



**AGENDA**  
CHARTER TOWNSHIP OF MERIDIAN  
Downtown Development Authority  
April 6, 2026 7:30AM  
5151 Marsh Road, Okemos, MI  
Meridian Township – Township Hall



1. CALL MEETING TO ORDER
2. ROLL CALL
3. MISSION: The Meridian Township DDA mission is to beautify and revitalize downtown Okemos as a very desirable place to shop, live, and do business. It is a commitment to promoting and improved quality of life by creating a friendly, walkable community embracing the natural aesthetics of the river and parks.
4. APPROVAL OF AGENDA
5. APPROVAL OF MINUTES – MARCH 2, 2026 MEETING MINUTES
6. COMMUNICATIONS
7. PUBLIC REMARKS
8. AUTHORIZATION OF PAYMENTS
  - A. Consumers Energy Bill April 2026
9. OLD BUSINESS
  - A. West Hamilton and Okemos Subcommittee Next Meeting
10. NEW BUSINESS
  - A. Parking Maximums
  - B. Authorization of Payment HRC BUILD Grant Invoice
11. OPEN DISCUSSION/BOARD COMMENTS
  - A. 4690-4696 Okemos Road MI Neighborhood Application
12. PUBLIC REMARKS
13. NEXT MEETING DATE
  - A. May 4, 2026 7:30am – Town Hall Room, 5151 Marsh Road, Okemos
14. ADJOURNMENT

Individuals with disabilities requiring auxiliary aids or services should contact the Meridian Township Board by contacting: Township Manager Timothy Dempsey, 5151 Marsh Road, Okemos, MI 48864 or 517.853.4258 - Ten Day Notice is Required.  
Meeting Location: 5151 Marsh Road, Okemos, MI 48864 Township Hall

Providing a safe and welcoming, sustainable, prime community.





Charter Township of Meridian  
Downtown Development Authority (DDA)  
Municipal Building, 5151 Marsh Road, Okemos, MI 48864  
Monday, March 2, 2026 – Minutes

**Members**

**Present:** Lexi Denovich, Srinivas Kandula, Angela Wright, Renee Korrey, Peter Campbell, Tom Stanko, and Ron Sdao

**Members**

**Absent:** Supervisor Hendrickson and Bill Cawood

**Staff**

**Present:** Neighborhoods & Economic Development Director Amber Clark and Executive Assistant Michelle Prinz

**Others**

**Present:** None

1. CALL MEETING TO ORDER

Chair Wright called the meeting to order and read the mission at 7:30 am.

2. APPROVAL OF THE AGENDA

**MOTION BY MEMBER KORREY TO APPROVE THE AGENDA. SUPPORTED BY MEMBER SDAO. MOTION APPROVED 7-0.**

3. APPROVAL MEETING MINUTES OF FEBRUARY 2, 2026

**MOTION BY MEMBER KORREY TO APPROVE THE MINUTES. SUPPORTED BY MEMBER SDAO. MOTION APPROVED 7-0.**

4. COMMUNICATIONS

None.

5. PUBLIC REMARKS

None.

6. AUTHORIZATION OF PAYMENTS

a. Consumers Energy Bills January 2026, February 2026, and March 2026

**MOTION BY MEMBER KORREY TO AUTHORIZE THE FOLLOWING CONSUMERS ENERGY PAYMENTS: JANUARY OF \$127.97, FEBRUARY OF \$143.42, and MARCH of \$129.02. SUPPORTED BY MEMBER STANKO. MOTION APPROVED 7-0.**

7. OLD BUSINESS

a. 4690 Okemos Road Rehabilitation Project

Director Clark reviewed the plans for the rehabilitation project at 4690 Okemos Road. The property consists of three separate buildings and five parcels in total. The fully interior renovation will begin with the second-story spaces and will include seven residential apartments. On behalf of the developer, the Township applied for a grant through the MI Neighborhood Program. The detailed project timeline was presented which includes a public hearing at the Township Board meeting on March 17, 2026.

b. BUILD Grant Application Update

The grant was submitted last week and included fourteen letters of support along with the Township and County funding a portion of the project. There is not yet an estimated timeline for when approved projects will be announced.

