



AGENDA
CHARTER TOWNSHIP OF MERIDIAN
PLANNING COMMISSION – REGULAR MEETING
November 18, 2024 6:30 PM

1. CALL MEETING TO ORDER
2. ROLL CALL
3. PUBLIC REMARKS
4. APPROVAL OF AGENDA
5. APPROVAL OF MINUTES
 - A. October 28, 2024
6. COMMUNICATIONS
 - A. None
7. PUBLIC HEARINGS
 - A. None
8. UNFINISHED BUSINESS
 - A. SUP #24025 – Panda Express Drive-through
9. OTHER BUSINESS
 - A. Off-street Parking Discussion
 - B. 2025 Planning Commission Schedule
10. REPORTS AND ANNOUNCEMENTS
 - A. Township Board update.
 - B. Liaison reports.
11. PROJECT UPDATES
12. PUBLIC REMARKS
13. COMMISSIONER COMMENTS
14. ADJOURNMENT

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



TENTATIVE PLANNING COMMISSION AGENDA
December 9, 2024

1. PUBLIC HEARINGS
 - A. SUP #24030 – Alsaedi Group Child Care

2. UNFINISHED BUSINESS
 - A. None

3. OTHER BUSINESS
 - A. None

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

Providing a safe and welcoming, sustainable, prime community.



CHARTER TOWNSHIP OF MERIDIAN
REGULAR MEETING PLANNING COMMISSION
5000 Okemos Road, Okemos MI 48864-1198
517.853.4000, Central Fire Station-Community Room
Monday, October 28, 2024, 6:30 pm

PRESENT: Commissioners Brooks, McConnell, Romback, Chair Shrewsbury, Vice Chair Snyder, Commissioner Blumer and Scales

ABSENT: None

STAFF: Principal Planner Brian Shorkey and Executive Assistant Michelle Prinz

1. CALL MEETING TO ORDER

Chair Shrewsbury called the October 28, 2024, regular meeting for the Meridian Township Planning Commission to order at 6:36 pm.

2. ROLL CALL

Chair Shrewsbury called the roll of the Board. All board members were present.

3. PUBLIC REMARKS

None.

4. APPROVAL OF AGENDA

Chair Shrewsbury asked for approval of the agenda.

Commissioner Blumer moved to approve the October 28, 2024, regular Planning Commission meeting agenda. Seconded by Vice Chair Snyder. Motion passed unanimously.

5. APPROVAL OF MINUTES

Chair Shrewsbury asked for approval of the minutes.

Commissioner McConnell offered a minor correction under 7. Roll Call Vote change the word Commissioner to Commissioners.

Commissioner McConnell moved to approve Minutes of the October 7, 2024, Planning Commission Regular Meeting as amended. Seconded by Commissioner Scales. Motion passed unanimously.

6. COMMUNICATIONS

None.

7. PUBLIC HEARINGS

A. SUP #24025-Panda Express Drive-Through

Chair Shrewsbury opened the public hearing at 6:38 pm.

Principal Planner Shorkey reviewed the SUP application for 4990 Marsh Road (former Wheat Jewelers building) for a restaurant drive through. The property is zoned commercial. There were no concerns from the analysis except for item 6-traffic assessment conclusions. The results of the analysis indicate that a north-eastbound right-turn taper is warranted along Marsh Road at the existing site access driveway. The traffic assessment will be required to be approved by the Ingham County Road Department during site plan review. The applicant is increasing green space from 1.16 acres to 1.34 acres and incorporating a detention pond.

Commissioner Rombach questioned the picture diagram showing 20 cars in the drive through. The applicant stated 10-12 is average, but the site has the space for 20 if needed.

Commissioner Scales stated that there was a previous approved SUP for a drive through at this property as it was a former bank. Principal Planner Shorkey explained that would not be valid due to the demolition and construction of this new building.

Commissioner Brooks mentioned the proposed 64 parking spaces may be too many based on the 58 seats for dining. Principal Planner Shorkey commented that the parking meets the ordinance.

Commissioner McConnell questioned the quality of the traffic study and consideration of the new building use versus the former use. Concern was shared of the impact for traffic in and off of Marsh Road. Discussion about the traffic study and the flow of traffic through the site.

Commissioner Scales mentioned the already approved drive through of the car wash near this location would probably generate more traffic.

Ashton Gaishin, MSU Student, commented on the parking spaces for the project. It seems to be overparked with the "family style" restaurant focus you would expect people to arrive together in fewer vehicles. There are also nearby parking lots.

Chair Shrewsbury closed the public hearing at 7:20 pm.

Straw Poll:

Most Commissioners state they could support this project and the Special Use Permit conditional of Ingham County Road Commission's approval. Commissioner Trezise suggested this project be brought back at the next Planning Commission meeting on November 18, 2024 for approval.

8. UNFINISHED BUSINESS

None.

9. OTHER BUSINESS

None.

10. REPORTS AND ANNOUNCEMENTS

A. Township Board Update

Principal Planner Shorkey stated the Township Board discussed the Okemos Gateway marijuana application at the last meeting.

B. Liaison Reports

Commissioner Scales reported that the BRA met and approved a reimbursement to Joe's on Jolly.

11. PROJECT UPDATES

Principal Planner Shorkey said that he had approved the site plan for the restaurant at 2731 East Grand River Avenue (former Bank of America building). Principal Planner Shorkey said that there will be a discussion on off street parking at the next meeting.

12. PUBLIC REMARKS

None.

13. COMMISSIONER COMMENTS

Commissioner McConnell stated the property at 1878 Hamilton has been demolished and clear cut.

Commission Blumer shared that Tantay opened and is fantastic.

14. ADJOURNMENT

Chair Shrewsbury called for a motion to adjourn the meeting at 7:43 pm

Commissioner Scales moved to adjourn the October 28, 2024 regular meeting of the Planning Commission. Seconded by Commissioner Romback. Motion passed unanimously.



To: Planning Commission

From: Brian Shorkey, Principal Planner

Date: November 18, 2024

Re: **Special Use Permit #24028 (Panda Express), to construct a restaurant with a drive-through at 4949 Okemos Road, Okemos, MI 48864.**

Panda Express (Applicant) has submitted a Special Use Permit (SUP) application for the construction of a drive-through for a new restaurant at the property located at 4990 Marsh Road, Okemos, MI 48864 (Subject Property). The Subject Property is approximately 2.2 acre in size and is zoned C-2 – Commercial. Restaurants are allowed by right in the C-2 zoning district and the SUP is for the drive-through.

A public hearing for this application was held at the Planning Commission’s regular meeting on Monday, October 28, 2024. After a brief discussion with the Applicant, the Planning Commission agreed to consider a resolution to approve the special use permit at its next meeting. Since then, the Applicant has submitted an updated natural features inventory, which is attached.

