



AGENDA
CHARTER TOWNSHIP OF MERIDIAN
PLANNING COMMISSION – REGULAR MEETING
April 10, 2023 6:30 PM

1. CALL MEETING TO ORDER
2. ROLL CALL
3. PUBLIC REMARKS
4. APPROVAL OF AGENDA
5. APPROVAL OF MINUTES
 - A. March 27, 2023
6. COMMUNICATIONS
 - A. None
7. PUBLIC HEARINGS
 - A. SUP #23004 – Schultz Veterinary Clinic Expansion – Rehearing
8. UNFINISHED BUSINESS
 - A. SUP #23007 – 1502 River Terrace Drive
9. OTHER BUSINESS
 - A. Lighting Ordinance – Presentation
10. MASTER PLAN UPDATE
 - A. Goals and Objectives – Handout
 - B. Urban Service Boundary – Discussion
11. REPORTS AND ANNOUNCEMENTS
 - A. Township Board update.
 - B. Liaison reports.
12. PROJECT UPDATES
 - A. Project Report
13. PUBLIC REMARKS
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
April 24, 2023

1. PUBLIC HEARINGS
 - A. SUP #23010 – MSU to Lake Lansing Pathway – Phase II
 - B. SUP #23011 – Haslett Holdings

2. UNFINISHED BUSINESS
 - A. SUP #23004 – Schultz Veterinary Clinic Expansion – Rehearing

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
PLANNING COMMISSION
REGULAR MEETING MINUTES**

DRAFT

**March 27, 2023
5151 Marsh Road, Okemos, MI 48864-1198
517.853.4000, Town Hall Room, 6:30 P.M.**

PRESENT: Chair Blumer, Vice-Chair Trezise, Commissioners Brooks, McConnell, McCurtis, Richards, Scales, Shrewsbury, Richards

ABSENT: Commissioner Snyder

STAFF: Senior Planner Brian Shorkey

1. CALL MEETING TO ORDER

Chair Blumer called the regular meeting to order at 6:30 pm.

2. ROLL CALL

Chair Blumer called the roll of the Planning Commission. Commissioner Snyder is absent, all others present.

3. PUBLIC REMARKS

Chair Blumer opened public remarks at 6:32 pm.

NONE

Chair Blumer closed public remarks at 6:32 pm.

4. APPROVAL OF AGENDA

Vice-Chair Trezise moved to approve the agenda as submitted. Seconded by Commissioner Shrewsbury.

VOICE VOTE: Motion approved unanimously.

5. APPROVAL OF MINUTES

A. February 27, 2023 Regular Meeting

Vice-Chair Trezise moved to approve the Minutes of the March 13th, 2023 Planning Commission Regular Meeting as submitted. Seconded by Commissioner Shrewsbury.

Commissioner Scales noted that in REZ#23006 he asked the applicant if she was aware of the fact that if 50% of her home was damaged, it cannot be rebuilt. He further noted that he would like to see the applicant's response to the question as part of the minutes as well.

Vice-Chair Trezise accepted the friendly amendment.

VOICE VOTE: Motion approved unanimously

6. COMMUNICATIONS

A. NONE

7. PUBLIC HEARINGS

A. SUP #23007 – 1502 River Terrace Drive

Senior Planner Shorkey outlined REZ#23007 – Work of Christ Community to Construct Religious Offices in a Residential District

Commissioner McCurtis asked if this was an already existing structure, or if it was just renovation.

Senior Planner Shorkey confirmed that this was a renovation project.

Commissioner Brooks asked if a traffic study would be necessary.

Senior Planner Shorkey explained that this particular case did not trigger the needs for a traffic study.

Commissioner McConnell made a comment that the property isn't currently being used in a way that is maintaining the upkeep or value of the property, so considering a different permitted use for the property seems like a "great thing".

No public commented during this hearing.

Chair Blumer moved to hold a straw vote on the approval of this rezoning.

STRAW VOTE: YEAS: Commissioners Richards, Shrewsbury, McCurtis, Brooks, Scales, McConnell, Vice-Chair Trezise, Chair Blumer

NAYS: None

Results: 8-0

8. UNFINISHED BUSINESS

A. SUP #23006 – Worful Rezoning

Senior Planner Shorkey outlined SUP #23006, noting this is the second time it has been in front of the Planning Commission. He explained a public hearing has been held with no opposition.

Vice-Chair Trezise noted this has been discussed on two occasions, and this rezoning would be bringing the property into alignment with its current use, rather than a non-confirming use. It

will allow the home owner to be subject to the rules and regulations of home expansion, or rebuilding should something happen.

Commissioner Richards moved to hold a straw vote on the approval of this rezoning. Seconded by Commissioner McCurtis.

STRAW VOTE: YEAS: Commissioners McConnell, Brooks, Scales, McCurtis, Shrewsbury, Richards, Vice-Chair Trezise, Chair Blumer

NAYS: None

Motion Carried: 8-0

9. OTHER BUSINESS - NONE

10. MASTER PLAN UPDATE

Senior Planner Shorkey noted that there are not many updates to the current land-use map being proposed by Staff since the 2017 map, but there are areas that staff are looking for Planning Commission's input on. He further noted that Faith Lutheran Church is wishing to rezone the northern third of their land. He explained they had tried to rezone to residential before, but it was denied as the future land-use map didn't agree with it.

