



AGENDA
CHARTER TOWNSHIP OF MERIDIAN
PLANNING COMMISSION – WORK SESSION
August 14, 2017 6PM



1. Call meeting to order at approximately 6:00 p.m.
2. Approval of agenda
3. Discussion
 - A. Shaping the Avenue presentation
4. Public Remarks
5. Adjournment

All comments limited to 3 minutes, unless prior approval for additional time for good cause is obtained from the Chairperson.

Individuals with disabilities requiring auxiliary aids or services should contact Township Manager Frank L. Walsh, 5151 Marsh Road, Okemos, MI 48864 or 517.853.4258 - Ten Day Notice is Required. Meeting Location: 5151 Marsh Road, Okemos, MI 48864

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AGENDA
CHARTER TOWNSHIP OF MERIDIAN
PLANNING COMMISSION – REGULAR MEETING
August 14, 2017 7PM



1. Call meeting to order at approximately 7:00 p.m.
2. Approval of agenda
3. Approval of minutes
 - A. July 24, 2017 Regular Meeting
 - B. July 24, 2017 Work Session
4. Public Remarks
5. Communications
 - A. Joyce Palmerton RE: Special Use Permit #17041
 - B. Shaping the Avenue Team RE: proposed form-based code
6. Public Hearings
 - A. Special Use Permit #17041 (Shine), establish adult foster care small group home at 1433 Wilshire Road.
 - B. Zoning Amendment #17010 (Township Board), amend Sections 86-378 and 86-439 to allow golf courses to be counted as open space in the Planned Unit Development (PUD) ordinance and Planned Residential Development (PRD) ordinance.
7. Unfinished Business
 - A. None
8. Other Business
 - A. Shaping the Avenue initiative
 - B. Master Plan update
9. Township Board, Planning Commission officer, committee chair, and staff comments or reports

All comments limited to 3 minutes, unless prior approval for additional time for good cause is obtained from the Planning Commission Chairperson. Meeting Location: 5151 Marsh Road, Okemos, MI 48864

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10. Project Updates
 - A. New Applications - NONE
 - B. Site Plans Received
 1. Site Plan Review #17-05 (Saroki), redevelop Haslett Marathon station at 1619 Haslett Road.
 - C. Site Plans Approved
 1. Site Plan Review #17-04 (Verizon Wireless), install 90 foot tall cell tower at 4888 Dawn Avenue.
 2. Site Plan Review #17-15-02 (Ellison Brewery), construct outdoor seating area at 4903 Dawn Avenue.
11. Public Remarks
12. Adjournment

Post Script: Samantha Baruah

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

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

TENTATIVE PLANNING COMMISSION AGENDA

AUGUST 28, 2017

Regular Meeting

1. Public Hearings
 - A. None
2. Unfinished Business
 - A. Special Use Permit #17041 (Shine), establish adult foster care small group home at 1433 Wilshire Road.
 - B. Zoning Amendment #17010 (Township Board), amend Sections 86-378 and 86-439 to allow golf courses to be counted as open space in the Planned Unit Development (PUD) ordinance and Planned Residential Development (PRD) ordinance.
3. Other Business
 - A. Master Plan update
 - B. Shaping the Avenue initiative

CHARTER TOWNSHIP OF MERIDIAN
PLANNING COMMISSION
REGULAR MEETING MINUTES

DRAFT

July 24, 2017

5151 Marsh Road, Okemos, MI 48864-1198
517-853-4560, Town Hall Room, 7:00 P.M.

PRESENT: Commissioners Cordill, Ianni, Lane, Premoe, Richards,
Scott-Craig, Tenaglia (arrived 7:04)
ABSENT: Commissioners Baruah and DeGroff
STAFF: Director of Community Planning and Development Mark Kieselbach, Senior
Planner Peter Menser

1. Call meeting to order

Chair Ianni called the regular meeting to order at 7:34 P.M.

2. Approval of agenda

Commissioner Tenaglia moved to approve the agenda.

Seconded by Commissioner Cordill.

VOICE VOTE: Motion carried unanimously.

3. Approval of Minutes

June 26, 2017 Regular Meeting

Commissioner Richards moved to approve the regular meeting minutes of June 26, 2017 with a correction.

Seconded by Commissioner Lane.

VOICE VOTE: Motion carried.

4. Public Remarks

None

5. Communications

A. LeRoy Harvey RE: Meridian Climate Plan

B. David E. Pierson RE: Opposition to Proposed Urban Service Boundary

C. LeRoy Harvey RE: Climate Sustainability Plan

6. Public hearings

A. Special Use Permit #17-03031 (Chvala), amend existing special use permit to install changing message sign at 5140 Times Square Plan

Chair Ianni opened the Public Hearing at 7:37 p.m.

Senior Planner Menser outlined the case for discussion, he also remarked staff has provided a motion to suspend Planning Commission By-laws in order to make a decision at this meeting and a motion to approve has been provided if needed.

There were no public remarks.

Commissioner Tenaglia moved to suspend the Planning Commission By-laws in order to make a decision on 6.26.17 as requested by the applicant.

Seconded by Commissioner Premoe.

Commissioner Scott-Craig stated his opposition to suspending the Planning Commission By-laws saying it was unnecessary.

Commissioner Cordill stated her opinion that the case should be heard before the bylaws were suspended.

Commissioner Richards asked the applicant why he would like to have a decision from the Planning Commission at tonight's meeting.

Mr. Chvala replied he is trying to get the sign ordered but does not want to do so without knowing the decision of the Planning Commission.

Commissioner Premoe asked the applicant what time of the day the sign's message is changed.

Mr. Chvala replied the sign is changed in the morning before it is turned on at approximately 8:00 a.m. and does not change again until the next morning before being turned on. The sign does not change at all during business hours. He stated the automated sign is a great deal easier for the employees to change.

Commissioner Scott-Craig commented he would not support a changing sign as he does not want to set a precedent. He asked the applicant if there was any demonstrable impact on business.

Mr. Chvala explained if people are able to see what the flavor of the day is, they can decide to stop in or not. He cited an example of one of the Township employees who stated she was glad she would be able to see the flavor of the day so she can decide when she drives by whether or not to stop.

Commissioner Richards stated there is currently a changing sign on the building and moving it as well as decreasing the size will increase public safety as it will be easily seen from the road without having to turn away from the road to see it.

Commissioner Cordill stated she is no fan of the changing signs and would not like to set a precedent that would increase the number of changing signs. She asked Senior Planner Menser if allowing this sign would set a precedent.

Senior Planner Menser stated decisions made by the Planning Commission do not set precedent or policy. The Planning Commission does not have to allow changing signs going forward because of approving this sign.

Commissioner Premoe said each decision is based on the merit of the individual case. He stated his support for this sign saying it will be less distracting than the sign on the building

and it is smaller.

Commissioner Tenaglia agreed with Commissioner Premoe and added her support.

Chair Ianni asked for a vote on suspending the Planning Commission By-laws

VOICE VOTE: YEAS: Commissioner Tenaglia, Lane, Premoe, Cordill, Richards,
and Chair Ianni

NAYS: Commissioner Scott-Craig

Motion carries: 6-1.

Commissioner Lane moved to approve Special Use Permit #17-03031 (Chvala)

Seconded by Commissioner Tenaglia

VOICE VOTE: YEAS: Commissioner Lane, Tenaglia, Richards, Premoe, and Chair Ianni

NAYS: Commissioners Scott-Craig and Cordill

Motion carries: 5-2.

Chair Ianni closed the public hearing at 8:08 p.m.