The original staff report, dated October 28, 2024, is attached. Additional materials from the public hearing may be found at the following link: https://www.meridian.mi.us/government/boards-and-commissions/agendas-packets-and-minutes/-folder-3684#docan5601_5944_42

Planning Commission Options

The Planning Commission may approve, approve with conditions, or deny the special use permit. A resolution to approve the request is provided. Staff **recommends approval** of Special Use Permit #24025 for the construction of a drive-through for a new restaurant at the property located at 4990 Marsh Road.

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

Move to adopt the resolution to recommend approval of SUP #24025 to construct a drive-through for a new restaurant at the property located at 4990 Marsh Road, Okemos, MI 48864, for the following reasons:

- The proposed Panda Express restaurant, and the associated drive-through, are consistent with the C-2 zoning district
- The proposed project conforms with the Township Master Plan and the Future Land Use map.
- The proposed project that would result fits the character of the area and is consistent with uses in the general vicinity of the Subject Property.

**Special Use Permit #24025 (Panda Express)
Planning Commission (November 18, 2024)
Page 2**

Attachments

1. Resolution to approve SUP #24025.
2. Natural Features Inventory, prepared by Evergreen Design Group
3. Staff Memo, Dated October 28, 2024.

RESOLUTION TO APPROVE

**Special Use Permit #24025
(Panda Express)**

RESOLUTION

At a regular meeting of the Planning Commission of the Charter Township of Meridian, Ingham County, Michigan, held at the Meridian Municipal Building, in said Township on the 18th day of November, 2024 at 6:30 p.m., Local Time.

PRESENT:

ABSENT:

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

WHEREAS, Panda Express has submitted a request to construct a drive-through for a new restaurant at the property located at 4990 Marsh Road; and

WHEREAS, the subject site is located entirely the C-2 (Commercial) zoning district, which allows restaurants by right and drive-throughs by special use permit; and

WHEREAS, the Township Planning Commission held a public hearing on the Special Use Permit application at their regular meeting on October 28, 2024; and

WHEREAS, the proposed Panda Express restaurant, and the associated drive-through, are consistent with the C-2 zoning district; and

WHEREAS, the proposed project conforms with the Township Master Plan and the Future Land Use map; and

WHEREAS, the proposed project that would result fits the character of the area and is consistent with uses in the general vicinity of the Subject Property

WHEREAS, the proposed project is consistent with the general standards for granting a special use permit found in Section 86-126 of the Code of Ordinances.

NOW THEREFORE, BE IT RESOLVED THE PLANNING COMMISSION OF THE CHARTER TOWNSHIP OF MERIDIAN hereby recommends approval of Special Use Permit #24025, subject to the following conditions:

1. Approval of SUP #24025 is required to be followed by site plan approval.
2. Any proposed future changes to the scope of the SUP will require an amendment to Special Use Permit #24023.
3. During site plan review, any changes to the drive-through will be determined to be as a major SUP amendment.

ADOPTED: YEAS:

**Resolution to Approve
SUP #24025 (Panda Express)
Page 2**

NAYS:

STATE OF MICHIGAN)

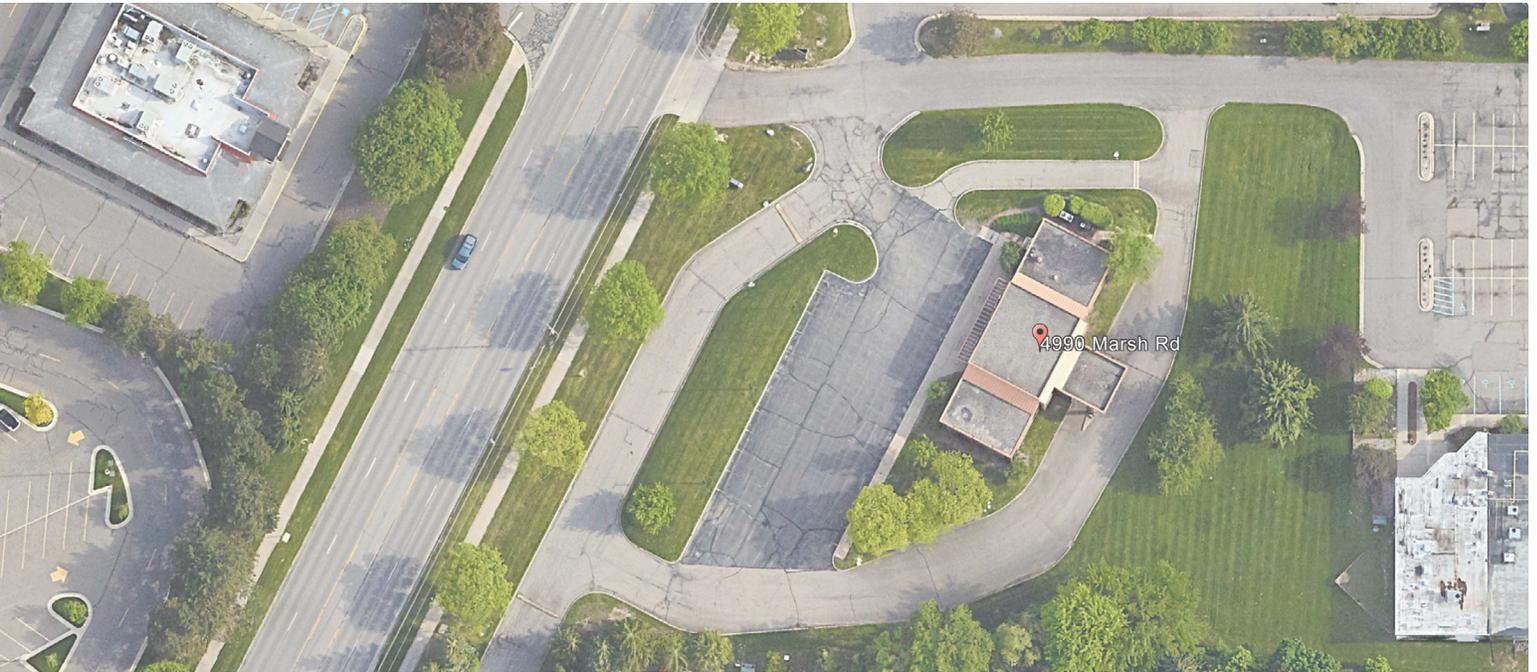
) ss

COUNTY OF INGHAM)

I, the undersigned, the duly qualified and acting Chairperson of the Planning Commission of the Charter Township Meridian, Ingham County, Michigan, DO HEREBY CERTIFY that the foregoing is a true and a complete copy of a resolution adopted at a regular meeting of the Planning Commission on the 18th day of November, 2024.

