiting state's response not sure if needed.

Q. 1-3 N/A.

R. N/A.

(L4) a-n

L.4
a-n









July 14, 2020

Dear Planning Commission:

I would like to request the Planning Commission vote on the same night as the hearing.

Sincerely,

A handwritten signature in cursive script that reads "Stacy Guthrie". The signature is written in black ink and is positioned above the printed name.

Stacy Guthrie

ELEVATION CERTIFICATE

Important: Follow the instructions on pages 1-9.

Copy all pages of this Elevation Certificate and all attachments for (1) community official, (2) insurance agent/company, and (3) building owner.

SECTION A – PROPERTY INFORMATION				FOR INSURANCE COMPANY USE	
A1. Building Owner's Name Stacy Guthrie				Policy Number:	
A2. Building Street Address (including Apt., Unit, Suite, and/or Bldg. No.) or P.O. Route and Box No. 4681 Nakoma Drive				Company NAIC Number:	
City Okemos		State Michigan		ZIP Code 48864	
A3. Property Description (Lot and Block Numbers, Tax Parcel Number, Legal Description, etc.) Lot 63, Indian Hills Plat, Meridian Twp, Ingham Co., MI (Tax ID# 33-02-02-21-328-016)					
A4. Building Use (e.g., Residential, Non-Residential, Addition, Accessory, etc.) <u>Residential</u>					
A5. Latitude/Longitude: Lat. <u>42°43'10.36"</u> Long. <u>84°26'10.36"</u> Horizontal Datum: <input type="checkbox"/> NAD 1927 <input checked="" type="checkbox"/> NAD 1983					
A6. Attach at least 2 photographs of the building if the Certificate is being used to obtain flood insurance.					
A7. Building Diagram Number <u>4</u>					
A8. For a building with a crawlspace or enclosure(s):					
a) Square footage of crawlspace or enclosure(s) <u>0</u> sq ft					
b) Number of permanent flood openings in the crawlspace or enclosure(s) within 1.0 foot above adjacent grade <u>0</u>					
c) Total net area of flood openings in A8.b <u>0</u> sq in					
d) Engineered flood openings? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No					
A9. For a building with an attached garage:					
a) Square footage of attached garage <u>600</u> sq ft					
b) Number of permanent flood openings in the attached garage within 1.0 foot above adjacent grade <u>0</u>					
c) Total net area of flood openings in A9.b <u>0</u> sq in					
d) Engineered flood openings? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No					
SECTION B – FLOOD INSURANCE RATE MAP (FIRM) INFORMATION					
B1. NFIP Community Name & Community Number Charter Township of Meridian 260093			B2. County Name Ingham		B3. State Michigan
B4. Map/Panel Number 0158	B5. Suffix D	B6. FIRM Index Date 08/16/2011	B7. FIRM Panel Effective/ Revised Date 08/16/2011	B8. Flood Zone(s) AE	B9. Base Flood Elevation(s) (Zone AO, use Base Flood Depth) 843.1
B10. Indicate the source of the Base Flood Elevation (BFE) data or base flood depth entered in Item B9: <input checked="" type="checkbox"/> FIS Profile <input type="checkbox"/> FIRM <input type="checkbox"/> Community Determined <input type="checkbox"/> Other/Source: _____					
B11. Indicate elevation datum used for BFE in Item B9: <input type="checkbox"/> NGVD 1929 <input checked="" type="checkbox"/> NAVD 1988 <input type="checkbox"/> Other/Source: _____					
B12. Is the building located in a Coastal Barrier Resources System (CBRS) area or Otherwise Protected Area (OPA)? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No Designation Date: _____ <input type="checkbox"/> CBRS <input type="checkbox"/> OPA					

ELEVATION CERTIFICATE

OMB No. 1660-0008
Expiration Date: November 30, 2018

IMPORTANT: In these spaces, copy the corresponding information from Section A.			FOR INSURANCE COMPANY USE
Building Street Address (including Apt., Unit, Suite, and/or Bldg. No.) or P.O. Route and Box No. 4681 Nakoma Drive			Policy Number:
City Okemos	State Michigan	ZIP Code 48864	Company NAIC Number

SECTION C – BUILDING ELEVATION INFORMATION (SURVEY REQUIRED)

C1. Building elevations are based on: Construction Drawings* Building Under Construction* Finished Construction

*A new Elevation Certificate will be required when construction of the building is complete.

C2. Elevations – Zones A1–A30, AE, AH, A (with BFE), VE, V1–V30, V (with BFE), AR, AR/A, AR/AE, AR/A1–A30, AR/AH, AR/AO. Complete Items C2.a–h below according to the building diagram specified in Item A7. In Puerto Rico only, enter meters.

Benchmark Utilized: NGS Vertical Datum: NAVD 1988

Indicate elevation datum used for the elevations in items a) through h) below.

NGVD 1929 NAVD 1988 Other/Source: _____

Datum used for building elevations must be the same as that used for the BFE.

Check the measurement used.

- | | | | |
|---|-------|--|---------------------------------|
| a) Top of bottom floor (including basement, crawlspace, or enclosure floor) | 841.0 | <input checked="" type="checkbox"/> feet | <input type="checkbox"/> meters |
| b) Top of the next higher floor | 845.1 | <input checked="" type="checkbox"/> feet | <input type="checkbox"/> meters |
| c) Bottom of the lowest horizontal structural member (V Zones only) | N/A | <input checked="" type="checkbox"/> feet | <input type="checkbox"/> meters |
| d) Attached garage (top of slab) | 843.8 | <input checked="" type="checkbox"/> feet | <input type="checkbox"/> meters |
| e) Lowest elevation of machinery or equipment servicing the building
(Describe type of equipment and location in Comments) | 843.7 | <input checked="" type="checkbox"/> feet | <input type="checkbox"/> meters |
| f) Lowest adjacent (finished) grade next to building (LAG) | 841.4 | <input checked="" type="checkbox"/> feet | <input type="checkbox"/> meters |
| g) Highest adjacent (finished) grade next to building (HAG) | 844.2 | <input checked="" type="checkbox"/> feet | <input type="checkbox"/> meters |
| h) Lowest adjacent grade at lowest elevation of deck or stairs, including structural support | 842.7 | <input checked="" type="checkbox"/> feet | <input type="checkbox"/> meters |

SECTION D – SURVEYOR, ENGINEER, OR ARCHITECT CERTIFICATION

This certification is to be signed and sealed by a land surveyor, engineer, or architect authorized by law to certify elevation information. I certify that the information on this Certificate represents my best efforts to interpret the data available. I understand that any false statement may be punishable by fine or imprisonment under 18 U.S. Code, Section 1001.

Were latitude and longitude in Section A provided by a licensed land surveyor? Yes No Check here if attachments.

Certifier's Name Erick R. Friestrom	License Number 53497	
Title Project Manager		
Company Name KEBS Inc.		
Address 2116 Haslett Road		
City Haslett	State Michigan	
Signature 	Date 08/16/2019	Telephone (517) 339-1014

Copy all pages of this Elevation Certificate and all attachments for (1) community official, (2) insurance agent/company, and (3) building owner.

Comments (including type of equipment and location, per C2(e), if applicable)
C2e - The equipment observed servicing the building is an air conditioner.

ELEVATION CERTIFICATE

OMB No. 1660-0008
Expiration Date: November 30, 2018

IMPORTANT: In these spaces, copy the corresponding information from Section A.			FOR INSURANCE COMPANY USE
Building Street Address (including Apt., Unit, Suite, and/or Bldg. No.) or P.O. Route and Box No. 4681 Nakoma Drive			Policy Number:
City Okemos	State Michigan	ZIP Code 48864	Company NAIC Number

SECTION C – BUILDING ELEVATION INFORMATION (SURVEY REQUIRED)

C1. Building elevations are based on: Construction Drawings* Building Under Construction* Finished Construction
*A new Elevation Certificate will be required when construction of the building is complete.

C2. Elevations – Zones A1–A30, AE, AH, A (with BFE), VE, V1–V30, V (with BFE), AR, AR/A, AR/AE, AR/A1–A30, AR/AH, AR/AO. Complete Items C2.a–h below according to the building diagram specified in Item A7. In Puerto Rico only, enter meters.

Benchmark Utilized: NGS Vertical Datum: NAVD 1988

Indicate elevation datum used for the elevations in items a) through h) below.

NGVD 1929 NAVD 1988 Other/Source: _____

Datum used for building elevations must be the same as that used for the BFE.

Check the measurement used.