Cecelia Kramer, 4560 Oakwood Dr., Okemos, MI, explained the history of the Church and its land-use. She reiterated this proposal had been turned down twice in 2019 due to differences in the land-use map.

Commissioner McConnell requested clarification on the handout.

Vice-Chair Trezise asked about how the driveway would be surveyed.

Ms. Kramer stated that placement would be in the 50ft setback area.

Vice-Chair Trezise stated that the placement of the driveway would be set by town rules. He further stated that the top of the parcel is 220ft, while the bottom is 200ft.

David Fedewa, 278 Haslett Rd, Haslett, MI, explained why the difference in lengths was present, as a rough draft example of what they'd like to do.

Vice-Chair Trezise asked Senior Planner Shorkey how staff would process this rezoning.

Senior Planner Shorkey noted this is now in the future land-use map, and also noted that when the time comes it would be a simple process to do a land division.

Commissioner Scales asked what the next steps are.

Senior Planner Shorkey stated that staff will create a draft Master Plan to present to the Board, who will then endorse it and finalize it. He also stated that if there were no objections, this will be processed in the Planning department.

Commissioner Scales stated that he would like to see a straw vote to formally put the Planning Commission's vote in the books.

Commissioner Shrewsbury asked about the previous denial or objection of this rezoning.

Vice-Chair Trezise noted the initial hesitation was due to an overcrowding.

Commissioner Richards mentioned several neighboring residents objected over concern of additional bus stops due to the change of density.

Chair Blumer asked how this would change the density to the map, or how it change the landscape of the neighborhood.

Senior Planner Shorkey stated that he knows that it will change the neighborhood, as it is currently just lawn.

Commissioner McConnell noted the multi-residential status of the building compared to the single-residence housing in the neighborhood.

a. Copper Creek

Senior Planner Shorkey explained the landowner would like to see the vacant portion of their land be consistent with the rest of Copper Creek. This is within Urban Services Boundary.

Commissioner Shrewsbury asked if this changed specifically for this property.

Senior Planner Shorkey noted this was drawn this way specifically for this property.

Commissioner McCurtis asked what the plan for this land is.

Senior Planner Shorkey said it would go through the same planned unit development process if it follows the rest of Copper Creek.

Commissioner Brooks made a comment that if we adjust this specific spot, it would make sense to adjust other spots along Copper Creek and in the area, and suggested marking known wetlands in the area to better assist in their future decisions.

Senior Planner Shorkey noted the wetlands would never change regardless of the zoning.

b. Raines Property

Senior Planner Shorkey explained this area is currently shown on the future land-use map as parks, however it was intended to be a residential area. Updating this would be bringing this land to be in line with the vision of the area.

c. Driving Range on Grand River Ave.

Senior Planner explained this area is shown as residential, but the owners would like to make this a commercial area, remove the driving range, and place a business there.

Commissioner Richards made note that there is no waterline in that area.

Commissioner Brooks asked about an urban service boundary change.

Senior Planner Shorkey stated that it would help, as they would need utilities on this property and noted that Director Schmitt has spoken multiple times on straightening the urban service boundary line change to stop the map from being so jagged.

Vice-Chair Trezise noted there would be one sliver of land between Powell Road and the driving range. This still has a single-family residence on it.

Commissioner McCurtis brought up another piece of land that a business had started processing, but then backed out.

Senior Planner Shorkey confirmed that this was still zoned commercial, and that it would be worth looking at combining these options.

d. Section of land intersecting E. Lake Lansing Road and E. Saginaw Street

Senior Planner Shorkey explained this area is zoned commercial in the future land-use map, however at this time there are only residential properties. He asked the commission whether they want to leave it as is, or if they'd like to rezone these areas to match what is on the land currently.

Commissioner Shrewsbury questioned whether the residents of the area are in conformance with the zoning.

Senior Planner Shorkey confirmed the residents are coded as urban residential, and they are in compliance.

Commissioner McConnell commented this area is considered an area of great potential change.

Senior Planner Shorkey suggested looking at a corridor study, but noted the commission cannot go around MDOT's right-of-way developments.

Commissioner McConnell noted that one of the goals of the Master Plan is to reduce driveway entrances when possible, and make them one entry.

Commissioner Brooks commented this is a major corridor and a "major artery" into the township. He spoke in support of the corridor study.

e. Church property north of Mt. Hope

Senior Planner Shorkey explained that in 2017, it was thought that the way to get this developed was to have it put in a denser residential location. It was later thought that utilizing the space as offices would work so it was rezoned to professional office space. He further explained the church building is still on the property, but is no longer being utilized. The land owners were given notice on ideas for the land, but there were limited responses from them. The property owner still maintains the land and building.

Commissioner McConnell commented that brick-and-mortar offices are becoming less common, and likes the idea of looking at alternative professional options.

Commissioner Brooks offered the idea of utilizing the wetlands in the area and creating a park.

Senior Planner Shorkey noted that these were not wetlands.

Senior Planner Shorkey offered the idea of utilizing the land for business technology.

Commissioner Brooks supported this idea.

Commissioner Scales commented that the township needs affordable single-family housing for retirees who are looking to downsize and stay in the area, as well as young families looking to start out in the area.

Senior Planner Shorkey reported that his team will have a full-draft map within the next two to three months for the commission to review.

Commissioner Richards asked Senior Planner Shorkey about the ongoing Trader Joe's project.

