

CHARTER TOWNSHIP OF MERIDIAN  
MERIDIAN ECONOMIC DEVELOPMENT CORPORATION  
February 2, 2017 MEETING MINUTES  
TOWN HALL ROOM, MERIDIAN MUNICIPAL BUILDING

PRESENT: Chris Buck, Jade Sims, Trustee Phil Deschaine (arrived at 7:32), Lynda Rowlee, Shawn Dunham, David Olson (left at 8:00), David Ledebuhr, Adam Carlson

ABSENT: Malinda Barr, Josh Hundt, Manager Frank Walsh, Mark Epolito

OTHERS: Treasurer Julie Brixie (Ex-Officio) (arrived at 7:32), Environmental Commission Chair Bill McConnell, Department of Communications Director Deborah Guthrie (left at 8:35), Department of Community Planning & Development Mark Kieselbach, Economic Development Coordinator Ben Motil

1. CALL TO ORDER

Chair Buck called the meeting to order at 7:30 a.m. and asked Member Sims to read the Mission Statement.

2. **MISSION:** Set the standard in creating an entrepreneurial culture; be the example for revitalization of our business districts and be the leaders in building sustainable public/private partnerships.

3. APPROVAL OF AGENDA

**MOTION BY MEMBER CARLSON TO APPROVE AGENDA. SUPPORTED BY MEMBER LEDEBUHR. MOTION PASSES 7-0.**

4. CONSENT AGENDA

- a. Communications
- b. Minutes – January 5, 2017

**MOTION BY MEMBER CARLSON TO APPROVE CONSENT AGENDA. SUPPORTED BY MEMBER DUNHAM. MOTION PASSES 7-0.**

5. PUBLIC REMARKS

None.

6. Presentation

None.

7. FINANCIAL REPORT

Treasurer Brixie distributed and reviewed the financial report dated 2/2/17. Report on file.

**MOTION BY MEMBER LEDEBUHR TO APPROVE FINANCIAL REPORT. SUPPORTED BY MEMBER DUNHAM. MOTION PASSES 8-0.**

8. APPROVAL OF PAYMENTS

None.

9. PLANNING COMMISSION REPORT

Chair Buck read Planning Commission report from Planning Commissioner John Scott Craig, in lieu of his presence due to illness.

- Balam Singh requested rezoning of his property at 1954 Saginaw Highway from RR to RDD to allow construction of a four unit apartment building and renovation of two existing buildings. Public Hearing held on 2/9/2017 and the PC voted to recommend approval on 2/23/2017.
- Stockwell Development Company requested rezoning of two parcels at the corner of Powell Road and Grand River Avenue from professional and office to Commercial (C-2). This included a request for a Special Use Permit for construction of a 12,000 square foot strip mall with two drive-thru windows. The Special Use permit was discussed on 1/9/2017 and approval granted on 1/23/2017, but for only one drive through window. Traffic was a concern as well as parking issues.
- The MUPUD request from Capstone Communities, LLC to construct the Hannah Farms East student housing project came back before the PC on January 9th. A slightly modified plan was presented (reduction by six units from 296 to 290), but the overall density of the project remained at nearly 28 units per acre. This is well above the 14-18 units per acre permitted by the MUPUD ordinance. Traffic congestion issues identified in the applicant's Traffic Study and strong objections from residents of surrounding neighborhoods were considered by the PC. The applicant will return at a future meeting to address these issues and the PC will then vote on a recommendation to the Township Board.
- The request by Summer Park Realty to rezone 157 acres at 2874 Lake Lansing Road (the Walnut Hills Golf Club) from RR to RAA came back to the PC following a Public Hearing and discussion on the November 14th and 21st 2016 meetings. The developer presented a more detailed Concept Plan for the project. Density and traffic issues were discussed as well as a proposal

- by the members of the neighborhood to purchase the property. The applicant will be back before the PC in February for a decision on the rezoning if the project is still moving forward.
- The members of the Township Board received a draft of the 2017 Master Plan at their Study Session held on Tuesday January 24th. The Planning Commission looks forward to working with the Board, the members of the community and all local and regional stakeholders to complete this project.

