



**AGENDA**  
CHARTER TOWNSHIP OF MERIDIAN  
PLANNING COMMISSION – REGULAR MEETING  
March 25, 2024 6:30 PM

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1. CALL MEETING TO ORDER
2. ROLL CALL
3. PUBLIC REMARKS
4. APPROVAL OF AGENDA
5. APPROVAL OF MINUTES
  - A. March 11, 2024
6. COMMUNICATIONS
  - A. None
7. PUBLIC HEARINGS
  - A. SUP #22-021 – Silverleaf Floodplain SUP Extension
8. UNFINISHED BUSINESS
  - A. None
9. OTHER BUSINESS
  - A. RN – Village of Nemoka Ordinance Update Discussion
  - B. Marijuana Update
  - C. Planning Commission Number Change Discussion
10. REPORTS AND ANNOUNCEMENTS
  - A. Township Board update.
  - B. Liaison reports.
11. PROJECT UPDATES
  - A. Project Report
12. PUBLIC REMARKS
13. COMMISSIONER COMMENTS
14. ADJOURNMENT

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Individuals with disabilities requiring auxiliary aids or services should contact: Director of Community Planning and Development  
Timothy R. Schmitt, 5151 Marsh Road, Okemos, MI 48864 or 517.853.4506 - Ten Day Notice is Required.  
Meeting Location: 5151 Marsh Road, Okemos, MI 48864



**TENTATIVE PLANNING COMMISSION AGENDA**  
**April 8, 2024**

1. PUBLIC HEARINGS
  - A. None
  
2. UNFINISHED BUSINESS
  - A. SUP #22-021 – Silverleaf Floodplain SUP Extension
  
3. OTHER BUSINESS
  - A. Okemos Village Discussion

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Timothy R. Schmitt, 5151 Marsh Road, Okemos, MI 48864 or 517.853.4506 - Ten Day Notice is Required.  
Meeting Location: 5151 Marsh Road, Okemos, MI 48864

Providing a safe and welcoming, sustainable, prime community.



CHARTER TOWNSHIP OF MERIDIAN  
REGULAR MEETING PLANNING COMMISSION **-DRAFT-**  
5151 Marsh Road, Okemos MI 48864-1198  
517.853.4000, Township Hall Room  
MONDAY, March 11, 2024, 6:30 pm

PRESENT: Chair Shrewsbury, Vice-Chair Snyder, Commissioners Blumer, Brooks, McCurtis, McConnell, and Scales

ABSENT: Vice-Chair Snyder

STAFF: Senior Planner Brian Shorkey

1. CALL MEETING TO ORDER  
Chair Shrewsbury called the March 11, 2024 regular meeting for the Meridian Township Planning Commission to order at 6:30pm.
2. ROLL CALL  
Chair Shrewsbury called the roll of the Board. All board members present except Vice-Chair Snyder.
3. PUBLIC REMARKS  
None.
4. APPROVAL OF AGENDA  
**Commissioner Blumer moved to approve the March 11, 2024 regular Planning Commission meeting agenda. Seconded by Commissioner Scales. Motion passed unanimously.**
5. APPROVAL OF MINUTES  
**Commissioner Brooks moved to approve the Minutes of the February 12, 2024 Planning Commission Regular Meeting as amended. Seconded by Commissioner McConnell. Motion passed unanimously as amended.**
6. COMMUNICATIONS
  - A. None
7. PUBLIC HEARINGS
  - A. None
8. UNFINISHED BUSINESS
  - A. None
9. OTHER BUSINESS
  - A. 2024 Workplan Discussion

Senior Planner Shorkey reviewed the issues brought up in the February 12 meeting. The Planning Department is working on off-street parking standards and maximum/minimum numbers. The landscape ordinance overlaps with the Environmental Commission and their input will be sought. The Planning Department will bring to the Planning Commission the

information they need regarding the items on the list brought up in the February 12<sup>th</sup> meeting. Asked Commissioners to prioritize or select a few items to start. Commissioner McConnell asked for clarity about parking. Senior Planner Shorkey responded that the department is researching what other communities are doing and what is emerging as best practices, and that there is some overlap with the landscape ordinance. Commissioner Scales asked for more information about ADA access, Senior Planner Shorkey responded that the department is currently not looking at ADA generally and addresses it per site plan. Commissioner Brooks commented that ADA would make sense to include into the parking and landscaping goals, and that together they meet the strategic objectives of the Commission. Chair Shrewsbury asked the Commissioners for thoughts about prioritization, indicated that ADA should be a consideration in all topics instead of a standalone. Senior Planner Shorkey recommended ordering them 2. Off-street parking, 3 ADA Access, 4 Landscape Ordinance, 5 Mall PICA study, 1 Missing middle housing. Chair Shrewsbury indicated her support for Shorkey’s suggestion. Shorkey indicated that PICA study would be a 5-6 page report to kick off deeper conversation.