Senior Planner Shorkey had not heard anything as of yet, but will talk to his team and have an answer at the next meeting.

11. REPORTS AND ANNOUNCEMENTS

- A. Township Board Update-NONE
- B. Liaison Reports

Commissioner Brooks

- Attended March 15th Corridor Improvement Authority meeting

Commissioner Scales

- Suggested the Planning and Zoning Essentials training course for all new Commissioners.

12. PROJECT UPDATES

- A. NONE

13. PUBLIC REMARKS

Chair Blumer opened public remarks at 8:13 pm.

NONE

Chair Blumer closed public remarks at 8:13 pm.

14. ADJOURNMENT

Commissioner Richards moved to Adjourn. Seconded by Commissioner McCurtis.

VOICE VOTE: Motion approved unanimously.

Chair Blumer adjourned the regular meeting at 8:13 pm.



To: Planning Commission

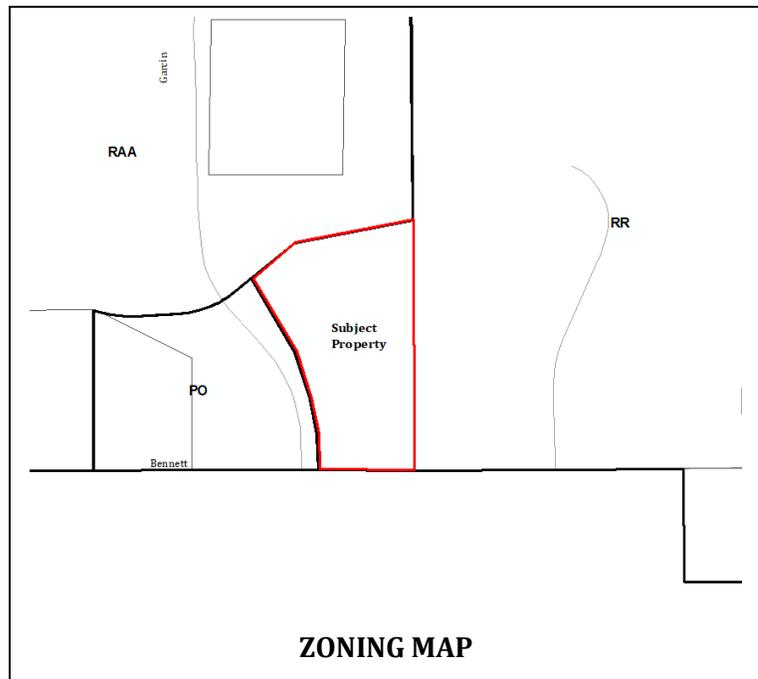
From: Brian Shorkey, Senior Planner

Date: April 6, 2023

Re: Special Use Permit #23004 (Schultz Veterinary Clinic), to construct a 650 square foot addition to an existing business.

Mayberry Homes (Applicant) has submitted a Special Use Permit (SUP) application for the construction of an addition of an existing business, Schultz Veterinary Clinic, at 2770 Bennett Road (Subject Property). The approximate 2.8-acre subject property is zoned RR (Rural Residential). The Clinic was originally approved in 1989 (SPR #89-10) and was last added on to in 2006 (SPR #06-02). As a veterinary clinic is a special land use in the RR district, it was determined that further expansion of the building requires an amendment to the previously approved SUP (#06-89071).

This application was introduced to the Planning Commission at their regular meeting on February 27, 2023. At that time, Staff informed the Planning Commission about a previous condition for SUP #06-89071 that required the installation of the Subject Property's segment of the Township Pathway along Bennett Road. The Pathway was never installed, meaning that installation of the Pathway segment is still required for approval. Since that meeting, Township Engineering has worked with the Applicant to work out a path to comply with that condition and the Pathway segment will be constructed in 2023. As a result, this application is being reheard.



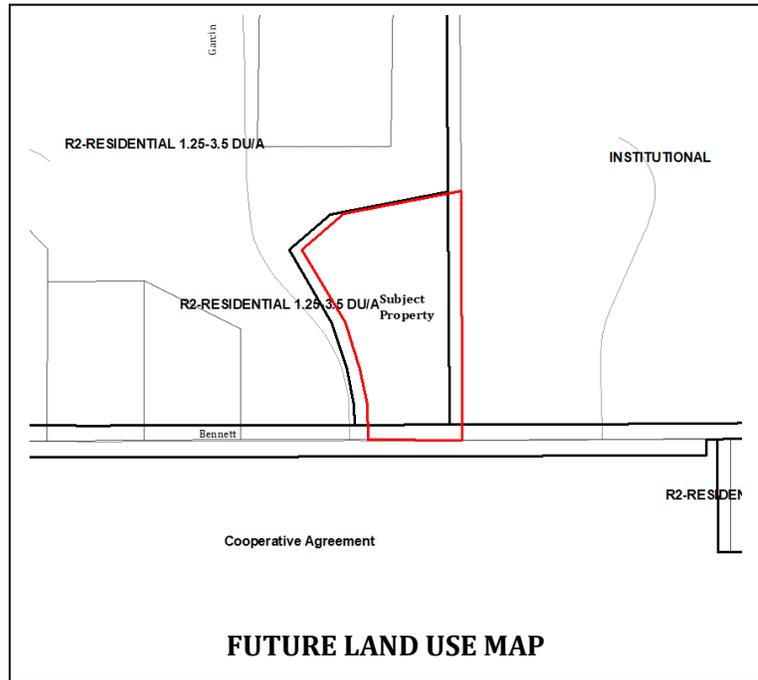
Zoning and Future Land Use

The Subject Property is located in the RR – Rural Residential zoning district. The same zoning designation applies to the properties to the east. The property to the west is zoned PO – Professional

**Special Use Permit #23004 (Schultz Veterinary Clinic)
Planning Commission (April 10, 2023)
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Office. The property to the north is part of the Silverleaf Planned Unit Development and is zoned RAA – Single-Family Residential. The property to the south is under a Cooperative Agreement with the City of Lansing and is the College Fields golf course.