7. Unfinished Business

None

8. Other Business

None

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

Commissioner Scott-Craig attended the July 6 Economic Development Committee Meeting, the July 5 Environmental Commission meeting, the July 19 Corridor Improvement Authority Meeting and the Brownfield Redevelopment Authority meeting on July 14. He gave a brief overview of the meetings

Commissioner Premoe commented that he attended an orientation meeting with staff and found it to be very helpful. He said he appreciated the well wishes from everyone before and after his recent surgery

10. Project Updates

A. New Applications - NONE

B. Site Plans Received-NONE

C. Site Plans Approved-NONE

11. Public Remarks

None

12. Adjournment

Chair Ianni adjourned the regular meeting at 8:17P.M.

Respectfully Submitted,

Angela M. Ryan
Recording Secretary

CHARTER TOWNSHIP OF MERIDIAN
TOWNSHIP BOARD SPECIAL JOINT MEETING - **DRAFT** -
5151 Marsh Road, Okemos, MI 48864-1198
853-4000, Town Hall Room
MONDAY, JULY 24, 2017 **6:00 P.M.**

BD

MK

PRESENT: Supervisor Styka, Clerk Dreyfus, Treasurer Brixie, Trustees Jackson, Opsommer, Sundland
ABSENT: Trustee Deschaine

PRESENT: Planning Commission Chair Ianni, Commissioners Cordill, Lane, Premoe, Richards, Scott-Craig, Tenaglia
ABSENT: Commissioner Baruah, DeGroff

STAFF: Township Manager Frank Walsh, Assistant Township Manager/Director of Public Works and Engineering Derek Perry, Director of Community Planning & Development Mark Kieselbach, Senior Planner Menser

1. CALL MEETING TO ORDER

Supervisor Styka called the meeting to order at 6:00 P.M.

2. PLEDGE OF ALLEGIANCE

Supervisor Styka led the Pledge of Allegiance.

3. ROLL CALL

The secretary called the roll of the Board and Senior Planner Menser called the roll of the Planning Commission.

4. APPROVAL OF THE AGENDA

Treasurer Brixie moved to approve the agenda. Seconded by Trustee Opsommer.

VOICE VOTE: Motion carried 6-0.

5. BOARD DISCUSSION ITEMS

A. Draft 2017 Master Plan

Director Kieselbach summarized the draft Master Plan as outlined in staff memorandum dated July 20, 2017.

Board and Planning Commission discussion:

- Definition of complete streets
- Sustainability tool kit as a measurement of the development process within the Township
- Existing Land Use Map (Map 10) - Service Center parcel should be designated institutional
- Future Land Use Map (Map 1) - belief the post office and central fire station parcels should be designated institutional, not mixed use core to be consistent with the Existing Land Use Map
- Mixed use core designation does not yet exist so the post office and central fire station would not be shown as such on the Existing Land Use Map (Map 10)
- Belief the concept is the mixed use core will encompass all possible Future Land Use categories
- Originally, the mixed use core did not extend to Central Park Drive between Okemos and Marsh Roads, but was promoted after a meeting with various developers and other stakeholders with land use interest in the community
- Concept of the mixed use core will permit every use within the community
- Existing Land Use Map (Map 10) and the Future Land Use Map (Map 1) should not show previously abandoned Methodist Street as going all the way through

- Idea behind Potential Intensity Change Areas (PICAs) is increased intensity and walkability; all PICAs show future additional road networks and parking along major streets
- Belief the concept of a PICA zone is increased density in a targeted area
- Concern with exclusion of the Downtown Okemos PICA zone
- Belief a lack of connection to the greenspace plan continues to exist in the Master Plan
- Continued concern with elimination of a contiguous eastern third of the Township
- Concern with “developer based” vision for future Township population
- Future Land Use Map (Map 1) changes the status of the non-parks parcels at and near the intersection of Lake Lansing and Marsh Roads which should remain commercial
- Current Future Land Use Map shows the parcels at or near the intersection of Lake Lansing and Marsh Roads as residential
- Current commercial uses at or near the intersection of Lake Lansing and Marsh Roads should be changed to commercial use; Watershed, Cone Zone, Quality Dairy, Mayfair, Mayfair parking lot (further east), Blue Gill Grill
- For the eastern portion of Marsh Road going north towards Lake Lansing past Haslett Road, suggestion to change the parcels which currently house older existing apartment complexes to MR (5-14 dwelling units/acre)
- Concern with the size and depth of lots in question (.2 acre)
- Subject area is known as Nemoke Village and has special RN zoning – possibility of extending the mixed core to have flexibility in order to find the best uses along that portion of Marsh Road
- Concern with implementing “ad hoc” planning and zoning at this meeting
- Preference to allow the subject area to move toward the “tiny little” house concept
- R3 designation on the Future Land use Map (Map 1) for the subject area would limit it to single family homes
- Single family homes, duplexes and multi-family are permitted uses in the underlying RN zoning
- PICA zones were established by the Planning Commission to deter urban sprawl, save on infrastructure and preserve green space
- Planning Commission attempted to provide housing options for the “missing middle” (walkable urbanism)
- Adopted Master Plan becomes the “road map” for future development and sets the framework for implementing zoning changes
- Belief the Future Land Use Map (FLUM) has previously been used as a tool “against” the Township
- Adoption of the FLUM does not change the underlying zoning
- Objective A of the previous Master Plan was to emphasize single family owner occupied homes
- Explanation of the Master Plan process and its intent to create different types of neighborhoods which do not yet exist
- Belief the Master Plan will draw infill development into designated PICA zones
- Mixed use core concept covers three targeted areas which deters urban sprawl and protects green space

5. COMMENTS FROM THE PUBLIC

Supervisor Styka opened Public Remarks.

Lucy Maillette, Four Corners Alliance (Okemos/Hamilton Corridor), 2418 Indian Hills Drive, Okemos, stated Meridian Township needs to not be so heavily influenced by developers. She believed more residents should be involved in the revitalization process.

Doris Schwartz, 2209 Kent Street, Okemos, noted one Township goal is to preserve and protect existing residential neighborhoods. She addressed the proposed roadway (Methodist Street) which would intersect her home as shown in the Okemos PICA. Ms. Schwartz indicated the consensus of the Board is to abandon Methodist Street and she would like to see it converted to a pathway.

Neil Bowlby, 6020 Beechwood Drive, Haslett, requested the Urban Services Boundary (USB) map show the extent of the Georgetown Sewer payback district.

Trustee Opsommer suggested the Planning Commission discuss and deliberate on the abandonment of Methodist Street.

Supervisor Styka closed Public Remarks.

6. ADJOURNMENT

Treasurer Brixie moved to adjourn. Seconded by Clerk Dreyfus.

VOICE VOTE: Motion carried 6-0.

Supervisor Styka adjourned the meeting at 7:26 P.M.

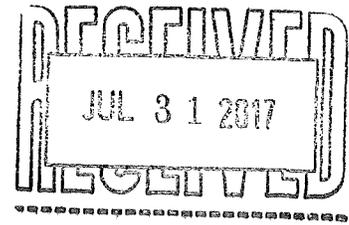
RONALD J. STYKA
TOWNSHIP SUPERVISOR

BRETT DREYFUS, CMMC
TOWNSHIP CLERK

Sandra K. Otto, Secretary

Peter Menser

From: Joyce Palmerton <joycepalmerton@ymail.com>
Sent: Monday, July 31, 2017 10:10 AM
To: Peter Menser
Subject: sspecial use permit #17041



Peter,

Allan and I both support Melinda Shine. From the moment she looked at the property she made it known what her intentions were and we're excited to have her in the neighborhood.

Thank you.....Joyce and Allan Palmerton @1418 Wilshire.