**Commissioner Scales made a motion that we prioritize our five issues for our 2024 work plan beginning with off-street parking ordinance, ADA access is number two, landscape ordinance update is number three, mall PICA study is number four, and missing middle housing regulations as our fifth priority. Supported by Commissioner Brooks.**

**VOICE VOTE                    YEAS: Chair Shrewsbury, Commissioners Blumer, Brooks, McCurtis, McConnell, and Scales**

**NAYS: None**

**Motion carried: 6-0**

B. RN – Village of Nemoka District Discussion

Senior Planner Shorkey explained that the district language needs correction. The Planning Department analyzed the area and has presented 4 options to correct the district. Senior Planner Shorkey clarified current designations and clarified the processes that would need to occur to make the changes, including public hearings as necessary. Commissioner Scales suggested addressing it at this time based on the 1<sup>st</sup> option, then look at the 4<sup>th</sup> option in the future. Concurrence from other Commissioners. Senior Planner Shorkey will bring the text change back to the Commission to schedule a public hearing.

10. REPORTS AND ANNOUNCEMENTS

A. Township Board Update

Senior Planner Shorkey said that the Board rezoned 5681 Shaw from Professional Office to RN-Village of Nemoka. Board denied the SUP for the storage facility 1614 Grand River objecting to size and proximity to the residential development to the north.

B. Liaison Reports

Commissioner Brooks reported that the CIA meeting approved a work plan for the year. Commissioner McConnell reminded the Commission of the March 26, 6pm Board and Commissions meeting. Commissioner Blumer reports that the DDA is frustrated with developers who are moving slowly because funding depends on project timelines.

11. PROJECT UPDATES

A. Project Report

Senior Planner Shorkey directed the Commission to the report included in the packet. Commissioner Scales asked for detail regarding a report in the paper from a Congressional politician regarding funding for the development at Hamilton and Okemos Roads. Senior Planner Shorkey indicated that he was not aware of the article and asked that he receive a copy.

12. PUBLIC REMARKS

None

13. COMMISSIONER COMMENTS

Commissioner McCurtis asked if there were details about the vandalism at the Nokomis Center and stated that he denounces the actions and that we are a welcoming township and should not stand for such hateful acts.

14. ADJOURNMENT

Chair Shrewsbury called for a motion to close the meeting at 7:17 pm.

**Commissioner Scales moved to close the March 11, 2024 regular meeting of the Planning Commission. Seconded by Commissioner Blumer. Motion passed unanimously.**



**To:** Planning Commission

**From:** Brian Shorkey, Senior Planner

**Date:** March 25, 2024

**Re:** **Special Use Permit #22-021 (Bennett Holding, LLC), request for an extension to a previously approved SUP to work and place fill in the 100-year floodplain to install a storm pipe at the Silverleaf PUD on Bennett Road.**

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At its meeting on February 28, 2022, the Planning Commission approved a Special Use Permit (SUP #22-021) for a floodplain crossing to install a 27-inch storm pipe across two floodplains, located on the north side of Bennett Road, east of Hagadorn Road. Site plan approval for Phase One was granted on February 28, 2022, but construction has not yet commenced.

According to Sec. 86-128 in the Zoning Ordinance, if construction for an approved SUP has not commenced within 24 months from the effective date of approval, an extension by requested by the applicant. The Planning Commission is required to approve the extension request following the same SUP procedure as the original approval.

According to Sec. 86-128, an extension shall be granted if three criteria are met:

1. The applicant failed to begin construction within the required time period due to their inability to obtain financing or their inability to acquire the necessary permits, due to circumstances outside of the applicant's control.
2. The project continues to be consistent with the special use permit criteria listed in Sec. 86-126 of the Township Code of Ordinances as originally applied.
3. The project remains conforming to all requirements of the previously approved special use permit.

In the case of Silverleaf, the applicant has been working extensively with the Ingham County Drain Commissioner's office and has recently received a green light to move towards construction. This delay has been the driving factor in preventing the project from proceeding over the course of the last two years. Outside of that, the project remains consistent with the Special Use Permit criteria in the ordinance and conforms with all the requirements of the previously approved SUP.

Staff has observed no major concerns with this request and have received no comment from the public. Staff recommends that the Planning Commission approve, approve with conditions, or deny the SUP extension request at this time. Note that this is an extension request, so no resolution of approval is required.

Attachments: 1. Staff report dated February 10, 2022  
2. Minutes from the February 28, 2022 Planning Commission meeting