- | | | | |
|---|--------------|--|---------------------------------|
| a) Top of bottom floor (including basement, crawlspace, or enclosure floor) | <u>841.0</u> | <input checked="" type="checkbox"/> feet | <input type="checkbox"/> meters |
| b) Top of the next higher floor | <u>845.1</u> | <input checked="" type="checkbox"/> feet | <input type="checkbox"/> meters |
| c) Bottom of the lowest horizontal structural member (V Zones only) | <u>N/A</u> | <input checked="" type="checkbox"/> feet | <input type="checkbox"/> meters |
| d) Attached garage (top of slab) | <u>843.8</u> | <input checked="" type="checkbox"/> feet | <input type="checkbox"/> meters |
| e) Lowest elevation of machinery or equipment servicing the building
(Describe type of equipment and location in Comments) | <u>843.7</u> | <input checked="" type="checkbox"/> feet | <input type="checkbox"/> meters |
| f) Lowest adjacent (finished) grade next to building (LAG) | <u>841.4</u> | <input checked="" type="checkbox"/> feet | <input type="checkbox"/> meters |
| g) Highest adjacent (finished) grade next to building (HAG) | <u>844.2</u> | <input checked="" type="checkbox"/> feet | <input type="checkbox"/> meters |
| h) Lowest adjacent grade at lowest elevation of deck or stairs, including structural support | <u>842.7</u> | <input checked="" type="checkbox"/> feet | <input type="checkbox"/> meters |

SECTION D – SURVEYOR, ENGINEER, OR ARCHITECT CERTIFICATION

This certification is to be signed and sealed by a land surveyor, engineer, or architect authorized by law to certify elevation information. I certify that the information on this Certificate represents my best efforts to interpret the data available. I understand that any false statement may be punishable by fine or imprisonment under 18 U.S. Code, Section 1001.

Were latitude and longitude in Section A provided by a licensed land surveyor? Yes No Check here if attachments.

Certifier's Name Erick R. Friestrom	License Number 53497	
Title Project Manager		
Company Name KEBS Inc.		
Address 2116 Haslett Road		
City Haslett	State Michigan	
Signature 	Date 08/16/2019	Telephone (517) 339-1014

Copy all pages of this Elevation Certificate and all attachments for (1) community official, (2) insurance agent/company, and (3) building owner.

Comments (including type of equipment and location, per C2(e), if applicable)
C2e - The equipment observed servicing the building is an air conditioner.



NOTICE OF AUTHORIZATION

Permit Number: WRP028611 v. 1
Site Name: 33-4681 Nakoma Drive-Okemos

Date Issued: April 30, 2021
Expiration Date: April 30, 2026

The Michigan Department of Environment, Great Lakes, and Energy (EGLE), Water Resources Division, P.O. Box 30458, Lansing, Michigan 48909-7958, under provisions of the Natural Resources and Environmental Protection Act, 1994 PA 451, as amended; specifically:

- Part 31, Floodplain Regulatory Authority of the Water Resources Protection.
- Part 301, Inland Lakes and Streams.
- Part 303, Wetlands Protection.

Authorized activity:

Place approximately 10 cubic yards of backfill along existing residence at 4681 Nakoma Drive, Meridian Township, to elevate grades above the 100-year floodplain of the Red Cedar River.

Excavate approximately 10 cubic yards from the 100-year floodplain.

To be conducted at property located in: Ingham County, Waterbody: Red Cedar River
Section 21, Town 04N, Range 01W, Meridian Township

Permittee:
Mr. Rick Prince
Prince-Lund Engineering, PLC
P.O. Box 1268
Traverse City, MI 49685

Donna Cervelli
Lansing District Office
Water Resources Division

This notice must be displayed at the site of work.
Laminating this notice or utilizing sheet protectors is recommended.
Please refer to the above permit number with any questions or concerns.

EGLE-WRD
WRP028611 v1.0
Approved
Issued On:04/30/2021
Expires On:04/30/2026



**MICHIGAN DEPARTMENT OF ENVIRONMENT, GREAT LAKES, AND ENERGY
WATER RESOURCES DIVISION
PERMIT**

Issued To:

**Mr. Rick Prince
Prince-Lund Engineering, PLC
P.O. Box 1268
Traverse City, Michigan 49685**

**Permit No: WRP028611 v.1
Submission No.: HP3-638M-P0RMW
Site Name: 33-4681 Nakoma Drive-Okemos
Issued: April 30, 2021
Revised:
Expires: April 30, 2026**

This permit is being issued by the Michigan Department of Environment, Great Lakes, and Energy (EGLE), Water Resources Division, under the provisions of the Natural Resources and Environmental Protection Act, 1994 PA 451, as amended (NREPA); specifically:

- | | |
|---|---|
| <input type="checkbox"/> Part 301, Inland Lakes and Streams | <input type="checkbox"/> Part 323, Shorelands Protection and Management |
| <input type="checkbox"/> Part 303, Wetlands Protection | <input type="checkbox"/> Part 325, Great Lakes Submerged Lands |
| <input type="checkbox"/> Part 315, Dam Safety | <input type="checkbox"/> Part 353, Sand Dunes Protection and Management |
| <input checked="" type="checkbox"/> Part 31, Water Resources Protection (Floodplain Regulatory Authority) | |

Permission is hereby granted, based on permittee assurance of adherence to State of Michigan requirements and permit conditions, to:

Authorized Activity:

Place approximately 10 cubic yards of backfill along existing residence at 4681 Nakoma Drive, Meridian Township, to elevate grades above the 100-year floodplain of the Red Cedar River.

Excavate approximately 10 cubic yards from the 100-year floodplain.

**Waterbody Affected: Red Cedar River
Property Location: Ingham County, Meridian Township, Town/Range/Section 04N01W21,
Property Tax No. 33-02-02-21-328-016**

**EGLE-WRD
WRP028611 v1.0
Approved
Issued On:04/30/2021
Expires On:04/30/2026**

Authority granted by this permit is subject to the following limitations:

- A. Initiation of any work on the permitted project confirms the permittee's acceptance and agreement to comply with all terms and conditions of this permit.
- B. The permittee, in exercising the authority granted by this permit, shall not cause unlawful pollution as defined by Part 31 of the NREPA.
- C. This permit shall be kept at the site of the work and available for inspection at all times during the duration of the project or until its date of expiration.
- D. All work shall be completed in accordance with the approved plans and specifications submitted with the application and/or plans and specifications attached to this permit.
- E. No attempt shall be made by the permittee to forbid the full and free use by the public of public waters at or adjacent to the structure or work approved.
- F. It is made a requirement of this permit that the permittee give notice to public utilities in accordance with 2013 PA 174 (Act 174) and comply with each of the requirements of Act 174.
- G. This permit does not convey property rights in either real estate or material, nor does it authorize any injury to private property or invasion of public or private rights, nor does it waive the necessity of seeking federal assent, all local permits, or complying with other state statutes.
- H. This permit does not prejudice or limit the right of a riparian owner or other person to institute proceedings in any circuit court of this state when necessary to protect his rights.
- I. Permittee shall notify EGLE within one week after the completion of the activity authorized by this permit.
- J. This permit shall not be assigned or transferred without the written approval of EGLE.
- K. Failure to comply with conditions of this permit may subject the permittee to revocation of permit and criminal and/or civil action as cited by the specific state act, federal act, and/or rule under which this permit is granted.
- L. All dredged or excavated materials shall be disposed of in an upland site (outside of floodplains, unless exempt under Part 31 of the NREPA, and wetlands).
- M. In issuing this permit, EGLE has relied on the information and data that the permittee has provided in connection with the submitted application for permit. If, subsequent to the issuance of a permit, such information and data prove to be false, incomplete, or inaccurate, EGLE may modify, revoke, or suspend the permit, in whole or in part, in accordance with the new information.
- N. The permittee shall indemnify and hold harmless the State of Michigan and its departments, agencies, officials, employees, agents, and representatives for any and all claims or causes of action arising from acts or omissions of the permittee, or employees, agents, or representative of the permittee, undertaken in connection with this permit. The permittee's obligation to indemnify the State of Michigan applies only if the state: (1) provides the permittee or its designated representative written notice of the claim or cause of action within 30 days after it is received by the state, and (2) consents to the permittee's participation in the proceeding on the claim or cause of action. It does not apply to contested case proceedings under the Administrative Procedures Act, 1969 PA 306, as amended, challenging the permit. This permit shall not be construed as an indemnity by the State of Michigan for the benefit of the permittee or any other person.
- O. Noncompliance with these terms and conditions and/or the initiation of other regulated activities not specifically authorized shall be cause for the modification, suspension, or revocation of this permit, in whole or in part. Further, EGLE may initiate criminal and/or civil proceedings as may be deemed necessary to correct project deficiencies, protect natural resource values, and secure compliance with statutes.
- P. If any change or deviation from the permitted activity becomes necessary, the permittee shall request, in writing, a revision of the permitted activity from EGLE. Such revision request shall include complete documentation supporting the modification and revised plans detailing the proposed modification. Proposed modifications must be approved, in writing, by EGLE prior to being implemented.
- Q. This permit may be transferred to another person upon written approval of EGLE. The permittee must submit a written request to EGLE to transfer the permit to the new owner. The new owner must also submit a written request to EGLE to accept transfer. The new owner must agree, in writing, to accept all conditions of the permit. A single letter signed by both parties that includes all the above information may be provided to EGLE. EGLE will review the request and, if approved, will provide written notification to the new owner.