SHAPING THE AVENUE

UNIQUE PLACES AND COMMUNITY SPACES

To: Meridian Township Planning Commission

From: Shaping the Avenue Team

Date: August 7, 2017

Re: Draft #1 of Proposed Form-Based Code and Code Integration Strategy

Shaping the Avenue is a multi-jurisdictional partnership between the municipalities of Lansing, Lansing Township, East Lansing, Meridian Township, and the Capital Area Transportation Authority (CATA) who are working to coordinate land use and street design regulations to guide future development along the Michigan and Grand River avenues (the Avenue) toward its full potential. The community vision for the 8.5-mile corridor from the Capitol in the City of Lansing to Dobie Road in Meridian Township calls for an environment that supports residents, businesses, cyclists, drivers, pedestrians and transit users. A Technical Committee comprised of public- and private-sector representatives from each of the communities guides the initiative.

In Meridian Township, this effort is focused on drafting regulations to help implement the vision described in the Township's new Master Plan (2017), as well as the regional vision for Michigan and Grand River avenues described in Tri-County's *Capitol Corridor* vision (2014). One objective of the Shaping the Avenue process is to have some consistency among the four communities to implement the vision and make the development review process more predictable across jurisdictions for both developers and the public. But there is also a recognition that each community needs to tailor the code to the planned character of various districts, as described in each community's master plan. In addition, the code needs to be integrated into each community's existing regulatory framework (i.e. organized in a way that best fits in the community's zoning ordinance).

This memo outlines the rationale behind the recommendations on the zoning amendments including the types of districts and how to best integrate the draft Shaping the Avenue form-based code into the current zoning ordinance. This background on the strategic thinking should be considered as you review the draft code language and regulating plan map.

Approach

First is to determine if the new code will be integrated through an amendment to one or more existing zoning districts along the corridor, or if a new zoning district(s) or overlay is a better strategy. In making that determination, there are several factors such as:

1. Do the existing districts regulate lands outside the corridor or just along Grand River Avenue and in Okemos Village?
2. How deep beyond the front parcels will the code cover?
3. Which option will cause the least disruption or concern by current property owners (for example, will the change require a rezoning of each parcel or can it be accomplished through text amendments or an optional overlay where the current zoning would remain in place).

Second, once a decision is made on the district selection, other sections of the existing zoning ordinance need to be evaluated to identify if amendments are needed so that the new regulations can be integrated in a user-friendly way. For example, there may be new definitions that could be placed in the definition section or kept within the new form-based code (FBC) district. Sections such as the current parking or landscape sections may need to be amended or a reference to the new regulations added. The current Mixed Use PUD and Commercial PUD sections may also be revised or no longer applicable in the study area. Also, the access management regulations may need to be refined. A change of some type to the zoning map will also be needed.

As part of this process, the Shaping the Avenue team has reviewed the Meridian Township zoning ordinance and zoning map. We have had discussions with township staff and some officials for their initial reaction to options such as amending the MUPUD, the C-PUD or the Grand River Access Management Overlay district. After considering those options, in light of the criteria noted above, the team recommends that the most effective way to achieve the desired character is for two new separate districts. For the Okemos Village, we suggest a new mandatory district for Okemos Village. For the Grand River Avenue area, a new optional and incentivized overlay district has been drafted. Both of these will not apply to single-family districts and are intended to replace multiple-family and commercial districts into new mixed-use districts (not to be confused with MU-PUD, which is not being amended by this process and will continue to be an option for township properties outside of the corridor and Okemos).

1. Adopt new district for Okemos Village: This activity center, as identified in the Master Plan, is intended for the greatest level of design transformation to serve as a town center for the Township.

- Define new boundary for village center zoning, roughly following the DDA boundary.
- Adopt Shaping the Avenue form-based code as **mandatory** for this area (this would require a rezoning).

2. Adopt new corridor overlay district: Development along the corridor will be incentivized to choose an **optional** mixed-use form-based district that promotes pedestrian-oriented, multi-story, mixed-use development.

- New overlay to generally follow the Corridor Improvement Authority (CIA) district with the addition of adjacent multiple-family residential districts (single-family districts are not included). The currently zoned multiple-family residential areas will be able to choose the new residential form-based regulations that will encourage a variety of “missing middle” housing types identified in the Target Market Analysis (commercial will continue to be limited to the current commercial districts).
- Adopt Shaping the Avenue form-based code as **optional** for this area.

In terms of incentivizing the optional corridor overlay and discouraging the underlying C-2 and C-3 zoning districts, a number of factors can contribute to a developer's choice to choose a form-based overlay over the underlying zoning:

- Height bonus
- Inclusion of residential (currently not a permitted use in commercial districts)
- Traffic study waived (and require a more involved traffic study for traditional C projects)
- Shorter approval process (and perhaps adding steps for traditional C projects)
- Less parking required
- Inclusion of overlay-specific uses removed from underlying zoning (restaurants?)
- Amend the C districts to make mandatory some of the design factors that are currently among a list of options for a developer in an MU-PUD option
- Use some of the criteria listed in the current MU-PUD but make the list shorter and just include the more important factors

Building Form Standards

The Building Form Standards (BFS) use *placement* and *form* standards to shape the character of buildings as they frame the street-space or public realm. They also ensure that the buildings cooperate to form a functional block structure. The BFS aim for the minimum level of regulation necessary to meet these goals. The BFS establish both the boundaries within which things *may* be done and specific things that *shall* be done. This, with the Regulating Plan, will map intensity and character along the Avenue and in Okemos Village. The applicable standard(s) for a building project is determined by its street frontage – that is designated on the Regulating Plan. Regulating by street frontage allows a coherent and integrated street-space with less control of the private functions within the lot.

Street Design

The level of “transit support” is influenced by the density and design of private development of properties along the Avenue, which is regulated by the zoning ordinance. But another factor that affects the walk- and transit-friendliness of a corridor is the design of public space in the right-of-way. This includes the street and areas along the street (sidewalk or pathways, street trees, and other streetscape features). A goal of this project is to have the zoning for the private realm complement the design in the right-of-way (the public realm). For Meridian Township, the Grand River Avenue right-of-way is under the jurisdiction of the MDOT. Other rights-of-way, other than private roads/drives, are under the jurisdiction of the Ingham County Roads Department. The code can include some standards for the elements along the roads and their design, with approval of MDOT or the County required. Any desired changes within the curb-to-curb design of the roads would need to be endorsed by the road agency.

For Okemos Village, the proposal includes some traffic calming design features to have traffic at a more pedestrian appropriate speed and improve walkability and bikability. The future street design should support all modes of travel, including the Township's vision for future bus service in Okemos Village. Some design options explored so far include more pedestrian crossings, streetscape design elements, bike facilities, bus shelters, and perhaps some on-street parking. These can be included in the code, but will need to be coordinated with the road owners; the ultimate decision will be made by the County.

For Grand River Avenue, the code will include concepts for the streetscape and shared pathways (pedestrian and bike) along the roadway, with potential additional pedestrian crossings in the long

stretches where there are no traffic signals. Also bus stops would be relocated to be proximate to a traffic signal or new pedestrian crossing thresholds will be noted. The concept is that bus stops will be near clusters of development that will generate more transit trips, and that transit riders will have a safer and convenient walk to and from the bus stops, including across Grand River Avenue. These design concepts can be included in the code to help incentivize developers to include those provisions in the development plans. The Township would then work in partnership with MDOT to implement these changes as development or redevelopment occurs, and as part of any MDOT construction project along Grand River Avenue.

Code Integration

Zoning Map: A new “regulating plan” maps the form-based regulations for the Avenue and Okemos Village. This will show up as an overlay (Avenue) and new district (Okemos) on your zoning map. The regulating plan will be a separately published map in addition to the zoning map.