8. NEW BUSINESS

a. Authorization of Payment HRC BUILD Grant Invoice #0231315

**MOTION BY MEMBER KORREY TO AUTHORIZE PAYMENT TO HUBBELL ROTH AND CLARK INVOICE #0231315 FOR SERVICES CONDUCTED RELATED TO THE FY 2026 BUILD GRANT. AUTHORIZE STAFF TO REMIT PAYMENT TO HUBBELL ROTH AND CLARK IN THE AMOUNT OF \$15,983.90. SUPPORTED BY MEMBER CAMPBELL. MOTION APPROVED 7-0.**

b. Authorization of Payment HRC BUILD Grant Invoice #0234959

**MOTION BY CHAIR WRIGHT TO AUTHORIZE PAYMENT TO HUBBELL ROTH AND CLARK INVOICE #0234959 FOR SERVICES CONDUCTED RELATED TO THE FY 2026 BUILD GRANT. AUTHORIZE STAFF TO REMIT PAYMENT TO HUBBELL ROTH AND CLARK IN THE AMOUNT OF \$21,612.99. SUPPORTED BY MEMBER KANDULA. MOTION APPROVED 7-0.**

c. 2026 Authorized Signers-Resolution

**MOTION BY MEMBER STANKO TO ADOPT THE ATTACHED RESOLUTION ESTABLISHING ANGLEA WRIGHT, RON SADO, TREASURER LINDA BURGHARDT, AND TOWNSHIP MANAGER TIMOTHY DEMPSEY AS AUTHORIZED SIGNERS OF THE DOWNTOWN DEVELOPMENT AUTHORITY BANK ACCOUNT. SUPPORTED BY MEMBER KORREY. MOTION APPROVED 7-0.**

9. OPEN DISCUSSION/BOARD COMMENTS

a. Development Project List

Director Clark shared the development project list and reported that the new coffee shop opened on Hamilton Road.

10. PUBLIC REMARKS

None.

11. NEXT MEETING DATE

a. April 6, 2026, 7:30am-Township Municipal Building, Town Hall Room, 5151 Marsh Road.

12. ADJOURNMENT

The meeting was adjourned at 8:05am without objection.

Consumers Energy: Bill Ready

From Consumers Energy <noreply@alerts.consumersenergy.com>  
Date Sat 3/14/2026 3:07 PM  
To Amber Clark <clark@meridian.mi.us>



Your Consumers Energy Bill Is Available

Amount Due

ACCOUNT ENDING:2681  
2167 Hamilton Rd Okemos MI 48864-  
1643

**\$117.22**

Due Date: April 06, 2026

 Your account is on Auto-pay.

LOG IN TO VIEW & PAY YOUR BILL

Thank you for your last payment of \$129.02 on March 6.

[View the Latest News, Safety and Service Guides.](#)

March Energy  
Usage

Click below to access your energy  
dashboard

February 12 - March 12 (29  
Days)

 [Electric Usage Graph](#)

 [Consumers Promotional Image](#)

[Terms & Conditions](#) | [Unsubscribe](#)



To: Downtown Development Authority Members  
From: Neighborhoods & Economic Development Director Amber Clark  
Date: April 6, 2026  
Re: Hubbell Roth & Clark (HRC) BUILD Grant Invoice # 0235814

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On November 3, 2025 the DDA body elected to support the Township's request to Hubbell Roth and Clark (HRC) to act as our consultant to submit the hefty **Better Utilizing Investments to Leverage Development** (BUILD) Grant application with the Ingham County Road Department. The total cost from the DDA not to exceed \$50,000.

The attached is an invoice from HRC for work conducted through February 28, 2026 for BUILD Grant activities.

The following motion is prepared for your consideration:

**MOVE TO AUTHORIZE PAYMENT TO HUBBELL ROTH AND CLARK INVOICE #0235814 FOR SERVICES CONDUCTED RELATED TO THE FY 2026 BUILD GRANT. AUTHORIZE STAFF TO REMIT PAYMENT TO HUBBELL ROTH AND CLARK IN THE AMOUNT OF \$5,258.19.**



**HUBBELL, ROTH & CLARK, INC.**  
**CONSULTING ENGINEERS**  
**PO BOX 824**  
**BLOOMFIELD HILLS, MICHIGAN 48303-0824**  
**(248) 454-6300**