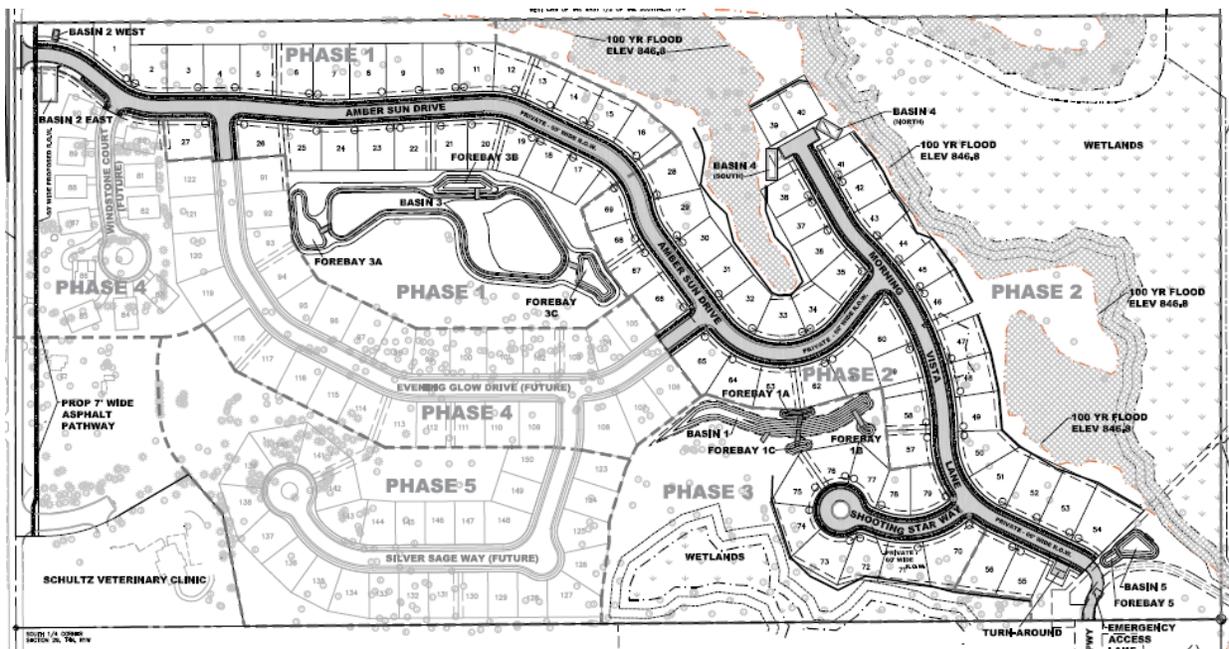
To: Planning Commission

From: Brian Shorkey, Senior Planner

Date: February 10, 2022

Re: **Special Use Permit #22-021 (Bennett Holding, LLC), request to work and place fill in the 100-year floodplain to install a storm pipe at the Silverleaf PUD on Bennett Road.**

Bennett Road Holding, LLC has submitted a site plan for approval to build the first three phases of a previously approved 150-unit Planned Unit Development (PUD #20014) on Bennett Road. The PUD, named Silverleaf, is proposed to be constructed on a property that is made up of five parcels totaling approximately 76.5 acres in size and zoned RAA (One-Family/Low Density Residential). There is a sixth northern parcel, approximately 22 acres, that is being conveyed to Meridian Township as permanent greenspace.



Staff has determined that the drain from Basin 3 requires permission from the Township to cross the regulated floodplains, as the regulated floodplains will have to be partially dug up for the installation of the Basin 3 drain. The floodplain crossing has received approval for the floodplain construction from the Michigan Department of Environment, Great Lakes, and Energy (EGLE) on December 6, 2021. It was noted that EGLE saw no impact to any protected wetlands. Once the pipe is installed and the trenches filled in, there are no modifications to the floodplains. The township's wetland consultant was contacted on December 9, 2021 and subsequently reported that there are no impacts to any protected wetlands.

## **Staff Analysis**

The applicant has requested a special use permit to excavate 14,100 cubic yards of fill, install a 27-inch storm pipe, and place 2,900 cubic yards of fill in the 100-year floodplain in the Silverleaf development. This is to facilitate the construction of Detention Basis 3, which is shown on the site plan.

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 removing 14,100 cubic yards of fill, placing a 27-inch storm pipe, and leveling off the land to the original contour by filling in 2,900 cubic yards of fill. The compensating cut will ensure there is no loss of impoundment capacity in the floodway fringe.

The Michigan Department of Environment, Great Lakes, and Energy (EGLE) issued a permit for the proposed work in the floodplain on December 6, 2021. The Township's Chief Engineer, on behalf of the Director of Public Works and Engineering, submitted a letter dated January 6, 2022 and did not object to this request.

Staff would **recommend approval** of the proposed Special Use Permit to allow excavation of 14,100 cubic yards of fill, installation of a 27-inch storm pipe, and placement of 2,900 cubic yards of fill in the 100-year floodplain.

## **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. Resolution to approve with conditions
2. Letter from Meridian Township Chief Engineer dated January 6, 2022
3. Special use permit application and attachments
4. Notice of Authorization from EGLE dated December 6, 2021

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

**APPROVED**

**February 28, 2022  
5151 Marsh Road, Okemos, MI 48864-1198  
853-4000, Town Hall Room, 7:00 P.M.**

**PRESENT: Vice-Chair Trezise, Commissioners Hendrickson, Richards, Premoe,  
Shrewsbury, McConnell, Snyder, Cordill**

**ABSENT: Chair Blumer**

**STAFF: Director of Community Planning & Development Timothy Schmitt, Senior  
Planner Brian Shorkey, Multimedia Producer Samantha Diehl**

**1. CALL MEETING TO ORDER**

Vice-Chair Trezise called the regular meeting to order at 7:01 pm.

**2. ROLL CALL**

Vice-Chair Trezise called the roll of the Planning Commission, all are present except for Chair Blumer

**3. PUBLIC REMARKS**

Vice-Chair Trezise opened public remarks at 7:02 pm.

NONE

Vice-Chair Trezise closed public remarks at 7:02 pm.