#### 10. NEW BUSINESS

- a. Chair Buck discussed the potential of the EDC funding a second \$900 matching fund request from Tinkerlabs for another 3D printer.
  - EDC members would like to wait and see how Tinkerlabs uses their first \$900, and then consider how the EDC would like to see the second \$900 used in the future.
  - EDC members would like to see a ceremony/ribbon cutting presentation with Tinkerlabs to promote the partnership between Tinkerlabs and EDC to the community.
- b. Treasure Brixie summarized the resolution to change signature cards on EDC accounts.

**MOTION BY CHAIR BUCK TO APPROVE THE RESOLUTION TO CHANGE SIGNATURE CARDS ON EDC ACCOUNTS. SUPPORTED BY MEMBER LEDEBUHR. MOTION PASSES 8-0.**

#### 11. OLD BUSINESS

- a. The staff memo dated January 20, 2017 regarding the Corridor Improvement Authority (CIA) to Supervisor Styka was discussed.
  - Supervisor Styka will make his recommendation of CIA applicants to the Township Board at the February 7, 2017 regular board meeting.
  - Chair Buck thanked the EDC for all their hard work in establishing a CIA in Meridian Township.
- b. Staff provided an update on the progress of potentially establishing a Brownfield Redevelopment Authority (BRA) in the Township.
  - Staff will continue to meet with the Michigan Department of Environmental Quality (MDEQ) representative Janet Michaluk to explore the benefits and difficulties of establishing a BRA in the Township.
  - Difficulties may include an increase in workload on Township staff, but may decrease the time developers are required to invest in pursuing Brownfield incentives.
  - If the Township establishes a BRA, administrative fees and application fees will go to the Township, and not to outside organizations.

- Treasurer Brixie asked the EDC for their opinion in regards to the Township establishing a BRA.
  - Member Ledebuhr is in favor of the idea.
- Member Sims asked if a developer pulls out of a Brownfield, who is left with the cost of cleanup. Township staff responded if there is no project being completed, there is ultimately no brownfield and no costs being incurred.
- Lansing and East Lansing each have their own BRA.
- c. Staff provided an update on research regarding the 2017 EDC Budget item 'MABA Dues'.
  - Staff reported that the EDC is not paying any dues to MABA.
- d. Communications Director Deborah Guthrie provided a summary regarding the following:
  - New Year's Eve event (fireworks display and commemorative video).
  - 175<sup>th</sup> Anniversary events and dates.
  - Enactment Day Celebration on February 16<sup>th</sup>, 2017.

## 12. CHAIR REPORT

- Chair Buck updated the EDC Board on the events he has attended including MABA's 20<sup>th</sup> Anniversary Wine and Cheese Tasting at Dusty's Cellar.
- Attended the Old Town Commercial Marquee event in Lansing.
- Informed the EDC he received an update on the progress of the Costco project from Manager Walsh.

## 13. STAFF REPORT

- a. Development Projects Update – EDC staff provided updates on the status of proposed and ongoing projects within the Township. Report on file.

## 14. TOWNSHIP MANAGER REPORT

None.

## 15. TOWNSHIP BOARD REPORT

- Trustee Deschaine provided an update on Township Board activities including:
  - 2017 Goal Setting Agenda.
  - Boards and commissions appointments completed.
  - Township Manager Evaluation Completed.
  - Zoning amendment to Industrial zoning districts.
  - Plans for solving the pension liability issue.

- Overtime issues addressed by Board.
- Board study session held on DAS –Distributed Antennae System.
- Master plan close to final approval.
- Current investment policy approved by new Board.
- Trustee Deschaine provided a list of the 2017 Action Plan-Manager's Draft 2017 Goals (Report on file).

16. OPEN DISCUSSION/BOARD COMMENTS

EDC discussion:

- Member Ledebuhr attended the Smart Growth for the 21<sup>st</sup> Century hosted by the Greater Lansing Association of Realtors.
- He stated that Meridian Township was very well represented by the staff and board members that attended.

17. PUBLIC REMARKS

- Environmental Commission Chair Bill McConnell introduced himself and stated he will be attending EDC meetings to increase coordination between the EDC and Environmental Commission.

18. NEXT MEETING DATE:

- a. March 2, 2017, 7:30 am, Town Hall Room, Meridian Municipal Building.

19. ADJOURNMENT

Hearing no objection, Chair Buck adjourned the meeting at 8:50 a.m.