The 2017 Master Plan designates the subject site as R2 – Residential. This designation also applies to the property to the west and north. The property to the east is shown as Institutional and is owned and operated by Okemos Schools. The property to the south is under a Cooperative Agreement with East Lansing.



Staff Analysis

Applications for Special Use Permits must comply with the standards as found in Sec. 86-126. The standards are listed here for the Planning Commission’s review, followed by Staff comments in *italics*.

1. The project is consistent with the intent and purposes of this chapter.
The existing use is a veterinary clinic. The use has been compatible with the surrounding land uses.
2. The project is consistent with applicable land use policies contained in the Township's comprehensive development plan of current adoption.
As noted, the property is designated as R2 – Residential in the Future Land Use map and the property is zoned RR – Rural Residential. Veterinary clinics are allowed as an SUP in the RR district and conforms with the Comprehensive Plan.
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 addition is consistent with the existing structure. The proposed addition is on the north side of the building and unobservable from the Bennett Road, so the appearance of the area is not expected to change.
4. The project will not adversely affect or be hazardous to existing neighboring uses.
No adverse or hazardous effects are expected from the proposed addition.
5. The project will not be detrimental to the economic welfare of surrounding properties or the community.

**Special Use Permit #23004 (Schultz Veterinary Clinic)
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No changes in surrounding economics are expected.

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.

All existing public facilities are adequate for the proposed SUP and no improvements are necessary, except that there is a requirement that the segment of the Township Pathway for the Subject Property be constructed. The Applicant has come to an agreement with Township Public Works about the Pathway segment. Public Works will construct the Pathway segment on behalf of the Applicant later in 2023.

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.

All existing public facilities are adequate for the proposed SUP and no improvements are necessary.

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.

It is not expected that any additional traffic, noise, smoke, fumes, glare, or odors will be produced.

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 proposed SUP will not have any effects on the Township's natural resources. There is a regulated wetland on the south side of the Subject Property, but the proposed addition is on the north side of the existing building and will not affect the wetland. As noted, the Township Public Works Department has agreed to construct the required segment of the Township Pathway. The Pathway segment may have an effect on the regulated wetland. If it does, Township Public Works will apply for a Wetland Permit as required.

In addition, non-residential special uses under Sec. 86-654(e) have specific site location standards that must be met. Based on that review, Staff has no additional comments.

If the project is approved by the Planning Commission, the applicant will be required to submit for Site Plan Review before work on the project can begin. Site Plan Review is a detailed staff-level analysis of the project which includes reviews of storm water, utilities, landscaping, grading, and other issues to ensure compliance with all applicable ordinances as well as confirmation of approvals from local agencies such as the Ingham County Drain Commissioner's Office and the Ingham County Road Department.

Planning Commission Options

The Planning Commission has the option to approve, approve with conditions, or deny Special Use Permit #23004. A resolution will be provided at a future meeting.

**Special Use Permit #23004 (Schultz Veterinary Clinic)
Planning Commission (April 10, 2023)
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Attachments

1. SUP permit application and attached material, dated January 30, 2023.
2. Building Drawings and Site plan prepared by Farhat Design, dated September 6, 2022 and received by the Township on January 30, 2023.

**CHARTER TOWNSHIP OF MERIDIAN
DEPARTMENT OF COMMUNITY PLANNING AND DEVELOPMENT
5151 MARSH ROAD, OKEMOS, MI 48864
PLANNING DIVISION PHONE: (517) 853-4560, FAX: (517) 853-4095**

SPECIAL USE PERMIT APPLICATION

Before submitting this application for review, an applicant may meet with the Director of Community Planning and Development to discuss the requirements for a special use permit and/or submit a conceptual plan for review to have preliminary technical deficiencies addressed prior to submittal of the application. If the property or land use is located in the following zoning districts RD, RC, RCC, RN then the applicant must meet with the Planning Director to discuss technical difficulties before filing a formal application.

Part I

A. Applicant Mayberry Homes
 Address of Applicant 1650 Kendale Blvd #200, East Lansing MI 48823
 Telephone - Work 517-999-0164 Home _____ Fax _____ Email Kristie@mayberryhomes.com
 Interest in property (circle one): Owner _____ Tenant _____ Option _____ Other
 (Please attach a list of all persons with an ownership interest in the property.)