**4. APPROVAL OF AGENDA**

**Commissioner Cordill moved to approve the agenda.  
Seconded by Commissioner McConnell.**

VOICE VOTE: Motion approved unanimously.

**5. APPROVAL OF MINUTES**

A. February 14, 2022 Regular Meeting

**Commissioner Hendrickson moved to approve the Minutes of February 14, 2022 Planning  
Commission Regular Meeting as presented. Seconded by Commissioner Richards.**

VOICE VOTE: Motion approved unanimously.

**6. COMMUNICATIONS-NONE**

## 7. PUBLIC HEARINGS-NONE

## 8. UNFINISHED BUSINESS

- A. Special Use Permit – 22-021 – Silverleaf PUD Development, vacant Bennett Road property – Floodplain fill

Senior Planner Shorkey outlined Special Use Permit – 22-021 – Silverleaf PUD Development, vacant Bennett Road property – Floodplain fill for discussion.

Commissioner Cordill asked if there is still a large water containment area.

Senior Planner Shorkey explained detention basin three is the largest on the site. He further explained the pipe in question is a storm pipe that only acts as a release for the detention basin in the event of heavy rain.

### **Commissioner McConnell moved to approve Special Use Permit – 22-021. Seconded by Commissioner Hendrickson.**

Commissioner Hendrickson noted approval from the drain commissioner is a condition of the project.

Dean McFarlane-Parrott, 4324 Aztec Way, Okemos, MI spoke in opposition of Special Use Permit – 22-021.

ROLL CALL VOTE: YEAS: Commissioners McConnell, Hendrickson, Richards, Premoe, Shrewsbury, Snyder, Cordill, Vice-Chair Trezise

NAYS: None

Motion carried: 8-0

## 9. OTHER BUSINESS

- A. Text Amendment – Deletion of RRR zoning district

Senior Planner Shorkey Outlined Text Amendment – Deletion of RRR zoning district for discussion.

Commissioner Hendrickson asked if there is a need for sections 2-5 if section 1 doesn't exist.

The Commission discussed the overall structure of ordinance amendments. Commissioner Hendrickson clarified that sections two through five will never appear in the ordinance, they are only for the purpose of passing this item.

Commissioner Premoe stated this will come back in a public hearing before going to the township board.

Commissioner McConnell recommended staff bring forward the existing language of the ordinance to help understand how the amendment fits in within the language of the ordinance.

Senior Planner Shorkey replied he could do that.

Commissioner Cordill stated since no parcels are zoned as RRR and there is no reason to offer it, then there is no reason to keep the zoning and that is all this item is trying to achieve.

Senior Planner Shorkey replied yes.

## **10. REPORTS AND ANNOUNCEMENTS**

### **A. Township Board update.**

Director Schmitt reported the Meridian Company building was introduced to the board and action will be taken in the future. Staff is working on a minor amendment that will standardize fire hydrant hose connections for the Fire Department. The Township Board has two openings with the passing of Supervisor Styka and the resignation of Dan Opsommer. Trustee Jackson has been appointed the new Supervisor and Dan Opsommer is now the Assistant Township Manager and Director of Public works and Engineering. With this the board is accepting applications to appoint two new trustees.

Commissioner Cordill asked if Supervisor Jackson will be carrying out the rest of the former Supervisor four year term.

Director Schmitt replied that she will need to run for the position in the fall elections as will the appointed trustees if they wish to keep their positions.

Commissioner Hendrickson asked for a recap on where the Village of Okemos is currently at.

Director Schmitt stated initial comments on the site plan have been distributed this morning. The Brownfield Redevelopment Authority has taken an initial look at the brownfield plan which is currently under review by Triterra, and the Brownfield Redevelopment Authority will review it again at their next meeting. A request will be made to the Meridian Redevelopment Fund which will be discussed tomorrow morning at the Economic Development Corporation meeting.

Commissioner Hendrickson asked for a top level overview.

Director Schmitt stated the project is functionally the same as when he was hired to the township. There are 200 residential units over four stories in the two buildings, commercial at the corners of Hamilton Rd. and Okemos Rd., and down Hamilton Rd. A small rooftop area is planned for the corner units, there's day lighted basement space on Okemos Rd. that will be used as a fitness center, now that the grading is known some dirt will be moved.

Director Schmitt further stated the Department of Environment, Great Lakes and Energy has indicated they will extend the grant/loan with the township to keep the project moving forward, and there is an ask to the Michigan Economic Development Corporation for the gap funding. From a site plan perspective, the development is also in talks with the County Drain Commission and County Road Department about drainage and road connections.

Commissioner Hendrickson asked if there is any indication of a timeline update.

Director Schmitt replied construction is expected to start this year.

Commissioner Richards asked how much commercial is in the present plan.

Director Schmitt replied about 32,000 sq. ft.

Commissioner Richards asked if commercial is all on the first floor.

Director Schmitt replied the vast majority is on the first floor.

B. Liaison reports.

Commissioner Premoe

- The Brownfield Redevelopment Authority received a report on the sources of funding for the Village of Okemos Project for containment and remediation of potential environmental hazards, the current storm system will be replaced and the new one will be put in with retaining walls so in case of failure the walls will contain hazardous material. He noted the system for remediation will be sending vapor up instead of towards the river

Director Schmitt stated the system is called an active vapor mitigation system.