Alisande Shrewsbury
Planning Commission Chairperson

NATURAL FEATURES ASSESSMENT



PANDA EXPRESS
4990 MARSH ROAD
OKEMOS MI

Prepared by:

evergreen
DESIGN GROUP

www.evergreendesigngroup.com

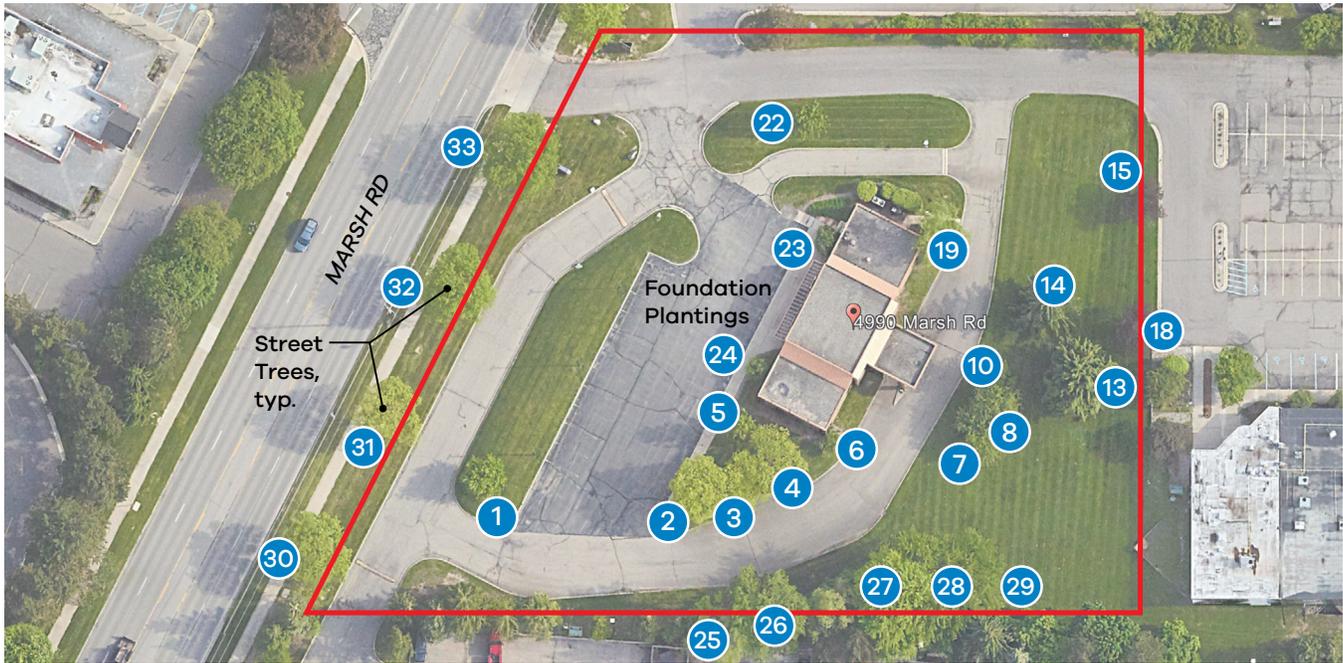
(800) 680.6630

SUP SUBMITTAL
OCTOBER 27, 2024



NATURAL FEATURES INVENTORY

The existing site at 4990 Marsh Road is approximately 2.2 acres with 1.16 acres of landscape area. The open space consists of lawn, foundation plantings, mature shade trees, ornamental and evergreen trees. These landscape elements provide shade, visual interest as well as providing habitat for insects, birds and small animals. There are currently 22 trees on-site and 4 street trees within the Marsh Rd. Right-of-Way. See below for type, size and approximate location.



Tree #	Common Name	DBH	Condition	Notes
1	Red Maple	8	Good	
2	Honey Locust	15	Fair	
3	Honey Locust	10	Fair	
4	Honey Locust	15	Fair	
5	Callery Pear	8	Fair	
6	Crabapple	5	Fair	
7	Crabapple		Fair	
8	Crabapple	12/9	Fair	Multistem
10	Crabapple	6/8/7	Fair	Multistem
13	Norway Spruce	25	Good	
14	Norway Spruce	21	Good	
15	Crabapple	7/7/5	Poor	Multistem
18	Crabapple	7	Poor	
19	River Birch	11/8/9	Fair	Multistem
22	Callery Pear	10	Fair	
23	Service Berry	3	Good	
24	Service Berry	3	Good	
25	Eastern Cottonwood	17	Fair	Multistem
26	Eastern Cottonwood	7	Fair	Multistem
27	Eastern Cottonwood	8	Poor	
28	Red Maple	29	Fair	
29	Red Maple	26	Fair	
30-33	Honey Locust			Street Trees (Off-Site)



NATURAL FEATURES INVENTORY

The 4 street trees (right) within the Marsh Rd. Right-of-Way are Honey Locust (*Gleditsia Triacanthos*). These will be preserved and protected during construction.



LEFT:
The trees currently on-site range in size and variety. There are large evergreen trees, ornamental tree and medium to large shade trees. The remainder of the site is covered with lawn with some foundation plantings around the existing building.