B. Site address / location / parcel number 2270 Bennett Road, Okemos MI 48864
 Legal description (please attach if necessary) Attached
 Current zoning RR
 Use for which permit is requested / project name Building Permit / Schultz Veterinary Clinic Addition
 Corresponding ordinance number _____

C. Developer (if different than applicant) _____
 Address _____
 Telephone - Work _____ Home _____ Fax _____

D. Architect, Engineer Planner or Surveyor responsible for design of project if different from applicant:
 Name Farhat Design
 Address 10173 N. Royston Road, Grand Ledge MI 48837
 Telephone - Work 517-694-7620 Home _____ Fax _____

E. Acreage of all parcels in the project: Gross 2.73 Net _____

F. Explain the project and development phases: Addition (rear) to existing Bldg 650 sq ft to include hall, exam room, conf/Breakroom, Testing & Storage Area, And remodel of 3 hall ways existing and 1 exam room existing (150 sq ft)

G. Total number of:
 Existing: structures 1 bedrooms _____ offices _____ parking spaces _____ carports _____ garages _____
 Proposed: structures _____ bedrooms _____ offices _____ parking spaces _____ carports _____ garages _____

H. Square footage: existing buildings 4,298 proposed buildings 800 sq ft = 5,098 Total
 Usable Floor area: existing buildings _____ proposed buildings _____

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: M-F 8AM-NOON and 1:30PM-5:30PM 3 Drs Listed & 11 other Staff Listed

J. Existing Recreation: Type _____ Acreage _____
 Proposed Recreation: Type _____ Acreage _____
 Existing Open Space: Type _____ Acreage _____
 Proposed Open Space: Type _____ Acreage _____

33-02-02-29-300-014
mayberryhomes.com
Addition Okemos

- 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:
1. Existing and proposed contours of the property at two foot intervals based on United States Geological Survey (USGS) data.
 2. Preliminary engineering reports in accordance with the adopted Township water and sewer standards, together with a letter of review from the Township Engineer.
 3. Ten copies of a report on the intent and scope of the project including, but not limited to: Number, size, volume, and dimensions of buildings; number and size of living units; basis of calculations of floor area and density and required parking; number, size, and type of parking spaces; architectural sketches of proposed buildings.
 4. Seven copies of the project plans which the Township shall submit to local agencies for review and comments.
- 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:
1. A description of the operations proposed in sufficient detail to indicate the effects of those operations in producing traffic congestion, noise, glare, air pollution, water pollution, fire hazards or safety hazards or the emission of any potentially harmful or obnoxious matter or radiation.
 2. Engineering and architectural plans for the treatment and disposal of sewerage and industrial waste tailings, or unusable by-products.
 3. Engineering and architectural plans for the handling of any excessive traffic congestion, noise, glare, air pollution, or the emission of any potentially harmful or obnoxious matter or radiation.
- 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:
1. A letter of approval from the State Department of Environmental Quality.
 2. A location map including existing topographic data at two-foot interval contours at a scale of one inch representing 100 feet.
 3. A map showing proposed grading and drainage plans including the location of all public drainage easements, the limits, extent, and elevations of the proposed fill, excavation, and occupation.
 4. 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.
- 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.

Part II

SUP REQUEST STANDARDS
Township Code of Ordinances, Section 86-126

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) 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 Master 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 storm water are proposed, they shall be properly designed and capable of handling the longterm 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.

Part III

I (we) 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.

[X] 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

Kristi Smariege for Mayberry Homes
Signature of Applicant

1/30/23
Date

Kristi Smariege for Mayberry Homes
Type/Print Name

Fee: \$250.00

Received by/Date: 1/31/2023

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

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

- a. Boundaries of the subject property.
- b. Total area of the subject property.
- c. Location of all existing and proposed structures.
- d. Approximate location and distance of all structures within 100 feet of the subject property.
- e. Uses of existing and proposed buildings, on the subject site.
- f. Proposed means of vehicular and pedestrian ingress and egress to the subject property.
- g. Public and private roads and streets, rights-of-way, and easements, indicating names and widths, which abut or cross the site.
- h. Existing and proposed parking spaces, and vehicular and pedestrian circulation patterns.
- 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.
- l. Location and sizes of existing utilities including power lines and towers, both above and below the ground.
- m. Amount and location of all impervious surfaces.
- n. The verified boundaries of all natural water features and required setback lines.

Legal Description

M 29-15-3- BEG AT S 1/4 COR SD SEC 29 -W ON S SEC LN 200 FT -N 0 DEG 18'55"W, 60.77 FT -ON CURVE LEFT 174.36 FT HAVING A 333 FT RAD & A CHD OF 172.37 FT .BRG N 15 DEG 18'55"W, -N 30 DEG 18'55"W, 175.77 FT -N 49 DEG 08'47" E, 114 FT -N 79 DEG 14'28"E, 250 FT TO NS 1/4 LN -S 0 DEG 18'55"E, 500 FT ON 1/4 LINE TO POB. SEC 29 T4NR1W 2.73 AC M/L

2770 BENNETT RD OKEMOS, MI 48864 (Property Address)

Parcel Number: 33-02-02-29-300-014



Item 1 of 3 1 Image / 2 Sketches

Property Owner: WI PROPERTIES LLC

Summary Information

- > Commercial/Industrial Building Summary
 - Yr Built: 1989
 - # of Buildings: 1
 - Total Sq.Ft.: 4,298
- > 1 Special Assessment found
- > 3 Building Department records found
- > Assessed Value: \$307,100 | Taxable Value: \$286,681
- > Property Tax information found

Owner and Taxpayer Information

Owner	WI PROPERTIES LLC 2770 BENNETT RD OKEMOS, MI 48864	Taxpayer	SEE OWNER INFORMATION
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General Information for Tax Year 2022