Commissioner Snyder

- The Transportation Commission met on February 17<sup>th</sup> to discuss the MDOT M-43 project and pedestrian street access during the project, becoming a bicycle friendly community with the League of Michigan Bicyclists, and stated the MSU to Lake Lansing Trail Project should be completed this year

Commissioner Cordill

- The Corridor Improvement Authority met February 16<sup>th</sup> to discuss their 2022 Goals as follows: “Pursue the establishment of a Tax Increment Financing plan to support redevelopment of the Meridian Mall”, “actively pursue the recertification status as a redevelopment ready community”, “support the small business community through the Okemos bridge and M-43 Grand River reconstruction project”

Vice-Chair Trezise

- Attended Economic Development Corporation meeting in January where three million dollars was requested from the Development Fund for infrastructure improvements around the Village of Okemos, this request will be reviewed by a sub-committee of the Economic Development Corporation Thursday March 3<sup>rd</sup>

**11. PROJECT UPDATES**

A. New Applications

NONE

B. Site Plans Received

SPR 22-03 – Douglas J updates

C. Site Plans Approved

NONE

## **12. PUBLIC REMARKS**

Vice-Chair Trezise Opened Public Remarks at 7:44 pm.

Dean McFarlane-Parrott, 4324 Aztec Way, Okemos, MI spoke in opposition of Special Use Permit – 22-021.

Vice-Chair Trezise Closed Public Remarks at 7:47 pm.

## **13. ADJOURNMENT**

**Commissioner Premoe moved to Adjourn.  
Seconded by Commissioner Richards.**

VOICE VOTE: Motion approved unanimously.

Vice-Chair Trezise adjourned the regular meeting at 8:31 p.m.



**To:** Planning Commission

**From:** Brian Shorkey, AICP  
Senior Planner

**Date:** March 25, 2024

**Re:** RN – Village of Nemoka Updates

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As Staff has continued evaluating the Zoning Ordinance, it has been discovered that the RN – Village of Nemoka district, Sec. 86-377 in the Zoning Ordinance, contains several incorrect references when references allowed land uses and dimensional regulations. Uses permitted by right include all uses permitted in the RB – Residential district and two-family dwellings. Special uses permitted include all uses permitted in subsection 86-376(c), as well as the problematic phrase, “uses permitted by special use permit from the Planning Commission or Planning Director.”

The Planning Commission discussed the RN district language at the regular meeting on March 11, 2024 and the Planning Commission elected to update the text and correct the incorrect references. The Planning Commission also asked that that the text for allowed uses and dimensional regulations be spelled out so that the RN regulations could be specifically analyzed and updated if necessary. In response, Staff has attached an amended version of Sec. 86-777 that replaces the references with specific language.

We look forward to further discussing this issue with the Planning Commission in the future.

**Attachment:**

1. Sec. 86-377 – Village of Nemoka – Amended Version

Chapter 86. Zoning  
ARTICLE IV. District Regulations  
DIVISION 2. Residential Districts  
§ 86-377. RN District: Village of Nemoka Mixed Residential District.

(a) Purpose.

- (1) The purpose of the RN district is to permit a mixture of single-family and multiple-family residential dwellings within the area commonly known as the Village of Nemoka area of Haslett. The Village of Nemoka is characterized by a mixture of multiple-family and single-family dwellings unlike other areas of the Township where differing land uses have been segregated through the use of zoning. It is not the intent of this section to discourage either of the prominent land uses in the Village of Nemoka but to promote the unique character of the mixed land uses currently found in the Village. In the RN district both single-family dwelling units and multiple-family dwelling units at a maximum density of 14 units per acre, are permitted.
- (2) The district is to encompass those specific and unique land use characteristics found only in the Village of Nemoka. Consequently, the use of this district is limited exclusively to the Village of Nemoka which is generally described as the area bounded on the north by Lake Lansing Road, on the west by Marsh Road, on the east by Lake Lansing, and on the south by Haslett Road.
- (3) This section applies to the RN district.

(b) Uses permitted by right.

- ~~(1) All uses permitted by right in the RB district subject to the restrictions and dimensional requirements specified therefor. Single-family dwellings~~
- (2) Two-family dwellings
- (3) Home occupations
- (4) Other customary accessory uses and buildings, provided such uses and buildings are incidental to the principal use and do not include any activity conducted as a business.
- (5) Temporary buildings for uses incidental to construction work.
- (6) Public parks, playgrounds, and other public open space for recreational uses.
- (7) Golf courses
- (8) Railroad rights-of-way.
- (9) The temporary storage of not more than one unoccupied travel trailer or camper trailer upon each lot.
- (10) Signs in accordance with Sec. 86-685 – Signs in residential districts.
- (11) Public educational institutions.
- (12) Private, noncommercial kennels.
- (13) Foster family homes and foster family group homes.