Proposed New Article IV Division 5 on Form-Based Districts:

1. Administration
 - a. Purpose
 - b. Applicability for Avenue Overlay (optional) vs. Okemos Village (mandatory) (draft included in your packet)
 - c. Administrative Adjustments
 - d. Nonconformities (unless your current nonconforming language suffices)
 - e. Incentives
2. Regulating Plan (draft included in your packet)
3. Building Form and Uses (draft included in your packet)
 - a. General Provisions
 - b. Form Standards by frontage type
 - i. General
 - ii. Storefront
 - iii. Townhouse/Small Apartment
 - iv. Tech Shop
 - c. Lighting/mechanical
4. Uses by frontage type
5. Road right-of-way design standards (streetscape, non-motorized, on-street parking and general road design)

Other Articles of Existing Ordinance Potentially to be Amended:

1. Article I Definitions
2. Article II Division 5 Site Plan Review (or include under “Administration” above)
3. Article IV Division 3 C-2 and C-3 Uses
4. Article V Division 6 Nonconforming
5. Article V Division 2 Fences, Walls, Screens
6. Article VIII Parking

7. Landscape:
 - a. Section 86-758 - Parking
 - b. Section 86-473 - Street trees
 - c. Section 86-402(13) - Perimeter landscaping
8. Section 86-441 Grand River Avenue Corridor Access Management Overlay District

**Special Use Permit #17041
(Shine)
August 14, 2017**

APPLICANT: Melinda Shine
14523 Ribbey Road
Haslett, MI 48840

STATUS OF APPLICANT: Property Owner

REQUEST: Establish an adult foster care small group home for three (3) residents

ZONING: RA (Single Family-Medium Density)

LOCATION: 1433 Wilshire Road

AREA OF SUBJECT SITE: Approximately .26 acres

EXISTING LAND USE: Single-Family Residential

MASTER PLAN DESIGNATION: Residential 1.25 – 3.5 du/a

**EXISTING LAND USES
IN SURROUNDING AREA:** North: Residential
South: Residential
East: Residential
West: Residential

**CURRENT ZONING
IN SURROUNDING AREA:** North: RB (Single Family-High Density)
South: RA (Single Family-Medium Density)
East: RA (Single Family-Medium Density)
West: RA (Single Family-Medium Density)

**COMP PLAN DESIGNATION
IN SURROUNDING AREA:** North: Residential 1.25 – 3.5 du/a
South: Residential 1.25 – 3.5 du/a
East: Residential 1.25 – 3.5 du/a
West: Residential 1.25 – 3.5 du/a



To: Planning Commission

From: *Peter Menser*
Peter Menser
Senior Planner

Date: August 10, 2017

Re: Special Use Permit #17041 (Shine), establish an adult foster care small group home at 1433 Wilshire Road.

Melinda Shine has requested a special use permit to establish an adult foster care small group home for three (3) residents at 1433 Wilshire Road. The proposed facility will operate 24 hours per day, 365 days per year. The applicant has stated at least one staff member will be on-site at all times to care for the residents. Staff will work overlapping full-time shifts.

The Adult Foster Care Facility Licensing Act (Act 218 of 1979) defines an adult foster care small group home as "an adult foster care facility with the approved capacity to receive 12 or fewer adults to be provided with foster care." As outlined in Section Three of the Act, adult foster care includes "facilities and foster care family homes for adults (a person 18 years of age or older) who are aged, mentally ill, developmentally disabled, or physically disabled who require supervision on an ongoing basis but who do not require continuous nursing care." Care may include assistance with bathing, grooming, dressing, eating, walking, toileting, or the administration of medication.

Adult foster care facilities are similar in scope and activities with other Institutions for Human Care listed in Section 86-654 (c)(1) of the Meridian Township Code of Ordinances and are evaluated as a non-residential use permitted by special use permit in a residential district. The State of Michigan, through the Department of Licensing and Regulatory Affairs (LARA), licenses assisted living facilities serving up to 20 residents as "Adult Foster Care Facilities." The applicant has received an Adult Foster Care Small Group Home license with a capacity of three (3) residents from LARA.

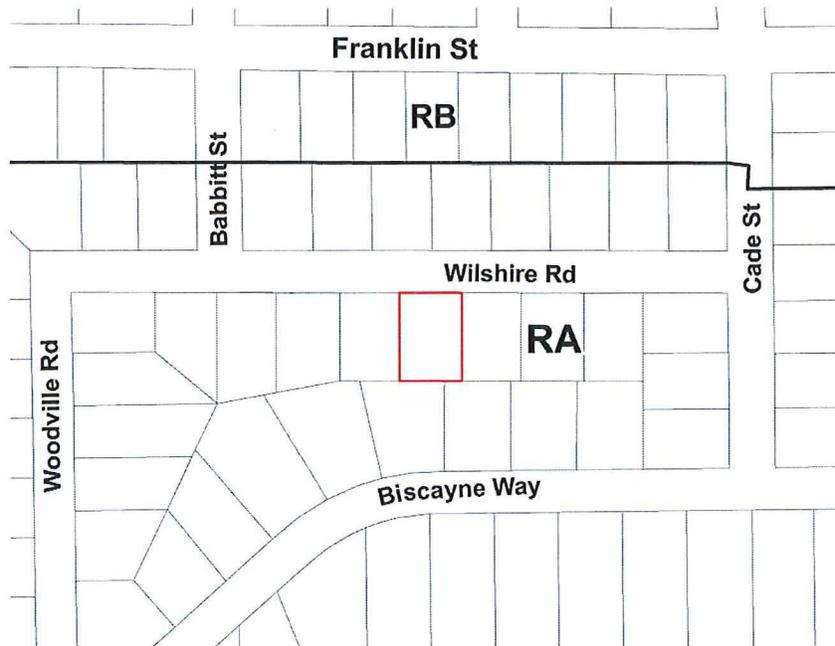
Master Plan

The 2005 Master Plan designates the subject site in the Residential 1.25-3.5 du/acre category.



Zoning

The 0.26-acre (11,340 square feet) site is zoned RA (Single Family-Medium Density) and has 90 feet of frontage on Wilshire Road. The subject parcel exceeds the RA district minimum requirements for both lot area (10,000 square feet) and lot width (80 feet).



Physical Features

The site is located on the south side of Wilshire Road, east of Babbitt Street, and is developed with an existing 1,056 square foot single-family home built in 1953. A breezeway connects a garage on the east side of the property to the principal structure. Site topography is generally flat in the front yard along Wilshire Road with an elevation of 878 feet above mean sea level. South of the residence, elevation dips from 874 feet near the house to approximately 868 feet at the southwest corner of the site.

The Township Wetland Map and the Flood Insurance Rate Map indicate neither wetlands nor floodplain are present on or near the site. The site has no special designation on the Township's Greenspace Plan.

Streets & Traffic

The site is approximately 300 feet east of the intersection of Wilshire Road and Babbitt Street. Wilshire Road provides direct access to the site. Wilshire Road is designated as a Local street on the Street Setbacks and Service Drives map (Section 86-367). Traffic count data is not available for Wilshire Road.

Adult foster care facilities are similar to assisted living complexes in scope. The Institute of Transportation Engineers Trip Generation Manual describes "assisted living" complexes as providing "routine general protective oversight or assistance with activities necessary for independent living to mentally or physically limited persons." The State of Michigan Department of Human Services describes "adult foster care facilities" as "providing personal care, supervision, and protection in addition to room and board." Using the Assisted Living land use category in the Institute of Transportation Engineers (ITE) Trip Generation Manual (Volume 8), staff estimates 8 vehicle trips are generated daily (per 24 hours) by a 3-resident facility based on the number of beds.

During the peak hours of the adjacent roadway (7:00 a.m. – 9:00 a.m. and 4:00 p.m. – 6:00 p.m.), a 3-resident facility generates 0.14 trips during the a.m. peak and 0.22 trips during the p.m. peak. A traffic assessment is required for new special uses which could generate between 50 to 99 directional trips during a peak hour of traffic. Based on the estimated trip generation, a traffic assessment was not warranted for this request.