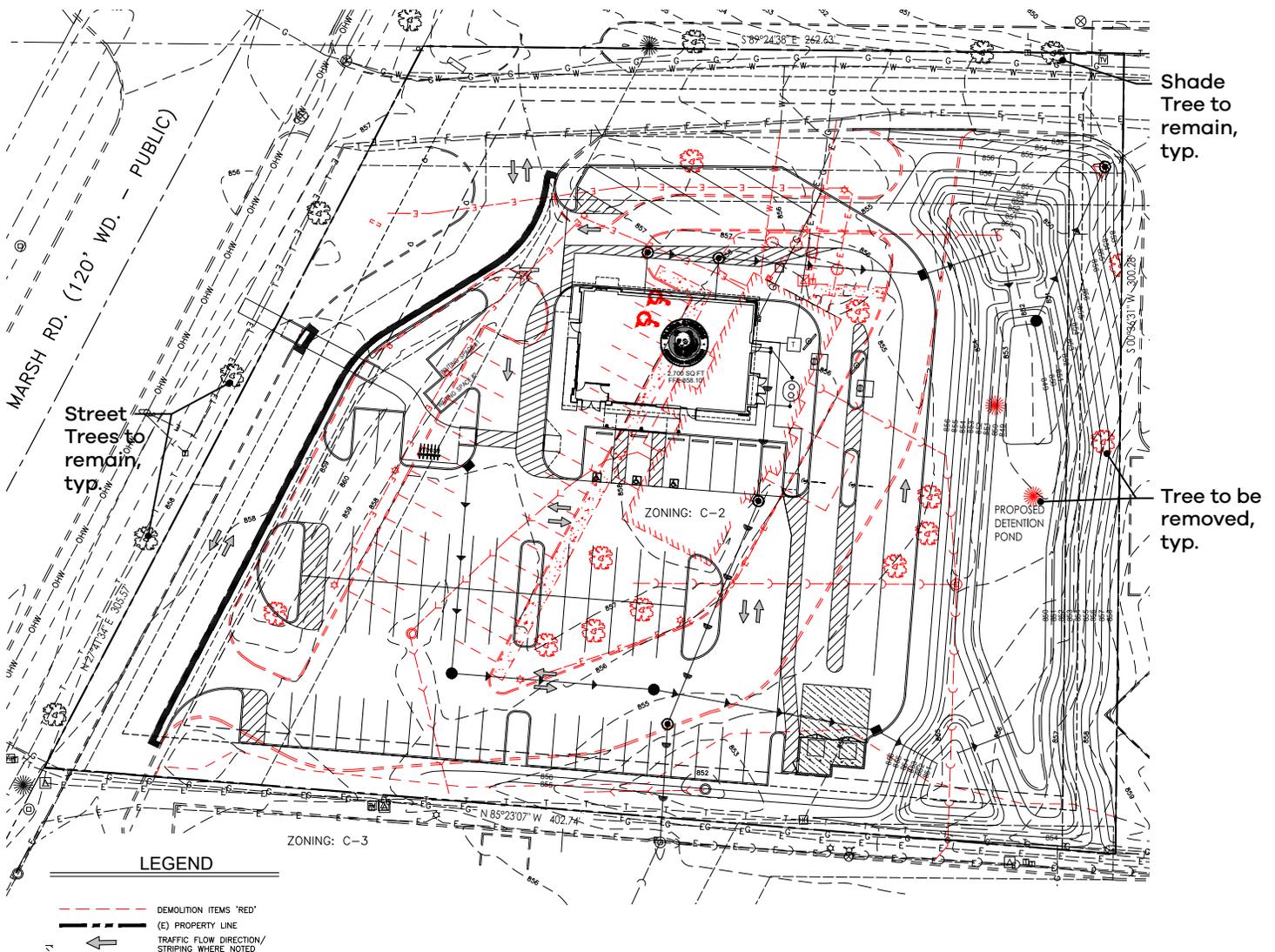
There are no wetlands, significant stands of trees, floodways, floodplains, waterbodies, identified groundwater vulnerable areas, slopes greater than 20 percent, nor vegetative cover with the potential to sustain significant or endangered wildlife.



IMPACTS ON NATURAL FEATURES

As part of the property development, most of the site will be cleared to make room for improvements including a new building, parking lot, sidewalks, detention pond, utilities and landscape. The Proposed disturbed area is 1.73 acres (see Demolition Plan below). This will impact all of the site trees, which are This reduction will decrease the overall tree canopy for the site.

Street trees will be preserved and protected during construction with appropriate tree preservation techniques including tree protection fence, root pruning and proper boring through the root protection zone as needed for utility placement.





MITIGATION EFFORTS

The proposed landscape area is 1.34 acres, which exceeds the current condition (1.16 acres). This will provide ample room for landscape improvements by which we can mitigate any negative impacts to the natural environment caused by site development.

Efforts to include but not limited to:

- Planting of new large canopy trees in parking lot islands and throughout the site to provide shade, improve air and water quality, and provide homes for wildlife.
- Preserving existing Street Trees to maintain a mature landscape at the street level.
- Planting new evergreen trees to help buffer neighboring properties.
- Providing a variety of plants that provide year-round interest with texture and seasonal color.
- Use native or adapted plants to promote pollinators, reduce water consumption and decrease landscape maintenance.





To: Planning Commission

From: Brian Shorkey, Principal Planner

Date: October 28, 2024

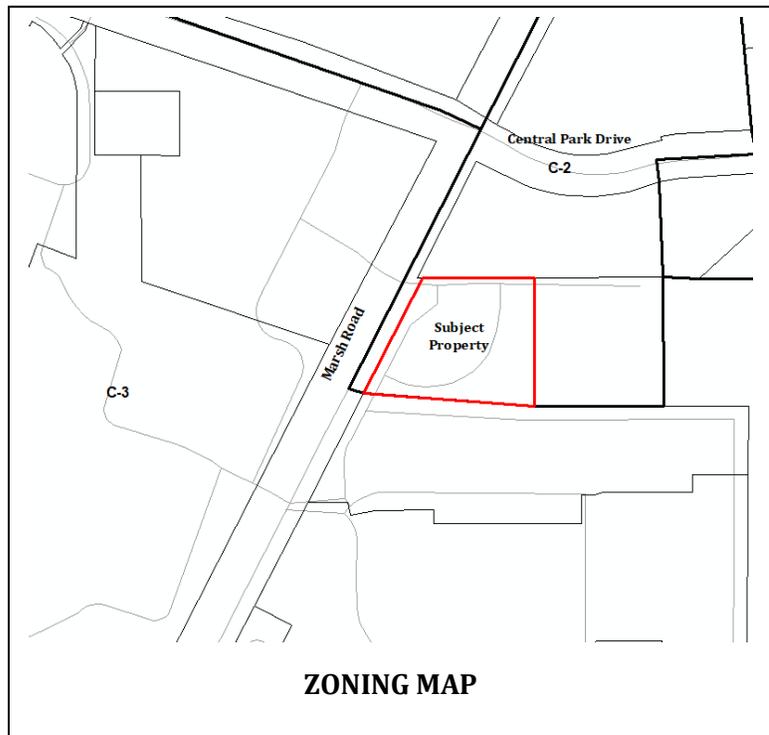
Re: Special Use Permit #24028 (Panda Express), to construct a restaurant with a drive-through at 4949 Okemos Road, Okemos, MI 48864.

Panda Express (Applicant) has submitted a Special Use Permit (SUP) application for the construction of a drive-through for a new restaurant at the property located at 4990 Marsh Road, Okemos, MI 48864 (Subject Property). The Subject Property is approximately 2.2 acre in size and is zoned C-2 – Commercial. Restaurants are allowed by right in the C-2 zoning district and the SUP is for the drive-through.

Zoning and Future Land Use

The Subject Property is located in the C-2 – Commercial zoning district. The same zoning designation applies to the adjacent properties to the east and north. The properties to the west and south are zoned C-3 – Commercial.

The C-2 district requires a minimum of 100 feet of lot frontage and 4,000 square feet of lot area for new lots. The Subject Property totals approximately 2.2 acres in size. The Subject Property has a total of approximately 300 feet of frontage along Grand River Avenue. The Subject Property conforms to the C-2 zoning district.