March 9, 2026  
 Project No: 20250814.02  
 Invoice No: 0235814

CHARTER TOWNSHIP OF MERIDIAN  
 5151 MARSH ROAD  
 OKEMOS, MI 48864-1198

ATTN: DAN OPSOMMER

OKEMOS ROAD BUILD GRANT APPLICATION

**Professional Services for period ending February 28, 2026**

**Professional Personnel**

		<b>Hours</b>	<b>Rate</b>	<b>Amount</b>	
DETWEILER, AUSTIN	2/2/2026	8.70	101.27	881.05	
DETWEILER, AUSTIN	2/3/2026	7.00	101.27	708.89	
HEQIMI, GENTJAN	2/1/2026	5.50	138.74	763.07	
HEQIMI, GENTJAN	2/2/2026	10.00	138.74	1,387.40	
HEQIMI, GENTJAN	2/3/2026	10.70	138.74	1,484.52	
MYERS, KRISTEN	2/2/2026	.30	110.87	33.26	
	Totals	42.20		5,258.19	
	<b>Total Labor</b>				<b>5,258.19</b>

**Billing Limits**

	<b>Current</b>	<b>Prior</b>	<b>To-Date</b>
Total Billings	5,258.19	44,483.89	49,742.08
Limit			49,750.00
Remaining			7.92

<b>Total Due this Invoice</b>	<b>\$5,258.19</b>
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To: Downtown Development Authority Members  
From: Neighborhoods & Economic Development Director Amber Clark  
Date: April 6, 2026  
Re: Parking Maximums

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During the March 18 Corridor Improvement Authority (CIA) meeting, planning staff raised a question related to the ongoing discussion at the Planning Commission regarding parking maximums. For background, the Planning Department and Planning Commission are in the process of updating the Township's parking ordinance, which was originally established in the late 1970s. Since that time, only minor changes have been made to the ordinance.

Following the 2023 Master Plan update, planning staff identified contradictory and outdated language within the parking ordinance. A major update to the ordinance was subsequently approved by the Township Board, reducing the amount of parking required for commercial properties. Data indicates that developers generally seek to limit over-parking, as excess, unused parking spaces increase costs, expand impervious surfaces, and add long-term maintenance expenses.

The Planning Commission is currently discussing whether the Township should impose parking maximums for development within the community. Members of the CIA have weighed in on this topic, noting that the addition of such a provision could create additional delays in the development process. In most cases, developers seek to construct only the amount of parking necessary for their sites to function appropriately. Over the past six years, only one: Trader Joe's, has requested more parking than the Township's standard. In the Township's 60+ year history, very few developments have requested parking in excess of the established standards.

Township staff are also aware that additional parking can conflict with the general standards and requirements of the Ingham County Drain Office (ICDO). A key concern for the ICDO is the amount of impervious surface currently within Meridian Township. Large expanses of pavement reduce the ability of water to infiltrate appropriately and exacerbate storm water management issues within the community. Establishing a parking maximum, in addition to the already reduced commercial parking requirements, may conflict with the Township's overall goal of making the permitting and approval process more transparent and efficient.

Please see the attached memo from Senior Planner Brian Shorkey for additional information.



**To:** Planning Commission  
**From:** Brian Shorkey, Principal Planner  
**Date:** March 23, 2026  
**Re:** ZA #26001 – Parking Ordinance Update

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Staff has discussed the progress made with the update on Article VIII – Off-Street Parking and Loading in the Zoning Ordinance with the Planning Commission. Planning Staff introduced drafts of the Off-Street Parking ordinance updates at their regular meetings on January 12, 2026, January 26, 2026, and February 9, 2026. At that time, Staff offered to schedule a public hearing and suggest options for the language regarding the proposed 20% maximum overage for parking spaces, found in Sec. 86-751(b) in the draft ordinance.

The Planning Commission asked for options regarding the 20% maximum overage. The following options are presented for discussion.

**1. 20% Overage Language As Proposed**

Staff has researched past restaurant developments in comparison to the proposed 20% maximum overage for parking spaces and have found mixed results, with some restaurants underparked and some hypothetically requiring a variance for being overparked. In average, the proposed 20% maximum overage may operate adequately in the future when applied to new developments or redeveloped sites.

Staff discussed the parking update and the proposed 20% maximum overage with the Corridor Improvement Authority (CIA) at their meeting on February 18, 2026. The CIA expressed concern that the proposed 20% maximum overage may present a regulatory barrier and disincentivize future commercial development.