**Commented [BS1]:** This is the spelled-out list of permitted uses in the RB district.

~~(14) Garage sales, for no longer than three days and no more than twice per calendar year on the same property.~~

~~(15) Family child care homes.~~

~~(+)(16) Family adult care homes.~~

~~(2) Two-family dwellings.~~

~~(4) Uses permitted by special use permit from the Planning Commission or Planning Director. All uses permitted in Subsection 86-376(e) subject to all the procedures and restrictions specified therefor.~~

~~(c)~~

~~(1) Development containing a mix of single-family detached dwellings and two-family dwellings; a mix of two-family dwellings and multiple-family dwellings; or a mix of single-family detached dwellings, two-family dwellings, and multiple-family dwellings. In any case the number of single-family dwellings may not exceed more than 50% of the density (dwelling units per acre) allowed for the proposed development. Multiple-family dwellings may be developed at a maximum density of 14 dwelling units per acre.~~

~~(2) Community center when part of a housing project.~~

~~(3) Incidental commercial services for principal use of the development's occupants, when in conjunction with a housing project containing at least 200 units; provided that:~~

- ~~1. Plans for any advertising signs or window displays shall be submitted to the Planning Commission for approval;~~
- ~~2. There shall be no direct access to the commercial service from any exterior (off-site) road;~~
- ~~3. The architectural appearance of the commercial service building, if a separate structure, shall be harmonious with the appearance of other structures in the development; and~~
- ~~4. Commercial services shall be limited to the following:
  - ~~a. Grocery stores;~~
  - ~~b. Services such as dry-cleaning pickup agencies, shoe repair shops, beauty parlors, or barbershops;~~
  - ~~c. Drugstores; and~~
  - ~~d. Restaurants without dancing or entertainment, but excluding dairy bars and drive-in establishments.~~~~

~~(4) Nonresidential structures and uses in accordance with § 86-654.~~

~~(e)~~

~~(d) Uses permitted by special use permit. All uses permitted in Subsection 86-376(d)(1) subject to all the restrictions specified therefor. In the RN district multiple-family dwellings may be developed at a maximum density of 14 dwelling units per acre.~~

~~(e)(d) Procedure for obtaining special use permits. The procedures set forth in Subsection 86-376(e) Section 86-125 shall be followed.~~

~~(f)(e) Duration and validity of permit. Special use permits granted in the RN district shall be subject to the provisions of Subsection 86-376(f) and all other provisions applicable to special use permits contained in Article VII of this chapter Section 86-128.~~

~~(g)(f) Minimum design standards.~~

**Commented [BS2]:** Merged with paragraph 1

**Commented [BS3]:** This reference has been changed to the SUP procedure.

(1) Single-family detached structures shall comply with the dimensional requirements for RB district construction contained in Subsection 86-374(d).

**Commented [B54]:** The dimensional standards are spelled out.

- a. Minimum lot area: 8,000 square feet, except that a two-family dwelling shall have 11,000 square feet.
- b. Minimum interior lot width: 65 feet, except that a two-family dwelling shall have 100 feet.
- c. Minimum corner lot width: 70 feet along the street upon which the lot fronts.
- d. Maximum lot coverage: All buildings shall not cover more than 35% of the total area.
- e. Minimum yard dimension:
  - i. Front yards. In accordance with the setback requirements of Section 86-367 for the type of street upon which the lot fronts.
  - ii. Side yards: Seven feet.
  - iii. Rear yards: For lots up to 150 feet in depth, the rear yard shall not be less than 30 feet in depth. For lots over 150 feet in depth, the rear yard shall not be less than 40 feet in depth.
  - iv. Corner lots: A front yard shall be maintained on each street side of a corner lot.
  - v. Through and reverse frontage lots: Principal buildings shall be located in accordance with the front yard setback requirements of § 86-367 for the type of streets upon which the through or reverse frontage lot abuts. Access to residential sites shall be located on the street with the lowest functional classification as illustrated in § 86-367. All regulations applicable to front yards shall apply, except freestanding accessory buildings or structures, such as decks, garages, sheds, swimming pools, and tennis courts, proposed for reverse frontage lots shall be located no closer than 30 feet from the right-of-way of the designated rear yard.
- f. Supplementary yard regulations. For permitted reductions in yard dimensions, for permitted yard encroachments, and for placement of accessory buildings in yard areas, refer to Article V, Division 4 of this chapter.
- g. Maximum building height. No residential structure shall exceed 2 1/2 stories or 35 feet. Accessory buildings shall not exceed a height of 15 feet on any residential lot. For permitted exceptions to residential building heights, refer to Article V, Division 5 of this chapter. For building height limitations for nonresidential structures in residential districts refer to § 86-654.

(2) Multiple-family structures shall comply with the following minimum design standards; contained in Subsection 86-376(b). State law reference: State-mandated residential uses, MCL 126.286g.

- a. Minimum lot area: There is no minimum lot area for a multiple-family structure, provided that the density does not exceed 14 units per acre.
- b. Minimum lot width: 100 feet.