The ITE Trip Generation Manual estimates 9.57 vehicle trips are generated daily by a detached single-family residence. During the peak hours of the adjacent roadway (7:00 a.m. – 9:00 a.m. and 4:00 p.m. – 6:00 p.m.), a detached single-family residence generates 0.75 trips during the a.m. peak and 1.01 trips during the p.m. peak.

In this case, the ITE Trip Generation Manual estimates less traffic is generated by a three-person adult foster care small group home than a single-family residence. Consideration should also be given for traffic resulting from staff, visitors, and potential visiting medical service providers, all of which may not be identified by the ITE Manual.

Utilities

The site is connected to the Township's public water and sanitary sewer systems.

Staff Analysis

The applicant is requesting a special use permit to establish an adult foster care small group home for three (3) residents. The use is permitted as a non-residential use in a residential district by special use permit. Nonresidential uses permitted in residential districts are evaluated using the nine general special use permit criteria listed in Section 86-126 of the Code of Ordinances, as well as the specific standards found in Sections 86-654 (e) and (f)(2), summarized as follows:

1. Preferable location at the edge of a residential district, abutting a business or industrial district, or a public open space.

Land used and zoned for single-family residential use abuts the site to the north, south, east, and west. The proposed use will be located in the middle of the Lakeview Heights subdivision.

2. All means shall be utilized to face any permitted nonresidential use on a major street.

The adult foster care facility faces Wilshire Road, which is designated as a Local street.

3. Motor vehicle entrance and exit should be made from a major street.

Ingress and egress will be from Wilshire Road, which is designated as a Local street.

4. Site locations are preferred that offer natural or manmade barriers that would lessen the effect of intrusion into residential areas.

Single-family residential borders the site to the north, south, east, and west.

5. The proposed nonresidential use will not require costly or uneconomic extensions of utility service.

The existing structure is connected to the public water and sanitary sewer systems.

6. Lot area and width shall not be less than specified for the district in which the proposed use is to be located.

The 0.26-acre (11,340 square feet) site is zoned RA (Single Family-Medium Density) and has 90 feet of frontage on Wilshire Road. The subject parcel exceeds the RA district minimum requirements for both lot area (10,000 square feet) and lot width (80 feet).

7. No building shall be taller than that permitted in the underlying zoning district.

The height of the building is approximately 16 feet as measured to the mean of the peaked roof; buildings are permitted up to 35 feet in the RA zoning district.

8. The building's appearance shall be harmonious and blend appropriately with the surrounding residential area.

The existing single-family home is surrounded by similar single-family residential to the north, south, east, and west. The appearance of the house is similar in style to those surrounding it.

9. Off-street parking spaces shall be provided as required by the zoning ordinance.

Homes for the Aged are required to provide one parking space for every two beds. With three beds/residents, two parking spaces are required. Parking for staff, visitors, and medical service providers should also be considered.

10. The structure and site must meet all current building, residential, fire, and property maintenance codes as adopted by the Township.

There are no outstanding code violations on file. If approved for a special use permit, an occupancy permit will be required from the Township Building Department prior to residents moving into the house.

The Planning Commission should take into consideration issues related to the use of an adult foster care small group home for three (3) residents, including hours of operation, number of employees, traffic, and parking. The Commission may place appropriate conditions on an approval to address these topics if desired.

Planning Commission Options

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

Attachments

1. Special use permit application and attachments
2. Special use permit criteria

G:\Community Planning & Development\Planning\SPECIAL USE PERMITS (SUP)\2017\SUP 17041 (Shine)\SUP 17041.pc1

SHINE HOUSE OF HASLETT
SPECIAL USE PERMIT APPLICATION



Part I A. Applicant
Melinda Shine 14523 Ribbey Road, Haslett, MI in Shiawassee County
Cell 517-290-0194
Interest in property: joint owner

B. Site address- 1433 Wilshire Road, Haslett, MI 48840
Parcel Number 33-02-02-11-354-011 (Lot Number 83 of Lakeview Heights No. 2)
Legal description – See attached warranty deed
Current zoning – RB single family high density minimum width 65'
Use for which permit is requested - Adult Foster Care Small Group Home
Project Name - Shine House of Haslett
Corresponding ordinance number – 86-374

C. Developer - not applicable (NA)

D. Architect, Engineer Planner or Surveyor – NA

E. Acreage of all parcels in the project – one 90' x 126' residential lot

F. Explain the project and development phases -**The Shine House of Haslett project is proposed as a 3-person "aging in community" residence with 24-hour supervision and care. This residence will be equivalent to a 4-person household. Other terms to describe this project include assisted living, elder care, or adult foster care (AFC) small group home as defined in the Michigan Adult Foster Care Act, 1979 PA 218, as amended. A Michigan AFC small group home license application for Shine House of Haslett is under review. Shine House cannot be operated without such license.**

Aging in community or aging in place refer to the ability of an elder (older adult) to remain in their community in a non-institutional setting. Remaining in one's community allows an elder to maintain relationships to both people and place and help to ensure successful aging. Aging in place is in direct contrast to the process of an elder forced to move to an institutionalized setting.

The term "development phases" is not applicable to Shine House.

G. Total number of:

Existing: 1 residential house with 3 bedrooms, 1 carport, 1 garage and 2 parking spaces

Proposed: NO CHANGE

H. Square footage: NO CHANGE

Usable Floor area: NO CHANGE

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 -

Shine House will provide 24-hour supervision and care which will require three full time and two part time caregiver employees. The owner/licensee/administrator Melinda Shine will be at the residence a minimum of 45 hours per week including 2 overnight shifts per week. Ms. Shine will provide resident transportation in addition to transportation from elder's family members. The elders will not drive or possess a vehicle.

At the beginning and end of each shift (generally eight hours) there will an overlap of caregivers. Per a Meridian Township Community Planning and Development representative, there are 2 parking spaces at 1433 Wilshire. The 1-car garage at Shine House will be utilized for parking as well. A reasonable expectation for traffic and parking is one to two cars to account for caregiver and a visitor during daylight hours. As with any family, more visitors are likely at holidays. This expectation of vehicles and parking is consistent with a 4-person family.

J. Existing Recreation: NA

Existing Open Space: NA

K. If Multiple Housing: NA

L. The following support materials are attached to the application:

~~1. Nonrefundable Fee~~

2. Legal Description of the property – see warranty deed

3. Evidence of fee or other ownership of the property – **Holder of bank mortgage**

4. **Site Plan -see attachment** (*site plan and survey are the same*)

5. NO Architectural sketches required as no buildings are proposed. A backyard deck may be proposed in the future and any required permits will be pursued.

6. NO Traffic Study required per Township representative.

7. Natural features assessment - A free standing wheelchair ramp (not attached to the house) has been constructed. NO CHANGES TO THE EXISTING LOT ARE PROPOSED. Melinda Shine requests that the Director of Community Planning and Development waive the required natural features assessment as it is not applicable.

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: NOT APPLICABLE

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: NOT APPLICABLE

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: NOT APPLICABLE

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) Shine House is consistent with the intent and purposes of this chapter as Shine House proposes a residential use similar to a family of 4.

(2) Shine House will be consistent with applicable land use policies contained in the Township's comprehensive development plan of current adoption.

(3) Shine House has not altered the existing design and construction. Shine House will be 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. From the exterior, the only change has been the construction of a wheelchair ramp by a professional contractor specializing in "aging in place" renovation.

(4) Shine House will not adversely affect or be hazardous to existing neighboring uses.

(5) Shine House will not be detrimental to the economic welfare of surrounding properties or the community as it will function as any other residential use.

(6) Shine House will be adequately served by public facilities, such as existing roads, schools, stormwater drainage, public safety, public transportation, and public recreation.

(7) Shine House will be adequately served by the existing public sanitation facilities.