- R. Prior to initiating permitted construction, the permittee is required to provide a copy of the permit to the contractor(s) for review. The property owner, contractor(s), and any agent involved in exercising the permit are held responsible to ensure that the project is constructed in accordance with all drawings and specifications. The contractor is required to provide a copy of the permit to all subcontractors doing work authorized by the permit.
- S. Construction must be undertaken and completed during the dry period of the wetland. If the area does not dry out, construction shall be done on equipment mats to prevent compaction of the soil.
- T. Authority granted by this permit does not waive permit requirements under Part 91, Soil Erosion and Sedimentation Control, of the NREPA, or the need to acquire applicable permits from the County Enforcing Agent (CEA).
- U. Authority granted by this permit does not waive permit requirements under the authority of Part 305, Natural Rivers, of the NREPA. A Natural Rivers Zoning Permit may be required for construction, land alteration, streambank stabilization, or vegetation removal along or near a natural river.
- V. The permittee is cautioned that grade changes resulting in increased runoff onto adjacent property is subject to civil damage litigation.
- W. Unless specifically stated in this permit, construction pads, haul roads, temporary structures, or other structural appurtenances to be placed in a wetland or on bottomland of the water body are not authorized and shall not be constructed unless authorized by a separate permit or permit revision granted in accordance with the applicable law.
- X. For projects with potential impacts to fish spawning or migration, no work shall occur within fish spawning or migration timelines (i.e., windows) unless otherwise approved in writing by the Michigan Department of Natural Resources, Fisheries Division.
- Y. Work to be done under authority of this permit is further subject to the following special instructions and specifications:
1. Authority granted by this permit does not waive permit or program requirements under Part 91 of the NREPA or the need to acquire applicable permits from the CEA. To locate the Soil Erosion Program Administrator for your county, visit www.mi.gov/eglestormwater and select "Soil Erosion and Sedimentation Control Program" under "Related Links."
 2. The authority to conduct the activity as authorized by this permit is granted solely under the provisions of the governing act as identified above. This permit does not convey, provide, or otherwise imply approval of any other governing act, ordinance, or regulation, nor does it waive the permittee's obligation to acquire any local, county, state, or federal approval or authorization necessary to conduct the activity.
 3. No fill, excess soil, or other material shall be placed in any wetland, floodplain, or surface water area not specifically authorized by this permit, its plans, and specifications.
 4. This permit does not authorize or sanction work that has been completed in violation of applicable federal, state, or local statutes.
 5. The permit placard shall be kept posted at the work site in a prominent location at all times for the duration of the project or until permit expiration.
 6. This permit is being issued for the maximum time allowed and no extensions of this permit will be granted. Initiation of the construction work authorized by this permit indicates the permittee's acceptance of this condition. The permit, when signed by EGLE, will be for a five-year period beginning on the date of issuance. If the project is not completed by the expiration date, a new permit must be sought.

7. The design flood or 1% annual chance (100-year) floodplain elevation at this location on Red Cedar River is 843.1 feet N.A.V. Datum of 1988.
8. This permit does not authorize any future basement construction within the filled portion of the 1% annual chance (100-year) floodplain, or below the 1% annual chance (100-year) floodplain elevation. The applicant must obtain a separate permit to construct any future lateral additions/foundations within the filled portion of the floodplain.
9. Any other filling, grading, or construction within the 100-year floodplain will require a separate EGLE permit before starting the work.
10. The permittee is cautioned that grade changes resulting in increased runoff onto adjacent property is subject to civil damage litigation.
11. Fill shall not be placed to prevent surface water drainage across the site. Site runoff shall be directed to public or natural drainage ways and not unnaturally discharged onto adjacent properties.



Issued By: _____

Donna Cervelli, P.E.
Lansing District Office
Water Resources Division

cc: Ms. Stacy Guthrie
Mr. Nyal Nunn, Engineering Department, Meridian Township
Meridian Township Clerk
Ingham County Drain Commissioner
Ingham County CEA

Part II

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

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

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

Part III

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

Yes No (Please check one)

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

Signature of Applicant

Date

Type/Print Name

Fee: _____

Received by/Date: _____



Meridian Township
5151 Marsh Road
Okemos, MI 48864

P 517.853.4000
F 517.853.4096

Township Board:

Ronald J. Styka
Township Supervisor

Deborah Guthrie
Township Clerk

Phil Deschaine
Township Treasurer

**Patricia Herring
Jackson**
Township Trustee

Dan Opsommer
Township Trustee

Kathy Ann Sundland
Township Trustee

Courtney Wisinski
Township Trustee

Frank L. Walsh
Township Manager

06/10/2021

Keith Chapman
Assistant Planner

Dear Mr. Chapman:

Subject: 4681 Nakoma – SUP #21041

Per the plan dated February 9, 2021, the applicant is proposing a filling 10 CY along the northeast corner of her house in order to remove the structure from the floodplain. Further, she proposes providing 10 CY of compensation from the floodplain on her property. Based on this, the proposed work will not negatively affect the floodplain, and thus meets with the approval of the Engineering Office.

If the plans change, please provide our office an updated copy for further review.

Sincerely,

Nyal Nunn, CFM
Senior Project Engineer/DPW
nunn@meridian.mi.us
W 517.853.4468 | F 517.853.4095
5151 Marsh Road | Okemos, MI 48864
meridian.mi.us



To: Planning Commission

From: Keith Chapman, Assistant Planner

Date: June 11, 2021

Re: Rezoning #21030 (New China of Michigan), rezone approximately 0.42 acre parcel located at 5114 Jo Don Drive from RC (Multiple Family-maximum 14 dwelling units per acre) to RCC (Multiple Family-maximum 34 dwelling units per acre).

The Planning Commission held a public hearing on April 12, 2021 and discussed Rezoning #21030 at its regular meeting on May 24, 2021. At the meeting the applicant provided a revised condition for the rezoning. A straw poll taken at the end of the discussion indicated the Planning Commission would be in support the proposed rezoning of the property from RC (Multiple Family-maximum 14 dwelling units per acre) to RCC (Multiple Family-maximum 34 dwelling units per acre) with the condition offered by the applicant.

Planning Commission Options

The Planning Commission may recommend approval or denial of the request, or it may recommend a different zoning designation than proposed by the applicant to the Township Board. A resolution to recommend approval of the request is provided.

- **Move to adopt the resolution to recommend approval of Rezoning #21030 to rezone an approximately 0.42 acre parcel located at 5114 Jo Don Drive from RC (Multiple Family-maximum 14 dwelling units per acre) to RCC (Multiple Family-maximum 34 dwelling units per acre)with a condition.**

Attachments

1. Resolution recommending approval

RESOLUTION TO RECOMMEND APPROVAL

**Rezoning #21030
5114 Jo Don Drive**

RESOLUTION

At a regular meeting of the Planning Commission of the Charter Township of Meridian, Ingham County, Michigan, held virtually using the Zoom web conferencing application on the 14th day of June, 2021, at 7:00 p.m., Local Time.

PRESENT: _____

ABSENT: _____

The following resolution was offered by _____ and supported by _____.

WHEREAS, New China of Michigan requested the rezoning of approximately 0.42 acre parcel located at 5114 Jo Don Drive from RC (Multiple Family-maximum 14 dwelling units per acre) to RCC (Multiple Family-maximum 34 dwelling units per acre);and

WHEREAS, the applicant voluntarily offered the following condition on the rezoning: Upon approval of the Rezoning by the Township Board, the applicant will come back in thirty (30) days of the approval and request Rezoning of the North half of the Parcel from RCC (Multiple Family) to RB (Single Family, High Density); and

WHEREAS, the Planning Commission held a public hearing at its regular meeting on April 12, 2021 and discussed at the May 10, 2021, May 24, 2021 and June 14, 2021 meetings and reviewed staff material forwarded under cover a memorandums dated April 9, 2021, May 7, 2021, May 21, 2021, and June 11, 2021 ; and

WHEREAS, the proposed rezoning to RCC and the condition voluntarily offered by the applicant ensure future development of the site will be consistent with Goal 1 of the 2017 Master Plan to preserve and strengthen residential neighborhoods; and

WHEREAS, public water and sanitary sewer serve the subject site.