Property Class	201 COMMERCIAL-IMPROVED	Unit	02 MERIDIAN TOWNSHIP
School District	OKEMOS PUBLIC SCHOOLS	Assessed Value	\$307,100
MG	No Data to Display	Taxable Value	\$286,681
APPRAISAL	Not Available	State Equalized Value	\$307,100
C. AREA	Not Available	Date of Last Name Change	05/04/2017
INFLUENCE	Not Available	Notes	Not Available
Historical District	Not Available	Census Block Group	No Data to Display
PROBLEMS	Not Available	Exemption	No Data to Display

Principal Residence Exemption Information

Homestead Date No Data to Display

Principal Residence Exemption	June 1st	Final
2022	0.0000 %	0.0000 %

Previous Year Information

Year	MBOR Assessed	Final SEV	Final Taxable
2021	\$289,700	\$289,700	\$277,523
2020	\$296,100	\$296,100	\$273,692
2019	\$282,300	\$282,300	\$268,589

Land Information

Zoning Code	RR	Total Acres	2.730
Land Value	\$235,800	Land Improvements	Not Available
Renaissance Zone	No	Renaissance Zone Expiration Date	No Data to Display
ECF Neighborhood	2035 OKEMOS DOWNTOWN/HAGADORN/OUT LYING OFFICE	Mortgage Code	017
Lot Dimensions/Comments	No Data to Display	Neighborhood Enterprise Zone	No

Lot(s)	Frontage	Depth
No lots found.		
Total Frontage: 0.00 ft		Average Depth: 0.00 ft

Legal Description

M 29-15-3- BEG AT S 1/4 COR SD SEC 29 -W ON S SEC LN 200 FT -N 0 DEG 18'55"W, 60.77 FT -ON CURVE LEFT 174.36 FT HAVING A 333 FT RAD & A CHD OF 172.37 FT. BRG N 15 DEG 18'55"W, -N 30 DEG 18'55"W, 175.77 FT -N 49 DEG 08'47" E, 114 FT -N 79 DEG 14'28"E, 250 FT TO NS 1/4 LN -S 0 DEG 18'55"E, 500 FT ON 1/4 LINE TO POB. SEC 29 T4NR1W 2.73 AC M/L

Sale History

Sale Date	Sale Price	Instrument	Grantor	Grantee	Terms of Sale	Liber/Page	Comments
08/30/2004	\$1.00	WD	SCHULTZ, WILLIAM E & INGRID	WI PROPERTIES LLC	21-NOT USED/OTHER	3130-0275	
08/01/1989	\$12,000.00	WD	STURK	HERON CREEK FARMS	03-ARM'S LENGTH		

Building Information - 4298 sq ft Hospitals - Veterinary (Commercial)

Floor Area	4,298 sq ft	Estimated TCV	<i>Not Available</i>
Occupancy	Hospitals - Veterinary	Class	D
Stories Above Ground	1	Average Story Height	9 ft
Basement Wall Height	12 ft	Identical Units	<i>Not Available</i>
Year Built	1989	Year Remodeled	2006
Percent Complete	100%	Heat	Package Heating & Cooling
Physical Percent Good	37%	Functional Percent Good	100%
Economic Percent Good	100%	Effective Age	33 yrs

****Disclaimer:** BS&A Software provides BS&A Online as a way for municipalities to display information online and is not responsible for the content or accuracy of the data herein. This data is provided for reference only and WITHOUT WARRANTY of any kind, expressed or inferred. Please contact your local municipality if you believe there are errors in the data.

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Letter of Authorization

WI Properties LLC, the owner(s) of Schultz Veterinary Clinic, 2770 Bennett Road, Okemos MI 48864, Ingham County, PARCEL ID # 33-02-02-29-300-014, grant Kristi Smariege of Mayberry Homes access to arrange for staking of the property, and permission to secure special land use, building, zoning, water/sewer, soil erosion, sidewalk, and driveway permits on the property, as needed.

Landowner's Printed Name(s): WI Properties LLC
Landowner's Current Address: 2770 Bennett Road
Okemos, MI 48864
(517) 337-4800
joedrumr@aol.com

Landowner's Signature:



Landowner's Signature:



Authorized Agent's Name: Kristi Smariege
Company Name: Mayberry Homes
Address: 1650 Kendale Blvd. #200
East Lansing, MI 48823
(517) 999-0164
kristi@mayberryhomes.com

Authorized Agent's Signature:





mayberryhomes

1650 Kendale Blvd.
Suite 200
East Lansing, MI 48823
517-371-5000 Fax 517-371-5001

To Whom It May Concern:

Lindsey Coffelt, Nancy Droste, and Kristi Smariege are authorized to obtain building permits under my State of Michigan Builder's License #2102163113.