(8) Shine House 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 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

Melinda Shine

6/30/17

Signature of Applicant

Date

MELINDA SHINE

Fee: \$500

Received by/Date: ptm 6-30-17

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. S.

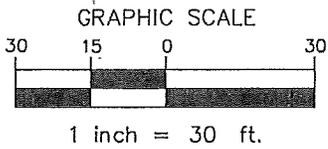
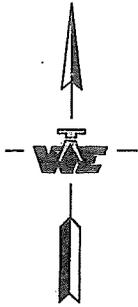
Special Use Permit Application Attachment
Site Plan Requirements Per Section 86-124(c)(4)

Site Plan is the lot Survey (page 3 B)

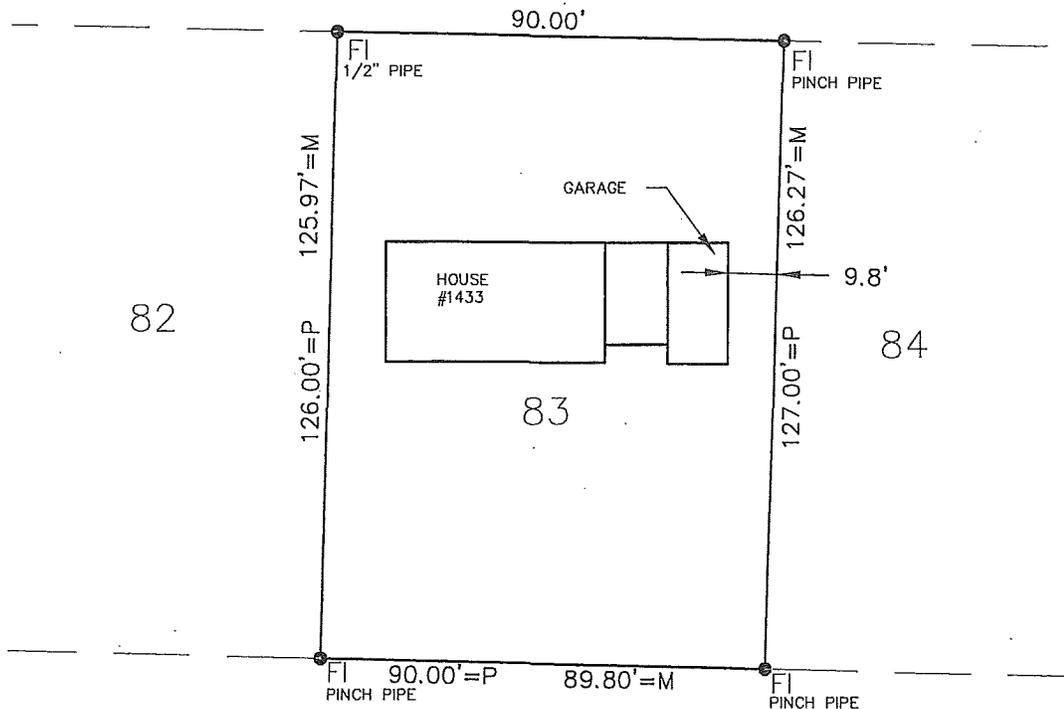
A site plan, drawn to a legible scale, containing the following information where applicable:

- a. Boundaries of the subject property. *No change*
- b. Total area of the subject property. *No change*
- c. Location of all existing and proposed structures. *No change*
- d. Approximate location and distance of all structures within 100 feet of the subject property. *See attached addresses*
- e. Uses of existing and proposed buildings, on the subject site. *No change*
- f. Proposed means of vehicular and pedestrian ingress and egress to the subject property. *No change*
- g. Public and private roads and streets, rights-of-way, and easements, indicating names and widths, which abut or cross the site. *No change*
- h. Existing and proposed parking spaces, and vehicular and pedestrian circulation patterns. *2 parking spaces and garage (1 car)*
- i. The buildable area of the subject property indicating all required setbacks, yards and open space.
- j. Zoning classification of the subject and adjacent properties.
- k. Existing and proposed fencing, screening, landscaping, and buffers. *See picture of current view.*
- l. Location and sizes of existing utilities including power lines and towers, both above and below the ground. *No change*
- m. Amount and location of all impervious surfaces. *No change*
- n. The verified boundaries of all natural water features and required setback lines. *NA*

LOT SURVEY



WILSHIRE ROAD



DESCRIPTION:

LOT 83, LAKEVIEW HEIGHTS NO. 2, A SUBDIVISION ON PART OF THE WEST 1/2 OF THE SOUTHWEST 1/4 OF SECTION 11, TOWN 4 NORTH, RANGE 1 WEST, MERIDIAN TOWNSHIP, INGHAM COUNTY, MICHIGAN.

CERTIFICATION:

I HEREBY CERTIFY THAT WE HAVE SURVEYED THE ABOVE DESCRIBED LOT, AND THAT WE HAVE FOUND OR SET, AS NOTED HEREON, PERMANENT MARKERS TO ALL CORNERS OF SAID LOT AND THAT ENCROACHMENTS OF A PERMANENT NATURE, IF ANY, ARE SHOWN HEREON. SAID LOT SUBJECT TO ALL EASEMENTS, RESTRICTIONS AND RIGHTS-OF-WAY OF RECORD.

LEGEND

ALL DIMENSIONS ARE IN FEET AND DECIMALS THEREOF

- D= DEEDED
- P= PLATTED
- M= MEASURED
- PROPERTY CORNER IRON ●
- CONCRETE MONUMENT ○
- FENCE LINE -x-x-x-x-
- FI= FOUND IRON
- SI= SET IRON

WOLVERINE
Engineers & Surveyors, Inc.
312 North Street
Mason, Michigan 48854
Ph: 517-676-9200
Fx: 517-676-9396
<http://www.wolveng.com>

SURVEY FOR: SHINE LOT SURVEY	
FIELD SURVEY: MJ & MC	DATE: 11/06/2015
DRAWN: LDR	JOB NO.: 15-0654
SCALE: 1" = 30'	SHEET: 1 OF 1



GREG VAUGHN, P.S. #41113

2016 – Shine House at 1433 Wilshire Road, Haslett



2017 – Shine House with wheelchair ramp (not attached to house) installed over existing front stoop and sidewalk.





RICK SNYDER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
BUREAU OF HEALTH CARE SERVICES

SHELLY EDGERTON
DIRECTOR

August 1, 2017

Clerk
Township of Meridian
5151 Marsh Rd.
Okemos, MI 48864-1198



Dear Clerk:

As required by Section 400.732 (2) of the Adult Foster Care Licensing Act, "The department shall notify the clerk of the city, village, or township of all newly licensed adult foster care facilities within 30 days after the issuance of a license."

Shine House of Haslett License # AS330382303
1433 Wilshire Road
Haslett, MI 48840

This is notification that the above adult foster care facility license has been opened effective 7/28/2017 with a capacity of 3.

Sincerely,

Jay Calewarts, Director
Adult Foster Care/HFA and Camps Licensing
Bureau of Community and Health Systems

SPECIAL USE PERMIT – REVIEW CRITERIA
(Section 86-126, Code of Ordinances)

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

The applicant shall assure that:

- (1) The project is consistent with the intent and purposes of this chapter.
- (2) The project is consistent with applicable land use policies contained in the township's comprehensive development plan of current adoption.
- (3) The project is designed, constructed, operated, and maintained so as to be harmonious and appropriate in appearance with the existing or intended character of the general vicinity and that such a use will not change the essential character of the same area.
- (4) The project will not adversely affect or be hazardous to existing neighboring uses.
- (5) The project will not be detrimental to the economic welfare of surrounding properties or the community.
- (6) The project is adequately served by public facilities, such as existing roads, schools, stormwater drainage, public safety, public transportation, and public recreation, or that the persons or agencies responsible for the establishment of the proposed use shall be able to provide any such service.
- (7) The project is adequately served by public sanitation facilities if so designed. If on-site sanitation facilities for sewage disposal, potable water supply, and stormwater are proposed, they shall be properly designed and capable of handling the long term 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.