NOW THEREFORE, BE IT RESOLVED THE PLANNING COMMISSION OF THE CHARTER TOWNSHIP OF MERIDIAN hereby recommends approval of Rezoning #21030 to rezone approximately 0.42 acre parcel located at 5114 Jo Don Drive from RC (Multiple Family-maximum 14 dwelling units per acre) to RCC (Multiple Family-maximum 34 dwelling units per acre) subject to the following condition voluntarily offered by the applicant:

1. Upon approval of the Rezoning by the Township Board, the applicant will come back in thirty (30) days of the approval and request Rezoning of the North half of the Parcel from RCC (Multiple Family) to RB (Single Family, High Density).

**Resolution to Recommend Approval
Rezoning #21030 (New China of Michigan)
Page 2**

ADOPTED: YEAS: _____

NAYS: _____

STATE OF MICHIGAN)

) ss

COUNTY OF INGHAM)

I, the undersigned, the duly qualified and acting Chair of the Planning Commission of the Township of Meridian, Ingham County, Michigan, DO HEREBY CERTIFY that the foregoing is a true and a complete copy of a resolution adopted at a regular meeting of the Planning Commission on the 14th day of June, 2021.

Scott Hendrickson
Planning Commission Chair



To: Planning Commission

From: Timothy Schmitt, AICP, Director of Community Development & Planning

Date: June 9, 2021

Re: **Rezoning #21050 (M & J Management LLC)** - 1999 East Saginaw Highway from C-2, Commercial, to I, Industrial

The request under review is to rezone approximately five acres of land at 1999 East Saginaw from C-2, Commercial, to I, Industrial. The Planning Commission held a public hearing for Rezoning #21050 at its May 24, 2021 regular meeting. No major concerns were raised during the discussion of the request and the Planning Commission's straw poll indicated unanimous support.

Planning Commission Options

The Planning Commission may recommend approval or denial of the request, or it may recommend a different zoning designation than proposed by the applicant to the Township Board. A resolution to recommend approval of the request is attached to this memo.

Staff would offer the following motion for the Planning Commission to consider during their review of the proposed rezoning request. Should the Planning Commission have additional reasons for supporting the recommendation, they can be added to the end of the motion.

Move to adopt the resolution to recommend approval of Rezoning #21050 to rezone approximately five acres of land at 1999 East Saginaw Highway from C-2, Commercial, to I, Industrial, for the following reasons:

- The proposed rezoning would be consistent with the Future Land Use map, which calls for Business/Technology uses on the site, aligning with the Industrial zoning classification.

Attachments

1. Resolution recommending approval

RESOLUTION TO RECOMMEND APPROVAL

**Zoning Amendment #21050
M&J Management, LLC**

RESOLUTION

At the regular meeting of the Planning Commission of the Charter Township of Meridian, Ingham County, Michigan, held virtually using the Zoom video conferencing application, in said Township on the 14th day of June, 2021 at 7:00 p.m., Local Time.

PRESENT: _____

ABSENT: _____

The following resolution was offered by _____ and supported by _____.

WHEREAS, M&J Management, LLC requested to rezone approximately five acres of land at 1999 East Saginaw Highway, located on the south side of Saginaw Highway, northeast of Towner Road, from C-2, Commercial, to I, Industrial; and

WHEREAS, the Planning Commission held a public hearing at its regular meeting on May 24, 2021 and discussed the staff materials forwarded under cover memorandum dated May 21, 2021; and

WHEREAS, the subject property is surrounded on three sides by Industrial zoning and is not adjacent to any residentially zoned property; and

WHEREAS, the proposed rezoning to I, Industrial, is consistent with the Master Plan for Meridian Township, which calls for Business/Technology uses on the site; and

WHEREAS, public water and sanitary sewer are available to serve the subject property; and

WHEREAS, the subject property meets or exceeds the minimum standards for lot area and lot width in the I, Industrial, zoning district.

NOW THEREFORE BE IT RESOLVED THE PLANNING COMMISSION OF THE CHARTER TOWNSHIP OF MERIDIAN hereby recommends approval of Rezoning #21050 to rezone approximately five acres of land at 1999 East Saginaw Highway, located on the south side of Saginaw Highway, northeast of Towner Road, from C-2, Commercial, to I, Industrial.

I, the undersigned, the duly qualified and acting Chair of the Planning Commission of the Charter Township of Meridian, Ingham County, Michigan, DO HEREBY CERTIFY that the foregoing is a true and complete copy of a resolution adopted at a regular meeting of the Planning Commission on the 14th day of June, 2021.

Scott Hendrickson
Planning Commission Chair



To: Planning Commission

From: Timothy R. Schmitt, AICP, Director Community Planning & Development

Date: June 7, 2021

Re: Zoning Amendment 21020 – Mixed Use Planning Unit Development Update

The Planning Commission has been working on a major overhaul of Section 86-440, Mixed Use Planned Unit Development (MUPUD), of the Zoning Ordinance since September of 2020. The ordinance has undergone a number of revisions and at the May 24th Planning Commission meeting, the Commission discussed a final change to include a definition of affordable housing. The MUPUD ordinance has an affordable housing amenity allowance in the newest draft, but no definition of affordable housing. It was agreed that, if possible, one should be added.

Defining affordable housing is a difficult task, as it varies widely from community to community. The Department of Housing and Urban Development defines affordable housing as:

“Affordable housing is generally defined as housing on which the occupant is paying no more than 30 percent of gross income for housing costs, including utilities.”

This is the broadest possible definition, not taking into account the local market, the type of housing, the funding program supporting the housing affordability, or any other factors. Many funding programs for affordable housing have a specific limit on the amount of money a homeowner can make, based on the Area Median Income (AMI). This varies based on location and number of family members in the household. To get some language regarding affordable housing in the proposed MUPUD ordinance, Staff would recommend the following definition, which is in the attached draft:

Housing in which a household making not more than 80% of the Area Median Income is paying not more than 30% of their gross income for housing costs, including utilities.

This addresses two of the main pieces of determining affordability: income and location. The 30% of gross income comes directly from the HUD definition for affordable housing. The 80% of AMI is from the definition of “low income” that HUD establishes for each Metropolitan Statistical Areas on an annual basis. Meridian Township falls into the Lansing/East Lansing MSA and for a family of four, 80% AMI is \$63,300 in income. This is a solid working definition that will be useful for potential affordable housing developers, as it is consistent with some funding programs and most housing non-profits that we would ask to help administer an affordable housing program are very familiar with these guidelines.

Planning Commission Options

The Planning Commission may recommend approval as written, may recommend approval of a revised ordinance, or recommend denial of the proposed zoning amendment. The attached resolution

MUPUD ordinance
Planning Commission (2/8/21)
Page 2

for approval has been drafted, based on the discussion at the May 24th meeting and the attached ordinance includes the affordable housing definition that was discussed earlier in this memo.

Attachment

1. Draft MUPUD ordinance dated June 7, 2021.
2. Map 3: Meridian Mall

G:\Community Planning & Development\Planning\ZONING AMENDMENTS (ZA)\2020\MUPUD 2020\MUPUD review Cover Memo (6-14-21 PC Mtg).docx

RESOLUTION TO RECOMMEND APPROVAL

**Zoning Amendment #21020
MUPUD Updates**

RESOLUTION

At the regular meeting of the Planning Commission of the Charter Township of Meridian, Ingham County, Michigan, held virtually using the Zoom web conferencing application, in said Township on the 14th day of June, 2021 at 7:00 p.m., Local Time.

PRESENT: _____

ABSENT: _____

The following resolution was offered by _____ and supported by _____.

WHEREAS, the Planning Commission, at its meeting on September 28, 2020, began a review process of the Mixed Use Planned Unit Development (MUPUD) Ordinance, appointed a subcommittee to review the ordinance, which recommend updates; and

WHEREAS, the proposed zoning amendment would overhaul the MUPUD ordinance, with major changes including: adding the Meridian Mall property as an area that is eligible for additional density, clarification of the review process, and updating of the amenity list used to qualify for waivers and bonuses; and

WHEREAS, the Planning Commission held a public hearing on the proposed zoning amendment at its regular meeting on May 24, 2021 and reviewed staff material forwarded under cover memorandums dated May 21, 2021 and June 7, 2021, along with extensive materials throughout the review of the ordinance by the subcommittee; and

WHEREAS, the proposed zoning amendment will provide for a more streamlined development process and additional public amenities for projects that do not meet the exact standards of the code, creating better quality developments.