**2. 20% Overage Language Removed**

If the proposed language for the 20% maximum overage was removed, development would proceed as it does presently, with minimums in place and maximums in place for general businesses. This would give future developers flexibility to determine parking needs specific to their businesses. However, the point of the proposed 20% maximum overage was to limit impervious development in the Township that results from parking lots, an objective that is not served by removing the language. It should be noted that parking maximums still apply to general commercial developments.

**3. Overage Percentage Increased**

A compromise between development concerns and environmental questions would be to increase the maximum. The Planning Commission has discussed this at past meetings. The number could be raised to 50% and provide a cap while allowing developers more flexibility before having to request variances for going over the maximum.

**Examples**

Staff is presenting a hypothetical development to compare the three options. For purposes of this discussion, assume a restaurant that requires a minimum of 25 parking spaces. Based on this hypothetical example, the following information results.

- Option 1 – This is the language as written. The maximum number of parking spaces for the restaurant would be 30.
- Option 2 – This option would strike Sec. 86-751(b) from the ordinance and there would be no maximum number of parking spaces for the restaurant.
- Option 3 – This amends the language in Sec. 86-751(b). The maximum number of parking spaces for the restaurant would be 38. Based on the minimum dimensions for a 90-degree parking space, this could result in 1,440 more square feet of pavement than in Option 1.

Staff has no other comments about the draft ordinance and looks forward to discuss it with the Planning Commission.

**Attachments**

1. Parking Ordinance Update – Redlined
2. Parking Ordinance Update – Clean



To: Downtown Development Authority Members  
From: Neighborhoods & Economic Development Director Amber Clark  
Date: April 6, 2026  
Re: 4690-4696 Okemo Road MI Neighborhood Application

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A proposal for the rehabilitation of 4690 and 4696 Okemos Road has been submitted to the Township. The recently purchased properties consist of two mixed-use buildings with a total of seven residential units located in the heart of our downtown. The developers are local Meridian Township residents who are committed to investing in the future of our downtown district.

To support the rehabilitation of these properties, Director Clark submitted a letter of interest to the Michigan State Housing Development Authority (MSHDA) MI Neighborhood Program. In December 2025, MSHDA submitted a Designation Memo inviting the Township to submit a full application for funding for the 4690-4696 Okemos Road rehabilitation project. The invitation allocates up to \$700,000 in direct funding for eligible housing activities. If awarded, the Township will manage and administer the funds to the developer for eligible rehabilitation expenses for all seven housing units. MSHDA recently submitted an updated designation memo for the Township to sign, with a new application deadline of July 2026.

As a condition of the program, MSHDA will provide administrative dollars directly to the Township to assist with grant management. The Township has determined that project administration will be completed in-house, based on the limited nature of the redevelopment area and the direct involvement of the property owner/developer. Funding will be released through drawdown requests submitted to the Economic Development Department after all procedural steps for grant execution are complete. The Township will verify its capacity to manage federal funding using previous experience with federal and state grant programs. The Township's updated Public Participation Plan will be followed to ensure appropriate resident engagement. Staff is experienced in certifying income eligibility through our Community Resource Commission.

[During the public hearing, the developer provided an overview of the planned rehabilitation activities at 4690 and 4696 Okemos Road.](#) The proposed project is a rehabilitation of the existing buildings, with demolition of the interior site and some parking lot improvements. This project does not plan to demolish the entire site, but will maintain the existing footprint to save on costs, eliminate development hurdles, and provide an uplift to the DDA at northeast corner of Okemos and Hamilton road.

The application deadline is July 24, 2026. Staff is requesting Township Board approval of the following items related to submitting the MI Neighborhood Grant application and meeting Federal grant administration requirements:



1. Authorize Township and staff to submit the application to MSHDA for the MI Neighborhood Program.
2. Designate the Township Supervisor as the authorized individual to submit and sign the application and any subsequent amendments.
3. Designate the Economic Development Director Amber Clark as the person authorized to sign the FSR Payment Requests related to the grant. As the project advances staff will work with Downtown Development Authority, Township Supervisor, and the developer to execute the grant including paying contractors when work is completed. This resolution would authorize Director Clark to sign these payment requests, after all paperwork is verified and complete.
4. Designate the Township Manager Timothy Dempsey as the Certifying Officer for the National Environmental Protection Act (NEPA) environmental review. The Local Unit of Government's highest non-elected official is the person expected to certify this process and must be formally named. Should our application be accepted, the next step in the process will be the completion of the environmental review for the project.

Director Clark is available for questions and discussion related to this project.