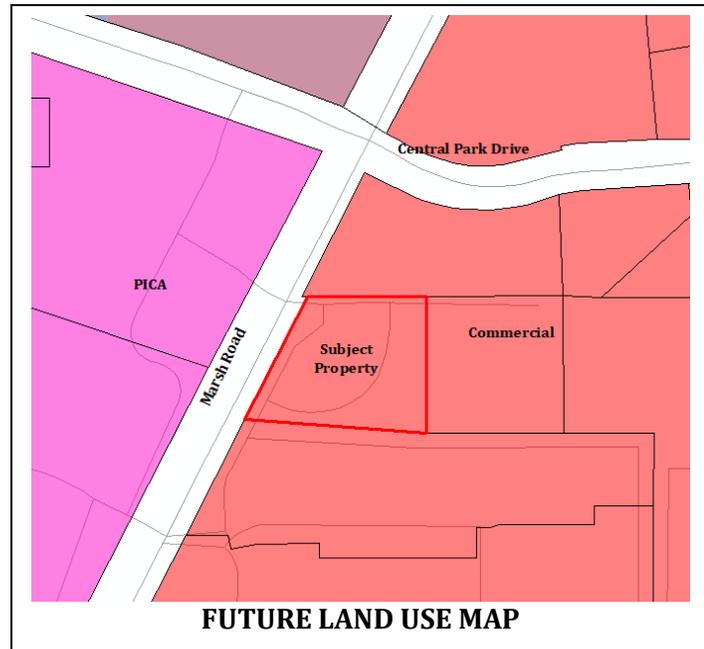


The Future Land Use Map from the 2023 Master Plan designates the Subject Property in the Commercial category. The same designation applies to the properties adjacent to the north, east, and south. The property adjacent to the west, on the other side of Marsh Road, is designated as the Meridian Mall PICA.

Staff Analysis

Applications for special land use permits are reviewed under Sec. 86-126 in the Zoning Ordinance. Following is a staff response to the nine special use permit review criteria:

1. *The project is consistent with the intent and purposes of this Chapter.*



The proposed Panda Express restaurant, and the associated drive-through, are consistent with the C-2 zoning district, as the restaurant is a use by right and the drive-through is allowed as a special land use.

2. *The project is consistent with applicable land use policies contained in the Township's comprehensive development plan of current adoption.*

The Future Land Use Map from the 2023 Master Plan designates the Subject Property in the Commercial category. The C-2 zoning district is consistent with the Future Land Use Map.

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.*

The proposed Panda Express restaurant is consistent with uses in the general vicinity of the Subject Property and is located in a commercial corridor that includes other restaurants and drive-throughs within a quarter mile. The attached site plan (Attachment #1) shows proposed landscaping on the north and south property lines. The specifics of the landscaping will be required to be included with the Site Plan for approval.

4. *The project will not adversely affect or be hazardous to existing neighboring uses.*

The proposed Panda Express restaurant is not expected to be hazardous to existing neighboring uses.

5. *The project will not be detrimental to the economic welfare of surrounding properties or the community.*

The proposed Panda Express restaurant and drive-through are not expected to be detrimental to the economic welfare of the surrounding properties or the community. The restaurant is located in a commercial corridor that includes similar land uses, including other drive-through restaurants.

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.*

The project is adequately served by public facilities, including sewer, water, roads, public safety, and public transportation.

The application included an attached traffic assessment (Attachment #3). The traffic assessment concludes that the following:

- Existing conditions all approaches and movements within the study are currently operating acceptably.
- All approaches and movements at the study intersection (marsh Road and Mall Drive/Site Access) are expected to operate acceptably.
- The results of the analysis indicate that a north-eastbound right-turn taper is warranted along Marsh Road at the existing site access driveway.
- The proposed site plan can adequately accommodate the projected vehicle queueing, without impacting the internal site circulation or the operations along Marsh Road.

The traffic assessment will be required to be approved by the Ingham County Road Department during site plan review.

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.*

Improvements to the public utility systems are not necessary to facilitate the construction of the Panda Express restaurant or the associated drive-through.

The attached site plan (Attachment #1) shows a proposed detention pond to handle the expected stormwater runoff. The proposed detention pond will have to be reviewed and approved by the Ingham County Drain Commission during site plan review.

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.*

The project is not expected to 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.*

The project is not expected to directly or indirectly have a substantial adverse impact on the natural resources of the Township. The Subject Property is already developed as a retail store and not within a natural area.

The application includes a natural features inventory (Attachment #4). Most of the existing trees on the Subject Property are proposed to be removed, but the overall green area is proposed to be increased from 1.16 acres to 1.34 acres. The landscape improvements will be required to be approved during site plan review, which will require two canopy trees for every 10 parking spaces.

Based on the information provided by the Applicant, Staff has identified no major concerns that would negatively impact surrounding properties or the Township at large while reviewing the proposed Special Use Permit, except that the traffic assessment suggests that a right-turn taper lane may be warranted.

If this SUP is approved, then the next step will be site plan approval. Site plans are administratively approved and require approvals from all relevant offices and agencies. In this case, the site plan will require approvals from the Township Engineering Department, the Ingham County Drain Commission, and the Ingham County Road Department.

Planning Commission Options

The Planning Commission may approve, approve with conditions, or deny the proposed special use permit for a drive-through on the Subject Property. A resolution will be provided at a future meeting.

Attachments

1. Special use permit application and owner consent letter
2. Attachment 1: Site Plan, dated October 1, 2024
3. Attachment 2: Existing site photos, proposed building elevations, and proposed floor plan
4. Attachment 3: Traffic Impact Study, prepared by Fleis & Vandenbrink and dated July 31, 2024
5. Attachment 4: Natural Features Inventory, prepared by Evergreen Design Group and dated September 27, 2024



To: Planning Commission

From: Brian Shorkey, Principal Planner
Meera Kanade, Planning Intern

Date: November 14, 2024

Re: Parking Ordinance Updates

Staff discussed the progress made with the update on Article VIII – Off-Street Parking and Loading in the Zoning Ordinance with the Planning Commission at their regular meeting on Monday, July 22, 2024. Staff informed the Planning Commission that there were several updates that they had been working on.

Staff is now introducing Sec. 86-755 – Schedule of Requirements for Parking Space, for discussion. Staff has spent several weeks researching other municipalities’ ordinances and planning documents and has researched current trends of off-street parking requirements across the United States in Michigan. The updates proposed for discussion for Sec. 86-755 are based on Staff’s research.

We look forward to providing a draft ordinance to the Planning Commission in the future.

Attachments:

1. Sec. 86-755 – Off-Street Parking and Loading – Clean
2. Sec. 86-755 – Off-Street Parking and Loading – Redlined

§ 86-755. Schedule of requirements for parking space.