NOW THEREFORE BE IT RESOLVED THE PLANNING COMMISSION OF THE CHARTER TOWNSHIP OF MERIDIAN hereby recommends approval of Zoning Amendment #21020, to update the Mixed Use Planned Unit Development ordinance standards. The recommendation is in accordance with the revised draft ordinance language dated June 7, 2021.

ADOPTED: YEAS: _____

NAYS: _____

Zoning Amendment #21020 - MUPUD Updates

June 7, 2021

Page 2

STATE OF MICHIGAN)

) ss

COUNTY OF INGHAM)

I, the undersigned, the duly qualified and acting Chair of the Planning Commission of the Charter Township of Meridian, Ingham County, Michigan, DO HEREBY CERTIFY that the foregoing is a true and complete copy of a resolution adopted at a regular meeting of the Planning Commission on the 14th day of June, 2021.

Scott Hendrickson
Planning Commission Chair

Chapter 86. Zoning

ARTICLE IV. District Regulations

DIVISION 4. Other Districts

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

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

The intent of this section is two-fold.

- (1) Meet Township goals through well planned, integrated, high quality mixed use in redevelopment projects: Enhance health and safety goals by requirements for walkability, pedestrian orientation and high quality, durable, building materials. Increase Township prosperity goals and citizen welfare by appreciated property values which will support necessary public services. Actualize our cultural heritage through citizen pride in creative, new places to walk to, shop at and work in that retain a flavor of Meridian Township's rich history. Enhance diversity goals with new types of residential uses in close-knit community design. Improve our natural environment goal by mixed use redevelopment with incentives for more intensely landscaped buffers and open spaces designed to complement Township parks and green space plans.
- (2) Improve the potential for financially attractive and high quality mixed use projects in the Township while meeting Township goals of a safe, healthy and sustainable community.
 - a. Enhance incentives for investment by the ability to mix residential with **nonresidential** commercial and office uses within the same development.
 - b. Allow flexibility in setback and parking requirements.
 - c. Encourage redevelopment by allowing increases in density in exchange for providing specified community amenities.
 - d. Achieve attractive and commercially successful core areas through cooperative development projects with one or more land owners.
 - e. Encourage mitigation to lessen potential hazards associated with the location of a mixed use PUD such as when adjacent to a railroad.

(b) Definitions.

AMENITY

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

Extraordinary project feature that provides usable benefit to both the occupants of the development and general public and reflects scale of facility, building, or place.

AFFORDABLE HOUSING

Housing in which a household making not more than 80% of the Area Median Income is paying not more than 30% of their gross income for housing costs, including utilities.

AWNING

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

BALCONY

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

CLOSE-KNIT COMMUNITY

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

HORTICULTURAL MAINTENANCE PLAN

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

IMPROVEMENT

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

MONUMENT SIGN

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

ORNAMENTAL

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

PEDESTRIAN ORIENTED DEVELOPMENT

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

REDEVELOPMENT

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

SIGN PROGRAM

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

SUBSTANTIAL IMPROVEMENT

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

WAIVER

Permission to depart from the requirements or standards of the underlying zoning district **in return for the provision of amenities.**

(c) Permitted locations and uses.

(1) Locations.

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

(2) Uses.

- a. All uses permitted by right and by special use permit in the underlying zoning district or districts where a project includes more than one zoning district, provided that the purpose and intent of this section is incorporated within the total development plan.
- b. ~~Limited commercial~~ **Nonresidential** uses in an underlying PO zoning district.
 1. **All uses allowed in the C-1 (Commercial) and PO (Professional and Office) zoning district by right and by special use permit are permitted in a PO zoned mixed use PUD.** In addition to the uses permitted in the underlying PO zoning district, ~~only the following neighborhood-oriented commercial uses are allowed:~~
 - i. ~~Personal service establishments which perform services on the premises such as, but not limited to, barber or beauty shops, repair shops (jewelry, electronic, shoe, small appliances, etc.), pharmacies, tailor shops, laundries and dry cleaners, with the exception of dry cleaning plants.~~
 - ii. ~~Restaurants and cafes which serve food or beverages. This use shall not include bars and taverns.~~
 - iii. ~~Grocery stores.~~
 - iv. ~~Financial institutions.~~
 - v. ~~Retail merchandise establishments.~~
 - vi. ~~Outdoor seating areas for cafes and restaurants.~~
 2. ~~Commercial development shall not be located in any PO zoned mixed use PUD without approval by the Township Board of the location and general amount of commercial uses shown in the form of a site plan at the time of approval of the mixed use PUD. The request will be evaluated for consistency with the intent of the mixed use PUD ordinance and whether it is harmonious with adjacent sites. The Township Board may approve, approve with conditions, or deny a request in regards to the location and amount of any allowed commercial development in a PO zoned mixed use PUD.~~

- 2.3. If ~~the~~ Township Board approves the location and/or amount of commercial uses in a PO-zoned mixed use PUD, it may place conditions on the development in order to guarantee consistency with the purpose and intent of the mixed use PUD ordinance, which includes, but is not limited to, providing walkable, pedestrian-friendly communities and ensuring compatibility with surrounding residential neighborhoods on adjacent sites. Conditions may include, but are not limited to, the following subjects:
- i. Hours of operation.
 - ii. Total square footage allotted for the **nonresidential commercial** uses.
 - iii. Location, design, and orientation of specific **nonresidential commercial** uses which may locate within the development and their placement in relationship to neighboring uses.
 - iv. Proportion of the development which may be occupied by individual **nonresidential commercial** uses or by all **nonresidential commercial** uses.
 - v. Maximum noise levels emitted.
 - vi. Lighting levels, direction, and timing.
 - vii. Sufficiency of parking.
 - viii. Enhancement of walkability within the development and connectivity to surrounding uses.
 - ix. Landscaping and screening.
- c. Single- and multiple-family residential uses up to a density of 14 dwelling units per acre when developed in conjunction with the redevelopment of an existing building(s) for a use permitted by right or by special use permit in the underlying zoning district and on the same parcel of land. The density may be increased to 18 dwelling units per acre by offering four ~~or more~~ additional ~~unique and extraordinary~~ amenities acceptable to the Township.
- d. Single- and multiple-family residential uses up to a density of 10 dwelling units per acre when developed in conjunction with the development of an undeveloped site for a use permitted by right or by

special use permit in the underlying district and on the same parcel of land.

- e. For mixed-use PUDs within the Okemos Downtown shown on Map 1, ~~and~~ the Haslett Downtown shown on Map 2, **and the Meridian Mall property shown on Map 3**, the Township Board may in its sole discretion approve a higher density per acre of residential dwelling units and an increase in the height of a building based upon the proposed mixed-use PUD complying with the following performance criteria:
1. Architectural design and placement of building(s) on the parcel(s) will be consistent with the architectural standards set forth in the Master Plan, of current adoption, and are to include sustainability and environmental considerations, including, but not limited to, energy usage from renewable energy resources. Achieving Energy Star or LEED Silver standards or better is highly valued.
 2. The building height is no more than four stories above the finished grade. A fifth story may be allowed where there is a minimum of a ten-foot setback for such fifth story from the predominant first-floor facade elevation. Overall height from the finished grade to the top of the wall does not exceed 60 feet. Floor-to-ceiling height is at a minimum of 14 feet for first floor **nonresidential** ~~commercial~~ or office uses, and a minimum of nine feet for all residential and any upper floors, regardless of use.
 3. A parking plan that provides a unified design for any parking structures with the main building through the use of similar building materials, color, and architectural style.
 4. An innovative design including a number of different dwelling unit types, sizes, and floor plans are available within the mixed-use PUD.
 5. The mixed-use PUD provides common areas and/or amenities for residents and the general public, including, but not limited to, gathering spaces, gardens, courtyards, pavilions, pocket parks, swimming pools, exercise rooms, storage rooms, lockers, and covered parking.
 6. The mixed-use PUD promotes nonmotorized and shared (public) transportation by providing convenient access to the public pedestrian/bicycle pathway system and public transportation systems as outlined in the Master Plan.