- c. Maximum lot coverage: All buildings shall not cover more than 35% of the total area.
- d. Front yard: No less than 25 feet for one- or two-story buildings, with an additional one foot required for each additional one foot the building exceeds 35 feet in height.
- e. Side yards:
  - i. Three families to 10 families shall not be less than 15 feet.
  - ii. Greater than 10 families shall not be less than 25 feet from the property line for one- or two-story buildings, with an additional foot required for each additional foot of height of the building over 35 feet.
- f. Rear yard: Building shall not be less than 40 feet from the property line for one- or two-story buildings, with an additional foot required for each additional foot of height of the building over 35 feet.
- g. Required setbacks: In addition to the foregoing, all buildings shall be located in accordance with the particular setback requirement of § 86-367.
- h. Distance from a single-family boundary: No single-family, two-family, or multiple-family building designed, erected, or used for three or more families shall be located closer than 50 feet to any single-family residential zone line, nor shall any accessory building to a multiple structure containing three or more dwelling units be located closer than 50 feet to any single-family residential zone line. Where Commission studies indicate adjoining property will eventually assume similar zoning as the property in question, the Commission may waive the fifty-foot minimum.
- i. Distance between buildings:
  - i. Minimum distance. Buildings with two or more dwelling units shall be located no closer than 25 feet to any other building. Detached single-family dwellings shall be located no closer than 10 feet from any other building.
  - ii. Closed courts. No courts completely enclosed by building structure shall be permitted; however, screen walls not exceeding six feet in height are permitted to enclose what would otherwise be open court. All dimensional requirements for open courts shall apply to such enclosed courts.
  - iii. Open courts:
    - 1. Projecting wings of a building that form a court, enclosed on three sides, shall conform to the following when the court face of either wing contains windows from a living room, bedroom, or dining room:
      - a. The minimum distance between wings shall be 50 feet for one-story buildings. For any additional stories added to either wing, the distance shall be increased five feet for each additional story added to either wing.
      - b. The maximum distance that a wing can project from the face of a building shall be 1 1/2 times the horizontal distance between wings.
    - 2. Projecting wings of a building that form a court enclosed on three sides shall conform to the following when neither court face of the wings contains a window from a living room, bedroom, or dining room:
      - a. The minimum distance between wings shall be 25 feet for one-story buildings. For any additional stories added to either wing, the distance shall be increased five feet for each additional story added to either wing.
      - b. The maximum distance a wing can project from the face of a building shall be 1 1/2 times the horizontal distance between wings.
    - 3. Other yard dimensions:
      - a. Any single-family detached dwelling, two-family dwelling, or multiple-family structure containing three or more units shall

**Commented [B55]:** I omitted the first paragraph which defined SFR and duplexes as 10 feet.

- not be located closer than 20 feet to any street, access road, driveway, or parking area.
  - b. Any single building or connected building may not exceed 200 feet in any one dimension. All buildings shall be so arranged as to permit emergency vehicle access, by some practical means, to all sides.
- j. Maximum building height. Maximum building height shall not exceed 2 1/2 stories or 35 feet, except as noted below. No space below grade level shall be used for dwelling purposes except as follows:
  - i. When the finished floor grade of the space below grade level is no more than four feet below finished outside ground level at any point on the property of that part of the structure enclosing the below-grade dwelling space.
  - ii. On sloping sites when the finished floor grade of the space below grade level is finished outside ground level for at least the length of one wall. In the same instance, such dwelling space have either adequate through- or cross-ventilation.
- k. Signs. Identifying any of the permitted uses in this district shall be in accordance with those requirements specified in Article VII of this chapter.
- l. Parking requirements. For motor vehicle and bicycle parking requirements, refer to § 86-366 and Article VIII of this chapter. In addition, every multiple-family structure shall provide motor vehicle parking facilities which:
  - i. Are appropriately spaced and divided by landscaped areas as opposed to one continuous parking lot.
  - ii. Are screened by landscaping and physical structures and, where feasible, depressed below eye level or enclosed.
  - iii. Are served by two points of access to public street when there are 50 or more dwelling units in the project.
  - iv. Are served by access to a public street other than a local street when there are 25 or more dwelling units in the project.
  - v. Shall provide a minimum of 180 square feet in area for each vehicle parking space, each space shall be definitely designated and reserved for parking purposes, and each space shall be accessible separately from a drive.
  - vi. May be allowed within or under any multiple-family structure; however, carports or surface parking shall not be located closer than 20 feet to any multiple-family residential structure.
  - vii. Shall have no parking located farther than 150 feet from one entrance to the multiple-family structure which it is intended to serve.
  - viii. Shall have no commercial repair work, servicing, or selling of any kind conducted on any parking area.
- m. Storage of refuse. All refuse containers, including trash and recycling containers, shall be enclosed on at least three sides by a screening device approved by the Planning Director, subject to the following provisions:
  - i. For existing uses receiving a certificate of occupancy prior to the effective date of this section, recycling containers shall be placed adjacent to other refuse containers on-site. If the Planning Director determines that it is not practical to place the container adjacent to other refuse containers on the site, such containers may be placed in parking areas, provided that the space used for the container shall not occupy required parking spaces, and further provided that recycling containers shall be enclosed on three sides by a screening device approved by the Planning Director.
  - ii. For uses receiving a certificate of occupancy after the effective date of this section, recycling containers shall meet the requirements of this section and

the requirements for site plan review under Article II, Division 5, of this chapter.