[Code 1974, § 85-10; Ord. No. 2005-01, 1-30-2005; Ord. No. 2009-03, 4-19-2009]

Parking space shall be provided in accordance with the design standards of this chapter and according to this schedule:

Use	Number of Motor Parking Spaces Required Per Unit of Measure
Residential	
Single-family dwelling or duplex living unit	2 for each dwelling unit plus 1 additional space for each roomer if any
Multiple-family in RDD, RD, RN, or RC District	2 for each dwelling unit, plus expansion capacity of 25%
Multiple-family in RCC District	2 for each 1 bedroom or efficiency dwelling unit; 3 spaces for each 2- or more bedroom dwelling unit, plus expansion
Housing for the elderly	1 for each 2 units and 1 for each employee or doctor. Should units revert to general occupancy, then 2 spaces per unit shall be provided
Mobile home parks	2 for each mobile home or mobile home site
Fraternity or sorority	1 for each person permitted to occupy the building under the provisions of this chapter
Functional family	1 for each person over the age of 15 years permitted to occupy the building under the provisions of this chapter
Institutional	
Churches or temples	1 for each 5 seats or 10 linear feet of pews in the main room for worship
Hospitals	1 for each 1 bed
Homes for the aged and convalescent homes	1 for each 2 beds
Child care centers and adult care centers	1 per every 5 students or adults plus 1 for every teacher or caregiver
Fire and police stations	1 for each employee on duty during the highest staffed shift plus 25% for visitors
Elementary and junior and high schools	1 for each 1 teacher and administrator in addition to the requirements of the auditorium
Senior high schools	1 for each 1 teacher, and administrator and 1 for each 10 students, in addition to the requirements of the auditorium
Theaters, auditoriums, and concert halls	1 for each 4 seats plus 1 for each 2 employees
Stadium, sports arena or assembly similar place of outdoor	1 for each 3 seats or 6 feet of benches
Museums and art galleries	1 space for every 250 square feet of gallery area, 1 space per employee, plus 1 space for every 4 seats in a theater or auditorium

Dance halls, civic clubs, fraternal orders, union halls or any similar type use	1 space for every 4 persons permitted to occupy the building by local ordinance or state law, plus additional parking for 25% excess capacity
Private golf clubs, ski clubs, swimming clubs or beaches, tennis clubs or similar uses	1 space per 4 persons of maximum anticipated capacity as approved by the Planning Commission, plus additional parking for 25% excess capacity
Golf courses open to the general public, except miniature or "par-three"	6 for each 1 golf hole and 1 for each employee
Golf courses, miniature or "par three"	3 for each 1 hole plus 1 for each 1 employee
Libraries	1 spaces for every 200 square feet of gross floor area (GFA)
Business and Commercial	
Athletic clubs and health spas	1 1/4 spaces for every 4 persons permitted to occupy the building by local ordinance or state law. Accessory uses shall require additional parking
Business or trade schools	1 space for each seat plus 1 space for each teacher or other employee
Commercial centers and shopping malls	
For centers having a gross floor area (GFA) less than 25,000 square feet	5 spaces per 1,000 square feet (minimum) to 5 1/2 spaces per 1,000 square feet (maximum)
For centers having a gross leasable area (GLA) equal to or greater than 25,000 square feet but less than 400,000 square feet	4 spaces per 1,000 square feet (minimum) to 4 1/2 spaces per 1,000 square feet (maximum) but not less than 125 spaces
For centers having a gross leasable area (GLA) equal to or greater than 400,000 square feet but less than 600,000 square feet	4 spaces per 1,000 square feet (minimum) to 5 spaces per 1,000 square feet (maximum)
For centers having a gross leasable area (GLA) equal to or greater than 600,000 square feet	5 spaces per 1,000 square feet (minimum and maximum)
All other retail businesses	
For businesses with a gross floor area (GFA) less than 25,000 square feet	5 spaces per 1,000 square feet (minimum) to 5 1/2 spaces per 1,000 square feet (maximum)
For businesses with a gross floor area (GFA) equal to or greater than 25,000 square feet	4 spaces per 1,000 square feet (minimum) to 4 1/2 spaces per 1,000 square feet (maximum)
Motor vehicle, recreational vehicle, boat, or mobile home sales or service establishments	1 for each 200 square feet of useable floor space of sales room and 1 for each 1 vehicle displayed for sale
Dance or music studios	1 space for every 200 square feet of instructional area plus 1 for each teacher
Restaurants, taverns, bars, nightclubs, and brewpubs	1 for each 75 square feet of usable floor area, plus 1 for every 4 seats or 1 for 37 1/2 square feet of usable floor area, whichever is greater
Drive-in and self-service restaurants	1 for every 3 patron seats and 1 for each employee on duty during the highest staffed shift
Drive-up uses, except drive-in restaurants	In addition to the required parking for the principal use, each drive-up lane shall have sufficient stacking room for 3 cars. Each

	stacking space shall measure a minimum of 20 feet in length. A bypass lane shall be provided
Barber shops, beauty shops	2 spaces for each chair
Laundromats and coin-operated dry cleaners	1 for each 2 washing or dry cleaning machines
Mini-storage establishments	5 spaces for the office, plus 2 spaces for a resident manager. Access to individual storage units shall provide for loading/unloading of vehicles adjacent to units without impeding through internal traffic flow
Enclosed climate controlled storage facilities	10 exterior spaces for the storage facility, plus 5 for the office, plus 1 space for each employee. Access by vehicles to/from and within the facility for loading/unloading shall be designed to promote smooth traffic flow in and out of the structure without impeding external site vehicle movements
Drive-in banks or laundries	3 standing spaces for each drive-in window in addition to normal parking required for banks or laundries
Drive-in carwashes, automatic	15 standing spaces for each washing bay, plus 1 space for each 2 employees
Drive-in carwashes, self-service	3 standing spaces for each washing bay
Gasoline service stations	1 for each bay and 1 for each employee on the largest shift
Bowling alleys	5 for each 1 alley, in addition to any requirement for other uses such as bar, restaurant, or billiard room
Golf courses, miniature or "par three"	3 for each 1 hole plus 1 for each 1 employee
Mortuary establishments	1 for each 50 square feet of usable floor space
Motels, hotels, or other commercial lodging establishments	1 for each 1 occupancy unit plus extra spaces for dining rooms, ball rooms, or meeting rooms as required by this division. Should units revert to multiple-type use then 2 spaces per unit shall be provided
Industrial	
Industrial or research establishments	1 for every 2 employees on the largest working shift
Warehousing or wholesale establishments	1 for every 2 employees on the largest working shift or 1 for every 1,700 square feet of useable floor space, whichever is greater
Contractor's establishments	1 for each 1,000 square feet of gross floor area (GFA), but no less than 5
Offices	
General Office	
Minimum	3 spaces per 1,000 square feet of gross floor area
Maximum	4 spaces per 1,000 square feet of gross floor area

Stand-alone medical office	5 spaces per 1,000 square feet of gross floor area
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§ 86-755. Schedule of requirements for parking space.