7. The mixed-use PUD provides opportunities for shared parking, accessways, and driveways with adjoining properties or provides additional parking spaces that may be used by the public.
 8. The mixed-use PUD generally provides **nonresidential commercial** and other nonresidential uses on the ground floor(s), and the development demonstrates a financially viable plan for sustainable **nonresidential commercial** and/or office space usage.
 9. The mixed-use PUD demonstrates how proposed higher density will not negatively impact the character, aesthetics, safety, or welfare of surrounding businesses and neighborhoods.
 10. The mixed-use PUD considers any potential for increased traffic and provides solutions to address the traffic increases.
 11. The mixed-use PUD makes efforts to preserve and use existing structures or provides explanations to justify why such preservation and use is not possible.
- f. Uses may be mixed vertically and/or horizontally.
- g. The mixed use PUD approval shall serve as the special use permit review and approval for any use or other activity requiring special use permit approval in the underlying zoning district, provided the use or other activity requiring special use permit approval is identified before the Township Board approves the mixed use PUD. Any use subject to special use permit review proposed after a mixed use PUD approval must be processed pursuant to the special use permit requirements set forth in Chapter 86, Article II, Division 4 of the Code of Ordinances.**
- 1. The mixed use PUD approval shall serve as the special use permit for any project subject to § 86-658 of the Code of Ordinances; a separate special use permit shall not be required.**
 - 2. A mixed use PUD application to redevelop an existing use previously approved by special use permit shall act as the request to amend the existing special use permit.**

(d) Phasing. Mixed use planned unit developments may be phased provided each phase incorporates a use permitted in the underlying zoning district **and includes one or more amenities**. Phasing plans shall be evaluated for the proportionality of permitted use(s) to residential use(s). Phasing plans shall be submitted with the original mixed use PUD.

(e) Amenities.

(1) Requirements and guidelines.

- a. Every mixed use PUD shall incorporate **at least** one or more amenities.
- b. Every request for a density bonus shall incorporate **four** ~~one or more~~ amenities in addition to those required by subsection (e)(1)a.
- c. Waivers from zoning ordinance standards may be granted by the Township Board in exchange for amenities. **For every one waiver requested at least one amenity must be provided.**
- d. Amenities shall not be combined or counted more than once or counted toward any other requirement of the ordinance.
- e. ~~When multiple amenities are proposed, multiple criteria categories should be represented.~~
- f. Amenities shall be visible and/or accessible to the public from a fully improved street, and/or a benefit to the general public.
- g. One or more amenities must be provided in each project phase, if a phased development is proposed.**

(2) Criteria. Amenities acceptable for consideration by the Township shall meet one or more of the following criteria:

- a. Type, value, and number of amenities shall be proportionate to the size and/or cost of the project **and the number of waivers requested.**
- b. ~~Variety of amenity categories represented.~~
- c. Support of goals expressed in this section, ~~the Township Board policy manual,~~ the master plan, or other applicable adopted plans.
- d. Consistency and compatibility with the intended use of the site.
- e. Continuity of design elements.

- f. Appropriate and harmonious with the surrounding area.
 - g. Potential to act as a catalyst for improvements to surrounding sites.
- (3) ~~Categories listing e~~ Examples of possible amenities. **The following list of amenities is weighted to recognize more substantial project features may fulfill the requirement for multiple amenities. Other amenities not listed below may be considered provided they meet the criteria established in Section 86-440(e)(4).**
- a. **Project features counting as three (3) amenities.**
 - 1. **Activities or technologies listed for Leadership in Energy and Environmental Design (LEED) certification by the U.S. Green Building Council or certification criteria of organizations with similar goals; for example, American Society of Landscape Architects' (ASLA) Sustainable Sites Initiative (SITES) or Society of Environmentally Responsible Facilities (SERF).**
 - 2. **Multilevel parking decks or underground parking.**
 - 3. **A minimum of 20 percent of the total units within the development identified as affordable units.**
 - 4. **Project includes at least 25 percent of the total gross floor area of the building(s) identified for non-residential uses such as retail stores, restaurants, offices, or similar land uses.**
 - 5. **Vertical mixing of land uses for the entire project.**
 - 6. **Project includes unique, high-quality architecture and 75 percent of all facades are covered with natural materials such as brick or stone.**
 - 7. **Dedicated outdoor gathering space in the form of a central green, plaza, or square which is to function as a focal point for the non-residential portion of the mixed use PUD and serve as an area where social, civic or passive activities can take place. This area shall be at least 20% of the building footprint or 5,000 contiguous square feet (whichever is greater) and designed to serve as a visual and functional civic amenity for sitting, viewing, dining, or other similar outdoor activity.**

- b. Project features counting as two (2) amenities.**
 - 1. Any alternative energy system producing at least 50 percent of the energy consumed by the development.**
 - 2. Grey water recycling.**
 - 3. Green roof.**
 - 4. New enhanced public transit stops, when located on or adjacent to property proposed for mixed use PUD. New stop for location not currently served by public transit system, in coordination and with approval from local transit provider. The public transit stop shall include seating, shelter, and other elements approved by a local transit provided.**
 - 5. Public art at 1% of the project cost designed to withstand natural elements and reasonable public contact for at least 10 years.**
 - 6. Interior individual bicycle lockers or a locker banks.**
 - 7. Shared parking where it can be determined that the peak requirements of the several occupancies occur at different times (daily, weekly or seasonally).**
 - 8. Installation of waterless urinals or other low-flow plumbing fixtures throughout project.**
 - 9. A mix of dwelling unit types (such as one, two, or three bedroom units) with no more than 50 percent of one type of dwelling unit provided in the development.**
 - 10. Public outdoor seating plazas adjacent to or visible and accessible from the street including, but not limited to, benches or other outdoor seating not associated with an outdoor cafe.**

- c. Project features counting as one (1) amenity. Only one amenity from this section shall be counted toward the total number of required amenities for a mixed use PUD.**
 - 1. Electric car charging stations. A minimum of five charging stations shall count as one amenity.**
 - 2. Green space exceeding the underlying permeable surface regulation.**

3. **Covered bicycle storage on site.**
4. **Combination of first floor awnings and upper floor balconies adjacent to a public street.**
5. **Street trees installed at a 50% higher density and one inch caliper larger than required by the Code of Ordinances.**
6. **Public recreation resources for active recreation or informal spontaneous recreation such as ball fields, tennis courts, swimming pools, pickle ball courts, or other similar activities. Resources shall be open and accessible to the general public.**
7. **Wireless access points available to the general public.**
8. **Bicycle repair station.**
9. **Sidewalk planters.**
10. **Dedicated parking for e-scooters or other alternative mobility options.**
11. **Decorative streetlights.**
12. **Privately maintained courtyards, plazas, pocket parks, and rooftop gardens and similar features with seating for the public.**
13. **Enhancement of existing public transit stop, when located on or adjacent to property proposed for mixed use PUD. The enhancements shall include the provision of seating, shelter, and other elements approved by a local transit provider.**

a. ~~Conservation:~~

1. ~~Any alternative energy system.~~
2. ~~Grey water recycling.~~
3. ~~Green roofs.~~
4. ~~Electric car charging stations.~~
5. ~~Activities or technologies listed for Leadership in Energy and Environmental Design (LEED) certification by the U.S. Green~~

~~Building Council or certification criteria of organizations with similar goals; for example, American Society of Landscape Architects' (ASLA) Sustainable Sites Initiative (SITES) or Society of Environmentally Responsible Facilities (SERF).~~

~~b. Environment:~~

- ~~1. Significantly increased pervious surfaces.~~
- ~~2. Rehabilitation of degraded sites.~~
- ~~3. Green space exceeding the underlying permeable surface regulation.~~
- ~~4. Rehabilitation of green space designated as links on the greenspace plan.~~
- ~~5. Street trees installed at a 20% higher density or one inch caliper larger than required by the Code of Ordinances.~~

~~c. Accessibility:~~

- ~~1. Transit stops. The addition or relocation of one or more transit stops when supported by a local transit provider.~~
- ~~2. Foot and bicycle pathways and sidewalks that connect with the Township's pedestrian/bicycle pathway system and routes identified in the Township's green space plan via a public right-of-way or public access easement.~~
- ~~3. Covered bicycle storage on site.~~

~~d. Parks, recreation and culture for active and passive activities:~~

- ~~1. Public recreation resources.~~
- ~~2. Public cultural venues.~~
- ~~3. Public art at 1% of the project cost designed to withstand natural elements and reasonable public contact for at least 10 years.~~

~~e. Social interaction:~~

- ~~1. Outdoor gathering spaces or outdoor eating spaces of 300 square feet or more.~~
- ~~2. Public outdoor seating plazas adjacent to or visible and accessible from the street including, but not limited to,~~

~~benches or other outdoor seating not associated with an outdoor cafe.~~

~~3. Privately maintained courtyards, plazas, pocket parks, and rooftop gardens and similar features with seating for the public.~~

~~d. Site and building design:~~

~~1. Underground utilities.~~

~~2. Combination of first floor awnings and upper floor balconies adjacent to a public street.~~

~~3. Porches on any structure.~~

~~4. Multilevel or underground parking.~~

~~5. Ornamental paving treatments for sidewalks and/or parking areas such as, but not limited to, concrete masonry unit pavers, brick, stone or pervious concrete or asphalt.~~

~~6. Innovative lighting.~~

~~7. Sidewalk planters located in the vicinity of sidewalks and/or outdoor seating areas.~~

~~8. Public access to new technology including wireless access points, electronic information displays, excluding unsolicited electronic broadcast information.~~

~~9. Consolidation of multiple land parcels into one to facilitate an integrated design.~~

~~10. Fountain.~~

(f) Design standards.