Robert K. Schroeder
Mayberry Homes, LLC

Michigan Department of Licensing and Regulatory Affairs
Bureau of Construction Codes
Licensing & Compliance Division
P.O. Box 30254
Lansing, MI 48909

Michigan Department of Licensing and Regulatory Affairs
Bureau of Construction Codes
Company Builder License

MAYBERRY HOMES LLC
1650 KENDALE BLVD SUITE 200
EAST LANSING, MI 48823

License No:
2102163113

Expiration Date:
05/31/2023

MAYBERRY HOMES LLC
1650 KENDALE BLVD SUITE 200
EAST LANSING, MI 48823

GRETCHEN WHITMER
Governor

**Michigan Department of Licensing and Regulatory Affairs
Bureau of Construction Codes
Company Builder License**

MAYBERRY HOMES LLC
1650 KENDALE BLVD SUITE 200
EAST LANSING, MI 48823

**Qualifying Officer:
Robert Keith Schroeder
Qualifying Officer #
2101076583**

MUST BE DISPLAYED IN A CONSPICUOUS PLACE

**License No.
2102163113**

**Expiration Date:
05/31/2023**

This document is duly issued
under the laws of the State of
Michigan





Fartlar Design
507-684-7800
12072 N. Koyonem Rd.
Grand Lodge, MI 49637

revision date
9-4-22
9-26-22
9-27-22
10-11-22

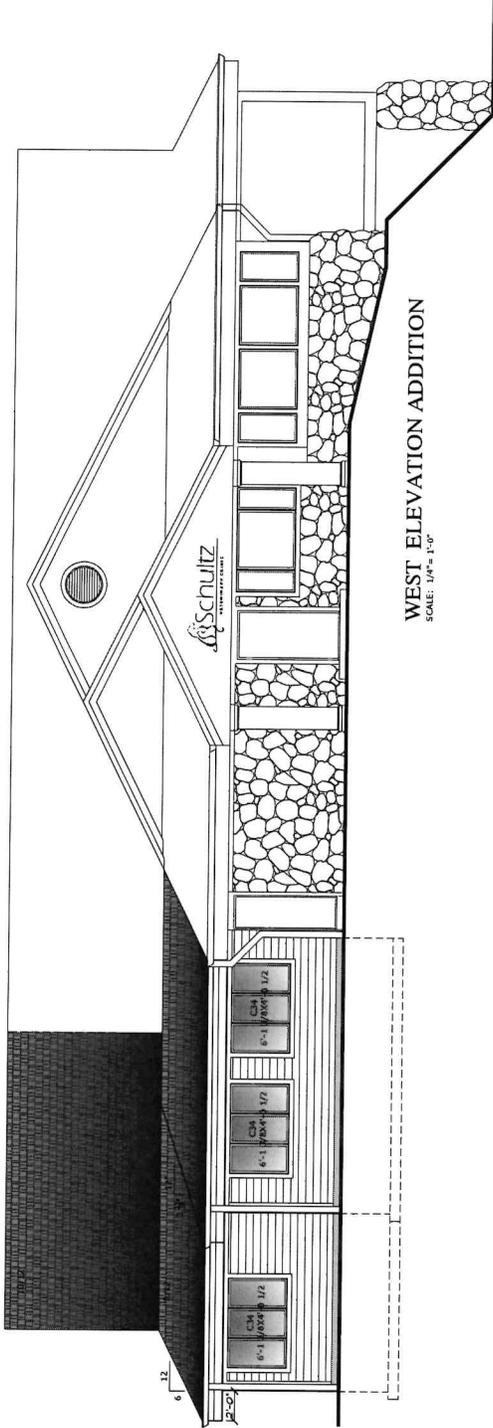
SCHULTZ VETERINARY CLINIC
OKEMOS, MICHIGAN



drawn by : PAUL J. FARHAT
date : 9-6-22
scale : 1/8" = 1'-0"
plot # : 21022

sheet contents :
ELEVATIONS

SHEET # :
A1.2
OF 13 SHEETS



WEST ELEVATION ADDITION
SCALE: 1/8" = 1'-0"



Farhat Design
 517-684-7100
 10723 N. Kaysville Rd.
 Grand Lodge, MI 48807

revision date
4-4-22
4-26-22
4-27-22
10-11-22

SCHULTZ VETERINARY CLINIC
 OKEMOS, MICHIGAN



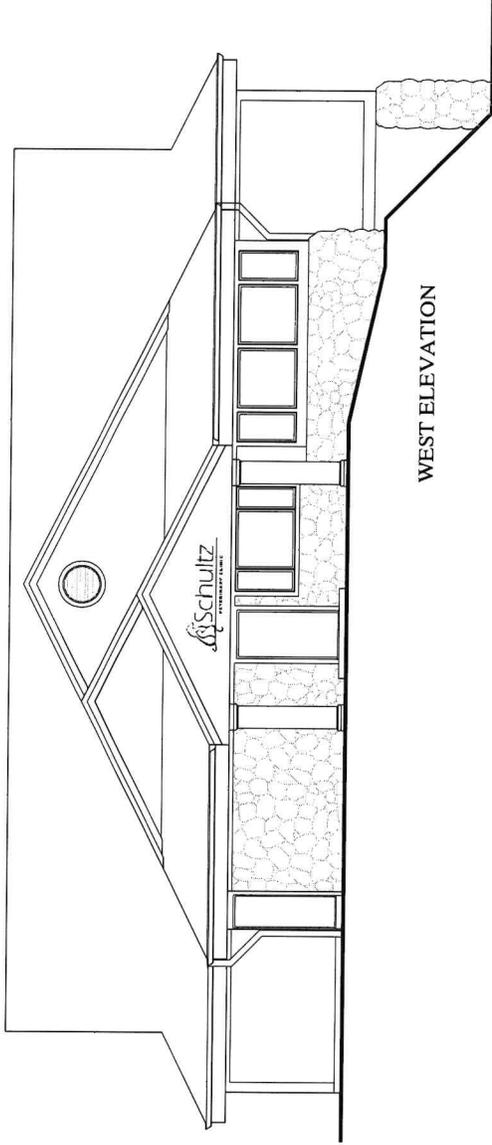
drawn by : PAUL J. FARHAT
 date : 4-6-22
 scale : 1/8" = 1'-0"
 job # : 21022