[Code 1974, § 85-10; Ord. No. 2005-01, 1-30-2005; Ord. No. 2009-03, 4-19-2009]

Parking space shall be provided in accordance with the design standards of this chapter and according to this schedule:

Use	Number of Motor Parking Spaces Required Per Unit of Measure
Residential	
Single-family dwelling or duplex living unit	2 for each dwelling unit plus 1 additional space for each roomer if any
Multiple-family in RDD, RD, RN, or RC District	1.5 for each efficiency or one-bedroom unit and 2 for each dwelling unit with 2 or more bedrooms, plus expansion capacity of 25%
Multiple-family in RCC District	2 for each 1 bedroom or efficiency dwelling unit; 3 spaces for each 2 or more bedroom dwelling unit, plus expansion
Housing for the elderly	1 for each 2 units and 1 for each employee or doctor on peak employment shifts . Should units revert to general occupancy, then 1.5 for each efficiency or one-bedroom unit and 2 for each dwelling unit with 2 or more bedrooms 2 spaces per unit shall be provided
Mobile home parks	2 for each mobile home or mobile home site
Fraternity or sorority	1 for each person permitted to occupy the building under the provisions of this chapter
Functional family	1 for each person over the age of 15 years permitted to occupy the building under the provisions of this chapter
Institutional	
Churches or temples Places of worship	1 for each 5 fixed seats, or 10 linear feet of pews, and one for each 30 square feet of assembly floor area without fixed seats in the main room for worship
Hospitals	1 for each 1 bed
Homes for the aged and convalescent homes	1 for each 24 beds plus 1 for each employee on the largest working shift
Child care centers and adult care centers	1 per every 5 students or adults plus 1 for every teacher or caregiver
Fire and police stations	1 for each employee on duty during the highest staffed shift plus 25% for visitors
Elementary and junior and high schools	1 for each 1 teacher and administrator in addition to the requirements of the auditorium
Senior high schools	1 for each 1 teacher, and administrator employee and plus 1 for each 10 students, based on the number of students that the facility is designed to handle at any one time, in addition to the requirements of the auditorium

Commented [BS1]: "Roomer" is an antiquated term

Commented [BS2]: Consolidated the MFR language

Commented [BS3]: Consolidated the MFR language

Commented [TS4]: Change to match the new MF standard

Commented [BS5]: From Delhi Twp, seems more realistic

Theaters, auditoriums, and concert halls	1 for each 4 seats plus 1 for each 2 employees
Stadium, sports arena or assembly similar place of outdoor	1 space for each 100 square feet of useable floor area used for public assembly not used for fixed seats plus 1 for each 3 seats or 6 feet of benches
Museums and art galleries	1 space for every 250-500 square feet of gallery area, 1 space per employee, plus 1 space for every 4 seats in a theater or auditorium
Dance halls, civic clubs, fraternal orders, clubs , union halls or any similar type use	1 space for every 4 persons permitted to occupy the building by local ordinance or state law, plus additional parking for 25% excess capacity 1 space for each 100 square feet of useable floor area
Private golf clubs, ski clubs, swimming clubs or beaches, tennis clubs or similar uses	1 space per 4 persons of maximum anticipated capacity as approved by the Planning Commission, plus additional parking for 25% excess capacity
Golf courses open to the general public, except miniature or "par three"	6 for each 1 golf hole and 1 for each employee
Golf courses, miniature or "par three"	3 for each 1 hole plus 1 for each 1 employee
Libraries	1 spaces for every 200-250 square feet of gross floor area (GFA) plus 1 per 2 employees
Business and Commercial	
Roadside stand	6 spaces per establishment
Athletic clubs and health spas	1 1/4 spaces for every 4 persons permitted to occupy the building by local ordinance or state law 1 per 300 square feet of useable floor space. Accessory uses shall require additional parking
Business or trade schools	1 space for each seat plus 1 space for each teacher or other employee
Commercial centers and shopping malls	
Centers less than 50,000 square feet	1 for each 200 square feet of gross floor area
Centers between 50,000 and 100,000 square feet	1 for each 250 square feet of gross floor area
Centers between 100,000 and 400,000 square feet	1 for each 300 square feet of gross floor area
Centers greater than 400,000 square feet	1 for each 350 square feet of gross area
For centers having a gross floor area (GFA) less than 25,000 square feet	5 spaces per 1,000 square feet (minimum) to 5 1/2 spaces per 1,000 square feet (maximum)
For centers having a gross leasable area (GLA) equal to or greater than 25,000 square feet but less than 400,000 square feet	4 spaces per 1,000 square feet (minimum) to 4 1/2 spaces per 1,000 square feet (maximum) but not less than 125 spaces
For centers having a gross leasable area (GLA) equal to or greater than 400,000 square feet but less than 600,000 square feet	4 spaces per 1,000 square feet (minimum) to 5 spaces per 1,000 square feet (maximum)
For centers having a gross leasable area (GLA) equal to or greater than 600,000 square feet	5 spaces per 1,000 square feet (minimum and maximum)
All other retail businesses, unless specifically defined	

Commented [BS6]: Moved to Commercial and 'golf course' separated out

Commented [BS7]: Moved to commercial

Commented [BS8]: Moved to Commercial

Commented [BS9]: There has been some discussion about supporting potential Ag businesses. I added this.

Commented [BS10]: This 300 number comes from a rough average of four examples from APA's PAS report on parking standards

Commented [TS11]: Pull the reference here so we have some backup

Commented [BS12]: The commercial center/shopping mall regs came from Canton Township. I think it simplifies the language and generally sets more reasonable minimums.

For businesses with a gross floor area (GFA) less than 25,000 square feet	5 spaces per 1,000 square feet (minimum) to 5 1/2 spaces per 1,000 square feet (maximum)
For businesses with a gross floor area (GFA) equal to or greater than 25,000 square feet	4 spaces per 1,000 square feet (minimum) to 4 1/2 spaces per 1,000 square feet (maximum)
Motor vehicle, recreational vehicle, boat, or mobile home sales or service establishments	1 for each 200 square feet of useable floor space of sales room and 1 for each 1 vehicle displayed for sale
Dance or music studios	1 space for every 200 square feet of instructional area plus 1 for each teacher
Restaurants, taverns, bars, nightclubs, and brewpubs	<u>One (1) space per 4 seats + one (1) space per employee + 5 stacking spaces per drive-through lane.</u> <u>Outdoor seating areas shall count toward total parking required unless the proprietor demonstrates that outdoor seating areas do not increase the capacity of the restaurant. 1 for each 75 square feet of usable floor area, plus 1 for every 4 seats or 1 for 37 1/2 square feet of usable floor area, whichever is greater</u>
Drive-in and self-service restaurants	1 for every 3 patron seats and 1 for each employee on duty during the highest staffed shift
Drive-up uses, except drive-in restaurants	In addition to the required parking for the principal use, each drive-up lane shall have sufficient stacking room for 3 cars. Each stacking space shall measure a minimum of 20 feet in length. A bypass lane shall be provided
Barber shops, beauty shops	2 spaces for each chair
Laundromats and coin-operated dry cleaners	1 for each 2 washing or dry cleaning machines
Mini-storage establishments	5 spaces for the office, plus 2 spaces for a resident manager. Access to individual storage units shall provide for loading/unloading of vehicles adjacent to units without impeding through internal traffic flow
Enclosed climate controlled storage facilities	10 exterior spaces for the storage facility, plus 5 2 for the office, plus 1 space for each employee. <u>Access by vehicles to/from and within the facility for loading/unloading shall be designed to promote smooth traffic flow in and out of the structure without impeding external site vehicle movements</u> <u>Rows between storage buildings shall be designed to allow for simultaneous vehicle parking and passage</u>
Drive- in <u>up</u> banks or laundries	3 standing spaces for each drive- in <u>up</u> window in addition to normal parking required for banks or laundries
Drive-in carwashes, automatic	15 standing spaces for each washing bay, plus 1 space for each 2 employees
Drive-in carwashes, self-service	3 standing spaces for each washing bay