To: Planning Commission

From: 
Peter Menser
Senior Planner

Date: August 8, 2017

Re: **Zoning Amendment #17010 (Township Board), amend Sections 86-378 and 86-439 of the Code of Ordinances to allow golf courses to be counted as open space in the Planned Residential Development (PRD) and Planned Unit Development (PUD) ordinances.**

At its regular meeting on June 20, 2017, the Township Board voted 6-0 to initiate a zoning amendment to the Code of Ordinances to amend Sections 86-378 and 86-439 of the Code of Ordinances to allow golf courses to be counted as open space in the Planned Residential Development (PRD) and Planned Unit Development (PUD) ordinances. Since that meeting, staff published a legal notice for the zoning amendment and scheduled the public hearing.

Section 86-378 of the Code of the Ordinances is the Planned Residential Development Overlay District (PRD). The stated purpose of the PRD district is to “preserve natural features and open space by allowing flexibility and alternative design standards for single-family residential developments.” In a PRD, lot dimensions (lot area and lot width) and setbacks can be reduced from the standards of the underlying zoning district, but the number of dwelling units in a proposed development can’t exceed the number of dwelling units that could have been developed under conventional subdivision development.

The mechanism for the reduction in lot dimensions and setbacks is to use the standards from another, higher density, zoning district, as established in the table found in Section 86-378(e)(2) of the Code of Ordinances. For example, the Georgetown subdivision at Tihart Road/Powell Road is located in the RA (Single Family-Medium Density) zoning district. Georgetown was developed as a plat using the PRD overlay district, which allowed the lot dimensions and setbacks from the RB (Single Family-High Density) zoning district to be used. So instead of 10,000 square foot lots with 80 feet of frontage, Georgetown uses the RB district standards of 8,000 square foot lots and 65 feet of frontage.

In exchange for the reduction in lot dimensions and setbacks, a minimum of 20% of a development is required to remain as open space, which the ordinance defines as “an area of land within the PRD development parcel essentially unimproved, except for recreational facilities, which is conveyed or dedicated to an entity approved by the Township Board and set aside for the enjoyment of the residents of the development, their guests, and/or the general public.” All open space is required by ordinance to be protected in perpetuity by establishment of a restrictive covenant or other such mechanism. The ordinance allows for 50% of the preserved open space to be used for “active recreational amenities,” if the amenities are designed to limit adverse impacts on important natural features preserved in conformance with the purposes of the PRD district.

Zoning Amendment #17010 (Township Board)
Planning Commission (August 14, 2017)
Page 2

The proposed zoning amendment clarifies the language in the PRD ordinance to establish that golf courses can be counted as an “active recreational amenity.” The amendment excludes structures (clubhouse, accessory buildings), appurtenances (driving ranges, pools, tennis courts), and surface parking from being counted as open space. Only the land area used for golf (fairways, putting greens, and roughs) can be used as an “active recreational amenity” within the preserved open space. Additionally, the proposed amendment increases the percentage of land area within the preserved open space that can be used for an “active recreational amenity” from 50 percent to 75 percent when the “active recreational amenity” includes a golf course.

The proposed zoning amendment also addresses the provisions of Section 86-439, the Planned Unit Development (PUD) ordinance. The PUD ordinance allows a developer to propose a residential project with diverse housing types that may or may not meet the lot dimensions and setbacks prescribed in the underlying zoning district. Yard, setback, lot size, type of dwelling unit, height, frontage requirements, and use restrictions are generally waived in a PUD, and density may be increased by 25 percent when a developer provides unique and extraordinary amenities.

In exchange for this flexibility and increase in density, a minimum of 50% of the project area, excluding wetlands and floodplains, must be preserved as “common open space,” which is defined as “a parcel or parcels of land or an area of water or a combination of land and water designed and intended for the use or enjoyment of the residents of the PUD or of the general public.” The ordinance prohibits proposed streets, rights-of-way, open parking areas or commercial areas, and golf courses from counting towards the 50% open space requirement. It notes that features such as recreational trails, picnic areas, children's play areas, greenways, or linear parks may be included in a common open space. All common open space is required by ordinance to be protected in perpetuity by establishment of a restrictive covenant or other such mechanism.

The proposed zoning amendment would allow golf courses to be counted towards the 50% open space requirement in a PUD. Like the PRD district, the amendment would exclude structures (clubhouse, accessory buildings), appurtenances (driving ranges, pools, tennis courts), and surface parking from counting being counted as open space.

There are currently four golf courses in Meridian Township; the Indian Hills (9-holes) on Nakoma Drive, Meridian Sun (18-holes) on Haslett Road, Lake of the Hills (9-holes) on Lac Du Mont Drive, and Walnut Hills (18-holes) on Lake Lansing Road. College Fields, an 18-hole course on Hagadorn Road, is technically located in the City of Lansing due to a Public Act 425 agreement between the Township and the City. The proposed zoning amendment would allow a new or existing golf course to count towards open space if developed or redeveloped using the PUD or PRD ordinances.

A draft ordinance incorporating the proposed changes to the PRD and PUD zoning districts is attached. Proposed changes are noted in bolded uppercase letters. After the public hearing staff will send a copy of the proposed amendment to the Township Attorney for review and comment.

Zoning Amendment #17010 (Township Board)
Planning Commission (August 14, 2017)
Page 3

Planning Commission Options

The Planning Commission may recommend approval as written, recommend approval of a revised version, or recommend denial of the proposed zoning amendment. A resolution will be provided at a future meeting.

Attachments

1. Draft PUD ordinance language dated August 10, 2017
2. Draft PRD ordinance language dated August 10, 2017

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Chapter 86 : **Zoning**
Article IV **District Regulations**
Division 4 **Other Districts**
Section 86-439 Planned unit development.

(a) Purpose. The intent of this district is to permit greater flexibility and consequently more creative design of residential areas than is possible under conventional zoning regulations. It is the intention of this section to allow flexibility without sacrificing established values and rights to adequate light, air, noise, and privacy. It is further intended to promote open space and more cost efficient housing, circulation systems, utilities, and use of land. A premise basic to this section is to consider only developments that will result in lasting value and make a contribution to both social and economic stability in the Township. Finally, because flexibility is inherent in the concept of a PUD, a higher degree of public direction and scrutiny is an essential part of this section. These provisions are set forth in the following subsections of this section. In addition, prospective PUD developers should be aware that final decision of approval or denial of a planned unit development, even though the planned unit development appears to meet the written and outlined criteria as listed in this section, remains with the Township Planning Commission and, in turn, the Township Board at the time and manner as in described in this section.

(b) Minimum PUD performance objectives.

(1) - (12) Remain as written.

(c) General restrictions and standards.

(1) - (6) Remain as written.

(7) Density. The total number of dwelling units permitted shall be determined in accordance with the following stipulations:

a. - d. Remain as written.

e. In certain instances the density permitted in a PUD based on subsections (c)(7)a—d of this section may exceed the maximum density shown on the comprehensive development plan map for the development site. In these instances, the density computed by subsection (c)(7)a and b of this section ~~supercedes~~ **SUPERSEDES** the comprehensive development plan map as well as other requirements set forth in this title for compliance with the comprehensive development plan.

(8) Open spaces. "Common open space" is defined as a parcel or parcels of land or an area of water or a combination of land and water designed and intended for the use or enjoyment of the residents of the PUD or of the general public. Preservation of attractive site features and diversity of features is encouraged. Common open space does not include proposed streets, rights-of-way, open parking areas, **AND** ~~or~~ commercial areas, ~~and~~ golf courses. Common open space may include a recreational trail, picnic area, children's play area, greenway, ~~or~~ linear park, **OR GOLF COURSE. AS USED IN THIS SECTION, A GOLF COURSE DOES NOT INCLUDE ANY STRUCTURE, APPURTENANCE, OR SURFACE PARKING.**

a. – b. Remain as written.