(1) General restrictions.

a. Except as noted elsewhere in this section, the yard, setback, lot size, type and size of dwelling unit, frontage requirements, and impervious surface regulations and restrictions are generally waived for the mixed use PUD, provided that the spirit and intent of this section, as defined in Subsection 86-440(a) above, are incorporated with the total development plan. The Planning Commission may recommend and the Township Board shall establish all requirements by means of the approval of the planned unit development.

- b. Maximum height in a mixed use PUD shall be no higher than 45 feet, **except for those mixed-use PUDs within Okemos Downtown as shown on Map 1, the Haslett Downtown shown on Map 2, and the Meridian Mall property shown on Map 3.** Exceptions provided in Section 86-591 shall apply.
- c. Except as stated above, all requirements regarding floodways, floodplains and wetlands in the conservancy district shall apply to the mixed use PUD.
- d. Metal and portable buildings shall be prohibited.
- e. Residential uses shall be located as far as possible from railroad tracks.

(2) Structure.

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

building design and style, subject to the approval of the Director of Community Planning and Development.

- (3) Parking.
 - a. Setbacks for parking areas from the public street, adjoining properties, and when adjacent to residentially zoned properties shall be established during the review process. Consideration should be given to preservation of existing residential neighborhoods and heritage trees.
 - b. The number of required off-street parking spaces shall comply with § 86-755 of the Code of Ordinances, which outlines the schedule of requirements for parking spaces. The Township Board may reduce the number of off-street parking spaces required for a development. The Township Board shall establish a reasonable number of required off-street parking spaces based on the characteristics associated with the property and availability of other sources of parking or the provision of amenities in lieu of parking.
 - c. Parking lots **shall only be permitted in** ~~are encouraged to be on the a side or in the rear~~ **yard of a building. In no case shall a parking lot extend beyond the front façade of a building.**
 - d. Bicycle parking shall be separated from automobile parking ~~in visible locations~~ **and meet the provisions of Section 86-760.**
- (4) Landscaping shall generally comply with the provisions of the Code of Ordinances. Landscaping **shall** ~~should~~ be designed to preserve existing significant natural features and to buffer service areas, parking, or dumpsters; a mix of evergreen and deciduous plants and trees are preferred with seasonal accent plantings to add to the visual appeal of the area. Native plant species are encouraged and a horticultural maintenance plan shall be required. Landscaping shall also comply with other applicable provisions of this section. Maintenance of landscaped areas shall be subject to Subsection 86-758(3) of the Code of Ordinances. Additional landscaping may be required in order to preserve and/or protect adjacent properties.
- (5) Lighting. All outdoor lighting associated with nonresidential and multiple family residential projects in a mixed use overlay area shall conform to Article VII in Chapter 38 of the Code of Ordinances and is subject to the approval of the Director of Community Planning and Development. Street lighting intended to provide illumination for pedestrians on the sidewalk shall not exceed 15 feet in height.
- (6) Signs. Each applicant shall submit a sign program illustrating each proposed sign type, its size and location as part of the project's application materials. The size, number, and location of signs shall be submitted at the same time as

the mixed use PUD project. The Director of Community Planning and Development may be authorized to approve the entire sign program, or any part of the sign program, as part of the site plan review process.

- a. General guidelines.
 1. Signs **shall be** designed to enhance the pedestrian experience, reflect and complement the character of the building, and respect the overall character of the area in an attractive and functional manner ~~are preferred~~.
 2. Signs shall not cover or obscure architectural features of buildings ~~but should be located in logical signable which relate to the pattern of the facade~~.
 3. Signs shall be properly maintained.
 4. Signs or sign faces shall not be changed or installed without a new building permit and in accordance with an approved sign program.
- b. The following sign types are permitted in the mixed use PUD district. Except as indicated below, the number and size of signs shall be approved as part of the project's application for the mixed use PUD approval.
 1. Wall signs, defined as a sign mounted flat against, or painted on the wall of a building (not a window sign) with the exposed face of the sign in the plane parallel to the face of the wall.
 - i. Only one primary wall sign for each business with direct access to a public street shall be permitted.
 - ii. Identification signs are a type of wall sign that fit within an imaginary two square foot rectangle. One identification sign shall be permitted for the business name and/or logo and shall be located on the wall surface adjacent to a tenant's main entry. Restaurants may add an additional two square feet to the rectangle for a menu.
 - iii. Tenant directory signs are a type of wall sign used to identify businesses without direct frontage on a public street. The sign shall be located adjacent to the main entrance to the nonfrontage suites and shall not exceed six feet in height.

2. Canopy or awning signs, defined as a sign incorporated into a canopy or awning. The sign and/or logo on a canopy or awning shall not exceed 30% of the canopy nor shall it be internally lit.
 3. Projecting signs, defined as a sign attached to and projecting perpendicularly from a building wall, excluding canopy or awning signs. One projecting sign per business with direct access to a public street shall be permitted. Projecting signs shall fit within an imaginary six square foot rectangle except projecting signs located under a canopy or first floor eaves or overhang shall fit within an imaginary rectangle with a maximum area of four square feet. The lowest edge of a projecting sign shall be no lower than eight feet above the sidewalk elevation.
 4. Window signs, defined as a sign affixed to the interior or exterior of a window or placed behind a window pane so as to attract attention of persons outside the building. Window signs shall not exceed 40% of the window area, except opaque signs shall be limited to 10% of the window area. Etched glass and similar artistic designs shall not be considered opaque.
 5. Freestanding signs, defined as any sign supported wholly or in part by some structure other than the building housing the business to which the sign pertains, are generally not permitted in the mixed use PUD district. Exceptions for freestanding signs of the monument type may be permitted when a building is set back a minimum of 15 feet from the right-of-way line with the resulting yard set aside for permanent public open space. In such case, the size, location and design of the sign shall be reviewed and approved as part of the overall sign program.
- (7) Sidewalks. Sidewalks shall be a minimum of five feet in width, except in two specific scenarios:
- a. When the sidewalk(s) is immediately adjacent to an outdoor seating cafe, the sidewalk shall be a minimum of seven feet in width to provide additional maneuverability, and
 - b. When the sidewalk(s) is immediately adjacent to an off-street parking area, where vehicles may overhang on the sidewalk, the sidewalk shall

be a minimum of seven feet in width to provide additional maneuverability.

(8) Pedestrian/bicycle pathways. Where a site submitted for mixed use PUD approval is located on a route of the Township's pedestrian/bicycle pathway master plan, construction or reconstruction of the route shall conform to Township standards for pedestrian/bicycle pathways.

~~(9) Noise levels. No noise exceeding 70 dB(A) shall be emitted, as measured from a property line.~~

(g) Procedure.

(1) **Pre-application meeting:** Each applicant shall confer with the **Director** ~~Department~~ of Community Planning and Development regarding the preparation of the mixed use PUD application **prior to submittal**. ~~The general proposal in the form of a conceptualized site plan shall be reviewed by the Director of Community Planning and Development in a preapplication conference prior to submission of the mixed use PUD application. The Director of Community Planning and Development shall furnish the applicant with requirements to the components of the mixed use PUD application.~~ It is not required that any person requesting a preapplication meeting ~~conference~~ be an owner of or holder of an equitable interest in the subject property.

(2) An applicant is urged to meet with owners and occupants of surrounding properties to apprise them of a proposed development, share the physical design, receive comments, and revise the proposal accordingly prior to submitting an official application. The Township will assist by providing property owner and occupant contact information **and attend meetings as deemed necessary**.

(3) Concept plan (optional). A property owner, prospective applicant or their representative may submit a concept plan for review and comment by the Planning Commission and **/or** Township Board.

a. Purpose.

1. To acquaint the Planning Commission and **/or** Township Board with the proposed project.

2. To provide guidance regarding the proposed design's compatibility with the purpose, intent and standards of the mixed use PUD ordinance.

3. To reduce the applicant's time and cost.

b. Submittal requirements.