Gasoline service stations	1 for each bay and 1 for each employee on the largest shift. <u>Parking shall be provided for convenience stores and other uses operated in conjunction with a gasoline service station, based on standards set forth herein.</u>
Bowling alleys	5 4 for each 1 alley, in addition to any requirement for other uses such as bar, restaurant, or billiard room
<u>Ski clubs, swimming clubs or beaches, tennis clubs or similar uses</u>	<u>1 space per 4 persons of maximum anticipated capacity as approved by the Planning Commission, plus additional parking for 25% excess capacity</u>
<u>Golf courses open to the general public, except miniature or "par-three"</u>	<u>4 for each 1 golf hole and 1 for each employee. Additional spaces shall be provided as required for clubhouse, restaurant, pro shop, or other affiliated facilities</u>
Golf courses, miniature or "par three"	3 for each 1 hole plus 1 for each 1 employee
<u>Golf driving range</u>	<u>1 space per tee</u>
Mortuary establishments	1 for each 50 square feet of usable floor space
Motels, hotels, or other commercial lodging establishments	1 for each 1 occupancy unit plus extra spaces for dining rooms, ball rooms, or meeting rooms as required by this division. Should units revert to multiple type use then 2 spaces per unit shall be provided
Industrial	
Industrial or research establishments	1 for every 2 employees on the largest working shift
Warehousing or wholesale establishments	1 for every 2 employees on the largest working shift or 1 for every 1,700 square feet of useable floor space, whichever is greater
Contractor's establishments	1 for each 1,000 square feet of gross floor area (GFA), but no less than 5
Offices	
General Office	
General Office <u>Minimum</u>	3 spaces per 1,000 square feet of gross floor area <u>(minimum) to 4 spaces per 1,000 feet of gross floor area (maximum)</u>
Maximum	4 spaces per 1,000 square feet of gross floor area
<u>Dental office</u>	<u>4 spaces per 1,000 square feet of gross floor area</u>
Stand-alone m <u>Medical office</u>	5 spaces per 1,000 square feet of gross floor area
<u>Financial institutions (banks, credit unions, etc.)</u>	<u>1 space for every 150 square feet of useable floor area</u>

Commented [BS13]: I do wonder if Meridian Township will ever see a ski club



To: Planning Commission
From: Brian Shorkey, AICP, Principal Planner
Date: November 18, 2024
Re: 2025 Meeting Schedule

Included in this memorandum is a list of proposed Planning Commission meeting dates for 2025. Typically, the Planning Commission meets on the second and fourth Monday of each month at 6:30 p.m. No special or work session meetings are planned but may be added by the Planning Commission during the year if warranted. One meeting is scheduled in the months of November and December to avoid conflicts with holiday activities.

If the Planning Commission wishes to discuss a meeting time earlier than 6:30 p.m. for the 2025 calendar year, that can be changed by amending the resolution approving the schedule. For reference, Township Board meetings start at 6PM and Zoning Board of Appeals start at 6:30PM.

PROPOSED 2025 MEETING CALENDAR

January	13 - regular meeting 27 - regular meeting
February	10 - regular meeting 24 - regular meeting
March	10 - regular meeting 24 - regular meeting
April	14 - regular meeting 28 - regular meeting
May	12 - regular meeting 26 - regular meeting
June	9 - regular meeting 23 - regular meeting
July	14 - regular meeting 28 - regular meeting
August	11 - regular meeting 25 - regular meeting

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September 8 - regular meeting
 22 - regular meeting

October 13 - regular meeting
 27 - regular meeting

November 17 - regular meeting

December 15 - regular meeting

A resolution is provided to adopt the above meeting schedule.

- **Motion to adopt the resolution approving the 2025 Planning Commission Meeting Schedule.**

Attachment

1. Resolution to approve 2025 Planning Commission Meeting Schedule.

2025 Planning Commission Meeting Schedule

RESOLUTION

At a regular meeting of the Planning Commission of the Charter Township of Meridian, Ingham County, Michigan, held at the Meridian Municipal Building, in said Township on the 18th day of November, 2024 at 6:30 p.m., Local Time.

PRESENT:

ABSENT:

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

WHEREAS, Public Act 267 of the Public Acts of 1976 requires the publication of the meeting schedule of every municipal board at least once a year; and

WHEREAS, the Planning Commission desires to announce the time, date, and place of all 2023 regular meetings of the Commission, pursuant to the provisions of Act 267 of the Public Act of 1976.

NOW, THEREFORE, BE IT RESOLVED BY THE PLANNING COMMISSION OF THE CHARTER TOWNSHIP OF MERIDIAN, INGHAM COUNTY, MICHIGAN as follows:

1. The Planning Commission will meet for regular meetings on certain Mondays, January through December in 2024 in the Town Hall Room of the Meridian Municipal Building, 5151 Marsh Road, Okemos, MI 48864, 517.853.4560.
2. The specific dates for meetings are as follows:

January 13 - regular meeting
 27 - regular meeting

February 10 - regular meeting
 24 - regular meeting

March 10 - regular meeting
 24 - regular meeting

April 14 - regular meeting
 28 - regular meeting

May 12 - regular meeting
 26 - regular meeting

June 9 - regular meeting
 23 - regular meeting

July 14 - regular meeting
 28 - regular meeting

August 11 - regular meeting
 25 - regular meeting

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September 8 - regular meeting
 22 - regular meeting

October 13 - regular meeting
 27 - regular meeting

November 17 - regular meeting

December 15 - regular meeting

3. Meetings will begin at approximately 6:30 p.m.
4. Special meetings of the Planning Commission may be called pursuant to the applicable statute.
5. Regular meetings may be canceled, recessed, or postponed by members of the Planning Commission pursuant to the applicable statute.
6. A summary of this resolution stating date, place, and time shall be posted in the Meridian Municipal Building within ten (10) days after the first regularly scheduled meeting of the year in accordance with MCL 15.265.

ADOPTED: YEAS:

NAYS:

STATE OF MICHIGAN)

)ss

COUNTY OF INGHAM)

I, the undersigned, the duly qualified Chairperson of the Planning Commission of the Charter Township of Meridian, Ingham County, Michigan, DO HEREBY CERTIFY that the foregoing is a true and complete copy of a resolution adopted at a regular meeting of the Planning Commission held on the 18th day of November, 2024.

Alisande Shrewsbury
Planning Commission Chairperson