(9) Circulation facilities – Remains as written.

(10) Utilities. Planned unit developments shall, where feasible, provide for underground installation of utilities (including electricity and telephone) in both public ways and private extensions thereof. Provisions shall be made for construction of storm sewer facilities including grading, gutters, piping, and treatment of turf to handle ~~stormwaters~~ **STORM-WATERS**, prevent erosion and the formation of dust. This could include the establishment of retention basins in order to minimize ~~stormwater~~ **STORM-WATER** runoff. Utilities and maintenance of facilities shall be in accordance with the requirements and regulations of Meridian Charter Township.

(11) Planting – Remains as written.

(d) - (h) Remain as written.

Chapter 86: **Zoning**
Article IV **District Regulations**
Division 2 **Residential Districts**

§ 86-378 PRD District: Planned Residential Development Overlay District.

(a) Purpose.

(1) The purpose of the PRD district is to preserve natural features and open space by allowing flexibility and alternative design standards for single-family residential developments. While lot dimensions and yard requirements may be reduced from that required in the underlying zoning district, the overall number of dwelling units in the development shall not exceed the number of dwelling units that could have been developed under conventional subdivision development.

(2) This district is intended to promote single-family development that minimizes development impacts on important natural features and the more economic provision of infrastructure. Minimum requirements and performance standards are set forth to ensure the objectives of this district are achieved.

(3) This section applies to the PRD district.

(b) Applicability – Remains as written.

(c) Definitions – Remains as written.

(d) General provisions and standards. The following are general provisions and standards that apply to all PRD developments:

(1) – (4) Remain as written.

(5) Open space preservation:

a. A minimum of 20% of the development parcel shall remain as open space.

b. The following areas shall not be counted toward the minimum open space requirements:

1. Residential lots.
2. Public or private rights-of-way.
3. Driveways and parking areas.
4. Buffer areas required by this section, unless contiguous and integrated with other preserved open space.
5. Floodways, floodplains, wetlands, or other water bodies or waterways, **UNLESS THEY ARE PART OF A GOLF COURSE.**
6. Public or private easements.

c. Remains as written.

d. **EXCEPT AS OTHERWISE PROVIDED**, A a maximum of 50% of preserved open space may be used for the provision of active recreational amenities for the development's residents or public use, if designed to limit adverse impacts on important natural features preserved in conformance with the purposes of this district. **AS USED IN THIS SECTION, A GOLF COURSE IS CONSIDERED A RECREATIONAL AMENITY AND DOES NOT INCLUDE A STRUCTURE, APPURTENANCE, OR SURFACE PARKING. IF THE RECREATIONAL FACILITY PLAN INCLUDES A GOLF COURSE, A MAXIMUM OF 75% OF PRESERVED OPEN SPACE MAY BE USED FOR THE PROVISION OF ACTIVE RECREATIONAL AMENITIES FOR THE DEVELOPMENT'S RESIDENTS OR PUBLIC USE, IF DESIGNED TO LIMIT ADVERSE IMPACTS ON IMPORTANT NATURAL FEATURES PERSERVED IN CONFORMANCE WITH THE PURPOSES OF THIS DISTRICT.** Any recreational facility plan shall be approved as part of the PRD application.

E. AS USED IN THIS SUBSECTION A GOLF COURSE DOES NOT INCLUDE A STRUCTURE OR APPURTENANCE.

(e) - (i) Remain as written.



13.A

To: Township Board and Planning Commission

From: 
Mark Kieselbach
Director of Community Planning and Development


Peter Menser
Senior Planner

Date: August 9, 2017

Re: Draft Master Plan

The Township Board and Planning Commission held a special meeting/work session on July 24, 2017 to identify and address concerns with the draft Master Plan. The emphasis of the meeting was on the content of the plan. Discussion yielded four main areas of concern: the Future Land Use Map, the Existing Land Use Map, the Okemos Potential Intensity Change Area (PICA), and the Urban Services District Map. Outlined below are the comments made regarding the areas of concern. The Board and Planning Commission can decide if changes need to be made to address the concerns discussed at the special meeting/work session.

Future Land Use Map

1. Central Fire Station and Okemos Post Office

The Central Fire Station and Okemos Post Office are currently classified in the Mixed Use Core category. A question was raised as to whether these properties should instead be in the Institutional category. The intent of the mixed use core category is to incorporate all land uses in one inclusive category, including institutional uses such as the fire station and post office. The Board and Planning Commission can decide if the map needs to be changed or if the Mixed Use Core category is sufficient for those properties.

2. Lake Lansing Road/Marsh Road intersection

The proposed Future Land Use Map identifies several properties currently used for commercial purposes along Lake Lansing Road, east of Marsh Road in the R3 residential category. The map on the following page shows the area under consideration for reclassification to the commercial category.



3. East side of Marsh Road, north of the Haslett PICA

There was discussion on whether to reclassify the first tier of parcels north of the Haslett PICA (east side of Marsh Road, north of Haslett Road, south of Lake Lansing Road) to MR (Residential 5.0-14.0 dwelling units per acre). These parcels are currently classified in the R3 Residential category, which would allow for 1.25-3.5 dwelling units per acre with bonus density up to 5 dwelling units per acre when accessory dwelling units are proposed. The following map shows the current land uses in the area.



Existing Land Use Map

1. Service Center

The Existing Land Use Map currently classifies the Service Center on Gaylord C. Smith Court (east side of Okemos Road, north of Central Park Drive) in the Institutional category and the adjacent Nancy Moore Park in the Recreation and Open Space category. A question was raised as to whether the entire parcel should be designated as Institutional, not just the portion where the building is located. The Service Center is not on its own parcel; it shares the parcel with park property. The intent of the current classification is to acknowledge that the Service Center shares a parcel with park property, and is indicated as so on the Existing Land Use Map. A map of the Service Center and adjacent parcels is provided below for closer examination.



2. Road Network

Currently the road network used in the Existing Land Use Map is the same as the proposed Future Land Use Map road network. Staff will modify the map to correctly display the existing road network for the Existing Land Use Map.

Okemos PICA

1. Liverance Street and Methodist Street proposed road extensions

The Okemos PICA currently indicates proposed extensions of Liverance Street and Methodist Street. At the meeting direction was given to change the proposed drive extensions to proposed pathways, as recommended in the DDA Integrated Plan, and adjust the pathway off Methodist Street to avoid conflict with an existing single family house. The Okemos PICA will be modified to direction given at the meeting.

Urban Services District Map

1. Georgetown Sewer Payback District

There was discussion regarding the Georgetown Sewer Payback District as it relates to the Urban Services District Map. The Township Attorney is currently reviewing the matter.

Several typos and formatting issues, such as missing page numbers and headings, have been identified in the draft document and will be corrected by staff.

The goal of the special meeting/work session was to identify and address any concerns with the draft Master Plan prior to scheduling a public hearing. It is important that the Planning Commission and Township Board generally agree on the content of the draft Master Plan prior to scheduling a public hearing. After the Planning Commission recommends approval of the Master Plan to the Township Board, if the Board proposes changes to the content of the plan (other than grammar, typographical, or formatting), the Planning Commission must consider the changes and hold a new public hearing. Grammatical and formatting changes can be made without triggering additional public hearings.

The Planning Commission is scheduled to discuss the Master Plan at its meeting on August 14 and the Township Board will discuss it at its meeting on August 15. Discussion at those meetings will dictate further action on the plan, including but not limited to another special meeting of the two groups to identify any remaining content disagreements.

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