- n. Landscaping required. Landscaping acceptable to the Planning Commission shall be provided in open spaces, around buildings, and within parking areas. No occupancy permit may be issued until landscaping has been inspected and approved or a performance bond equal to the estimated cost has been posted with the Township.
  - i. A plan for control of soil erosion which meets the Township's standards for soil erosion and sedimentation control shall be carried out during the construction and completion of the project.
  - ii. When deemed necessary by the Planning Commission, in order to protect surrounding properties, appropriate screening of plant materials, wood, or brick, approved by the Planning Commission, may be required.
- o. Those sites which contain wetlands and/or floodplains shall be permitted a maximum number of units based on the following formula:

$$N = A \times D \times C$$

Where:

N = Maximum number of units permitted.

A = Area of site outside the floodplain and wetland.

D = Allowable density

C = 1 + percent of site in floodplain and wetland expressed as decimal

For purposes of this chapter, wetland areas are those lands which meet the definition of a wetland set forth in § 30301 of the Natural Resources and Environmental Protection Act (MCL § 324.30301). For purposes of this chapter, floodplain areas are those lands which meet the definition contained in § 86-436(b).



**To: Township Board**

**From: Timothy R. Schmitt, AICP  
Director of Community Planning and Development**

**Date: March 14, 2024**

**Re: Text Amendment #2024-03 – Planning Commission Membership Standards Ordinance**

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Text Amendment #2024-03 is an ordinance that would update the number of members of the Planning Commission. The current ordinance calls for nine members of the Planning Commission. State enabling legislation allows communities to have between five and eleven members, depending on the type of government agency. Meridian Township has had a nine-member Planning Commission based on the old Michigan Planning Enabling Act, from prior to 2008. When the State updated the Act in 2008, the Township discussed changing the number of members to the Planning Commission to seven and the original draft of the ordinance showed seven members, but this change did not make the final ordinance at that time.

The Supervisor and the Planning Commission chair and vice chair met recently to discuss the matter and generally thought changing to seven members would not cause major issues, for several reasons. The Planning Commission has operated with less than nine members for multiple stretches over the course of the last several years, due to temporary vacancies. There was no major loss in productivity or perspective with only seven members at the table. After the recent Town Hall technology upgrades there are only eight seats at the dais, making seating nine persons extremely difficult. When we have had a full complement of Commissioners in the past year, one either stands or sits at the staff table, leading to an extremely awkward layout. The Township has also added two other planning adjacent boards since 2008, the Corridor Improvement Authority and the Brownfield Redevelopment Authority.

In terms of surrounding communities, many still have nine-member Planning Commissions, in large part because the pre-2008 enabling legislation required it and dropping to seven can realistically only happen when you have multiple vacancies. Some communities have shifted to seven and Lansing actually has a ward/at large based system, mirroring the City Council. Ultimately each community is free to choose the number of Commissioners that serve their specific needs, within the framework of the Planning Enabling Act.

### **Township Board Options**

A draft Ordinance is attached reducing the number of Planning Commissioner’s from nine to seven. The Township Board may approve, deny, modify the proposed text amendment. A resolution for Introduction will be provided at a future meeting.

### **Attachments**

1. Draft Planning Commission Membership standards Ordinance

ORDINANCE NO. 2022-03

AN ORDINANCE TO AMEND SECTION 2-287, MEMBERSHIP, OF THE CHARTER TOWNSHIP OF MERIDIAN CODE OF ORDINANCES TO MODIFY THE NUMBER OF REQUIRED MEMBERS OF THE PLANNING COMMISSION

THE CHARTER TOWNSHIP OF MERIDIAN ORDAINS:

Section 1. Section 2-287, Membership, is hereby amended to read as follows:

(a) Number; community representation; holding of other offices; terms of office; removal. The Planning Commission shall consist of ~~nine~~-seven members who shall be appointed by the Township Supervisor, subject to the approval by a majority vote of the Township Board, elected and serving. The members shall represent important segments of the community in accordance with the major interests as they exist in the local unit of government, such as agriculture, natural resources, recreation, education, public health, government, transportation, industry, and commerce. The membership shall have geographical representation of the local unit of government to the extent practicable. Members of the Planning Commission shall be qualified electors in the Township, except that one Planning Commission member may be an individual who is not a qualified elector in the Township. No member of the Planning Commission shall be an elected officer or employee of the Township. One member may be a member of the Zoning Board of Appeals. The term of each member shall be three years. All members shall hold office until their successors are appointed. Members may, upon written charges and after a public hearing, be removed by the Township Board for misfeasance, malfeasance, or nonfeasance in office.

- (b) [UNCHANGED]
(c) [UNCHANGED]
(d) [UNCHANGED]

Section 2. Validity and Severability. The provisions of this Ordinance are severable and the invalidity of any phrase, clause or part of this Ordinance shall not affect the validity or effectiveness of the remainder of the Ordinance.

Section 3. Repealer Clause. All ordinances or parts of ordinances in conflict therewith are hereby repealed only to the extent necessary to give this Ordinance full force and effect.

Section 4. Savings Clause. This Ordinance does not affect rights and duties matured, penalties that were incurred, and proceedings that were begun, before its effective date.

Section 5. Effective Date. This Ordinance shall be effective thirty (30) days following the date of publication.

ADOPTED by the Charter Township of Meridian Board at its regular meeting this XXth day of XXXXXXX, 2024.

Patricia Herring Jackson, Township Supervisor

Deborah Guthrie, Township Clerk