1. A written request to initiate a concept plan review submitted to the Director of Community Planning and Development.
 2. A written summary of the project (amount and type of uses, basis for the design concept).
 3. A concept plan drawn to scale containing the following information:
 - i. Boundaries and acreage of the site.
 - ii. Zoning.
 - iii. Adjacent road network.
 - iv. General layout of buildings, interior access roads and unique design elements.
 - v. General location of known features affecting the site layout such as, but not limited to, floodplain, wetlands, woodlands, railroads, drains, rivers or rivers and streams, parkland, etc.
 - 4. A list of the amenities proposed for the project, along with descriptions and locations of each.**
 - c. Review procedure.
 1. Upon receipt of a written request and other required data and information, the Director of Community Planning and Development shall review the concept plan.
 2. Within 30 days of the date of receiving a complete request the ~~d~~Director shall forward to the Planning Commission and/or Township Board the concept plan and accompanying data along with any written comments from the ~~d~~Director. The Planning Commission and/or Township Board shall ~~concurrently~~ review the concept plan and may offer comments or suggestions on the design. Comments or suggestions made during the review of the concept plan shall not be binding on the Township or the applicant.
- (4) Required data and information for a mixed use PUD.
- a. A complete application accompanied by the appropriate fee.

- b. A **site plan** map drawn to an engineer's scale of the total property involved, showing its location in the Township and its relation to adjacent property.
- ~~c. A site analysis indicating principal factors which influenced the design, including building elevations and/or architectural documents and plans.~~
- d. A schematic layout of the proposed storm sewer system.
- e. A document generally describing the proposed phasing program for the mixed use PUD, **including** of all dwelling units, ~~non~~**residential** units, recreation and other facilities, and open space improvements.
- f. A reproducible two-foot contour topographic map (~~i.e., sepi, mylar, etc.~~) drawn at the same scale as the site plan and showing the existing relief features on the site.
- g. A sign program.
- h. Natural features study for previously undeveloped properties. **The natural features study shall include a written description of the features to be retained, removed, or modified, and proposed measures to mitigate any negative impacts on the site and adjacent properties. Natural features to be addressed include, but are not limited to, wetlands, significant stands of trees or individual trees greater than 12 inches dbh, floodways, floodplains, water features, identified groundwater vulnerable areas, slopes greater than 20%, ravines, and wildlife habitats, vegetative cover types with potential to sustain significant, or endangered wildlife.**
- i. Traffic study where the project will exceed ~~100~~ **50** vehicle trips during the peak hour of the adjacent roadway.
- j. Building elevations drawn to scale (in color).
- k. The developer shall provide the Township with copies of comments from other reviewing agencies, such as:
 - 1. The Ingham County Road **Department** ~~Commission~~.
 - 2. The Ingham County Drain Commissioner.
 - 3. Michigan Department of Transportation (if applicable).

4. Michigan Department of **Environment, Great Lakes, and Energy** Environmental Quality (if applicable).
 5. ~~Township Environmental Commission (if applicable).~~
 6. Township Engineering Department.
 7. Township Fire Department.
 8. ~~The appropriate School Board (if applicable).~~
- l. The developer shall provide proof of property ownership, or a letter from the owner authorizing the request and proof of property ownership from the author of the letter.
 - m. A list of the amenities proposed for the project, along with descriptions and locations of each.**
 - n. A list of the waivers requested for the project, along with descriptions, dimensions, and locations of each, as well as justification or reasons why each waiver is being requested.**
- (5) Hearing. Upon submittal of a complete application, the Planning Commission shall hold a public hearing.
- a. Notice of public hearing. Notices shall comply with the provisions outlined in Subsection 86-65(b) of the Code of Ordinances.
- (6) Planning Commission decision. Following the public hearing, the Planning Commission will make a decision on whether to recommend approval of the request, recommend approval with conditions of the request, or recommend denial of the request, to the Township Board. The Planning Commission shall recommend approval, modification, or denial, to the Township Board, within ~~60~~**30** days of the date the planned unit development was placed on the commission's agenda ~~and shall within said 60 days, report its action to the Township Board.~~ The **30** ~~sixty~~-day period may be extended if the applicant consents.
- (7) Township Board decision. After receiving a recommendation from the Planning Commission, the Township Board shall conduct a public hearing which shall be preceded by notice as specified in the preceding subsection (e)(3). Following the public hearing, the Township Board shall make a determination to approve, modify, or deny the request. The Township Board shall approve, modify or deny the planned unit development within 30 days of the date the planned unit development was placed on the board's agenda. The **30** ~~thirty~~-day period may be extended if the applicant consents.

- (8) Site plan review. Upon approval by the Township Board of the mixed use PUD, the developer shall submit a complete application to the Department of Community Planning and Development for site plan review, as outlined in the Code of Ordinances. The site plan review process shall be subject to the standards outlined in Chapter 86 of the Code of Ordinances.
 - (9) Any condition imposed upon a mixed use PUD shall be part of the record and remain unchanged, unaltered, and not expanded upon, except with the mutual consent of the Township and the landowner. The Township shall maintain a record of conditions which are changed.
- (h) Effect of issuance.
- (1) Effective date. The effective date of an approved mixed use PUD shall be the date of the Township Board decision.
 - (2) When a mixed use PUD becomes void. If construction related to the mixed use PUD has not commenced within ~~four~~ **two** years after the effective date, approval shall be void, except one ~~two~~ **one**-year extension may be considered if a written request is submitted to the Department of Community Planning and Development prior to the expiration date.
 - (3) Extension of a phased mixed use PUD. Once the first phase of a multi-phased mixed use PUD is under construction, the Township Board may grant a ~~two~~ **one**-year extension for future phases if a written request is submitted to the Department of Community Planning and Development prior to the current expiration date. Provided construction progresses on subsequent phases, the Township Board may grant additional ~~two~~ **one**-year extensions if a written request is submitted to the Department of Community Planning and Development prior to the most recent expiration date.
- (i) Amendments.
- (1) Generally. The property owner may apply for an amendment in writing to the Director of Community Planning and Development. The director shall make a determination as to whether a proposed amendment constitutes a major or minor amendment to the original planned unit development.
 - (2) Major amendments. A major amendment shall have a significant impact on the mixed use PUD and the conditions of its approval, which shall include, but not be limited to:
 - a. Building additions located outside a building envelope as shown on the approved mixed use PUD site plan.
 - b. Building additions that reduce any setback shown on the approved mixed use PUD site plan.

- c. ~~Building additions in excess of 2,000 square feet for buildings under 20,000 square feet in gross floor area or 10% of an existing building over 20,000 square feet in gross floor area.~~
 - d. Expansion of a use that results in an additional **25** ~~100~~ or more vehicle trip ends during the peak hours.
 - e. ~~Addition of land to the mixed use PUD equal to or more than 20,000 square feet for existing sites less than 40,000 square feet in area or two times the original site size for sites over 40,000 square feet.~~
 - f. Expansion of a use that ~~anticipates a 10% or greater increases~~ **in** required off-street parking.
 - g. Any addition to a legal nonconforming site.
 - h. Any addition of 50 or more residential dwelling units to the mixed use PUD.**
 - i. Any reduction in non-residential space in a building(s) by 25 percent of the usable floor area or greater.**
- (3) Minor amendments. All amendments not deemed to be major amendments by the Director of Community Planning and Development shall be considered a minor amendment.
- (4) Process to amend a mixed use PUD.
- a. Major amendments shall follow the same procedure set forth in this section for new applications, including, but not limited to, submitting an application and fee, **but review and a decision on the amendment shall be limited only to the Township Board.**
 - b. Minor amendments. The Director of Community Planning and Development shall initiate the following review process:
 - 1. Application. An application for an amendment to a mixed use PUD shall be submitted to the Director of Community Planning and Development.
 - 2. Fee. A fee shall be paid at the time of filing the application in the amount established in the schedule of fees adopted by the Township Board.
 - 3. Hearing. Upon submittal of a complete application, the Director of Community Planning and Development shall hold a public hearing.

- i. Notice of the public hearing. Notices shall comply with the provisions outlined in Subsection 86-65(b) of the Code of Ordinances.
 - ii. Director of Community Planning and Development decision. Following the public hearing and after adequate review and study of the application, the Director of Community Planning and Development shall make a decision to approve, approve with conditions or deny the minor amendment request within ~~6~~ 30 days of the public hearing date. The sixty-day period may be extended if the applicant consents.
4. Site plan review. Upon approval of a minor amendment by the Director of Community Planning and Development, the applicant shall submit a complete site plan review application to the Department of Community Planning and Development, as outlined in Chapter 86 of the Code of Ordinances.
5. Any condition imposed upon a minor amendment to a mixed use PUD by the Director of Community Planning and Development shall remain unchanged, unaltered, and not expanded upon, unless the change is reviewed and authorized by the Director of Community Planning and Development.
- c. Appeal. An aggrieved person may appeal the decision of the Director of Community Planning and Development to the Township Board in accordance with § 86-188.
- (j) Enforcement. The provisions of this article shall be enforced in the manner provided elsewhere in this Code of Ordinances. Any development that is not otherwise in conformance with these regulations shall not be approved.

Map 3. Map of Meridian Mall MUPUD