sheet contents:
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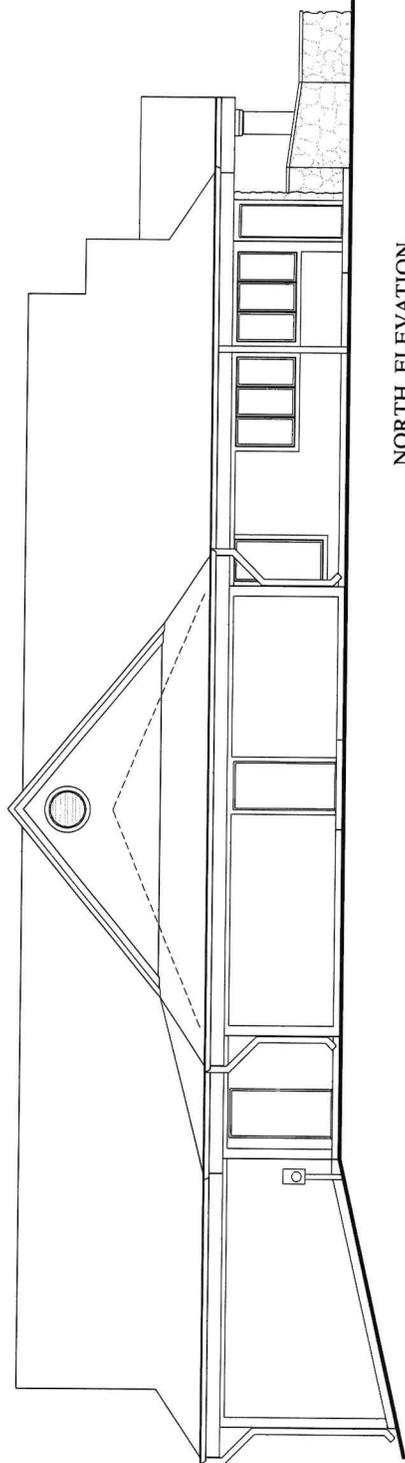
SHEET # :

A1.3

OF 13 SHEETS



WEST ELEVATION



NORTH ELEVATION





Farhat Design
 597-694-7800
 1070 N. Kroyston Rd.
 Grand Ledge, MI 48837

REVISION DATE
 9-8-22
 9-26-22
 9-27-22
 10-11-22

SCHULTZ VETERINARY CLINIC
 OKEMOS, MICHIGAN



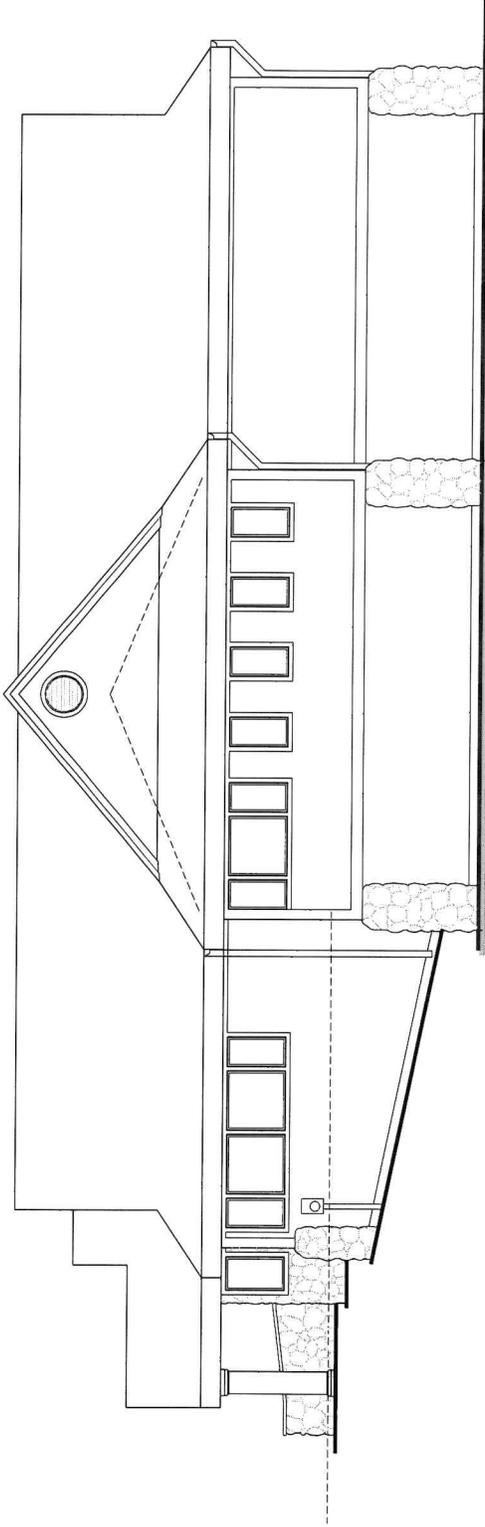
drawn by:
PAUL J. FARHAT
 date:
 9-6-22
 scale:
 1/8" = 1'-0"
 job #:
 21022

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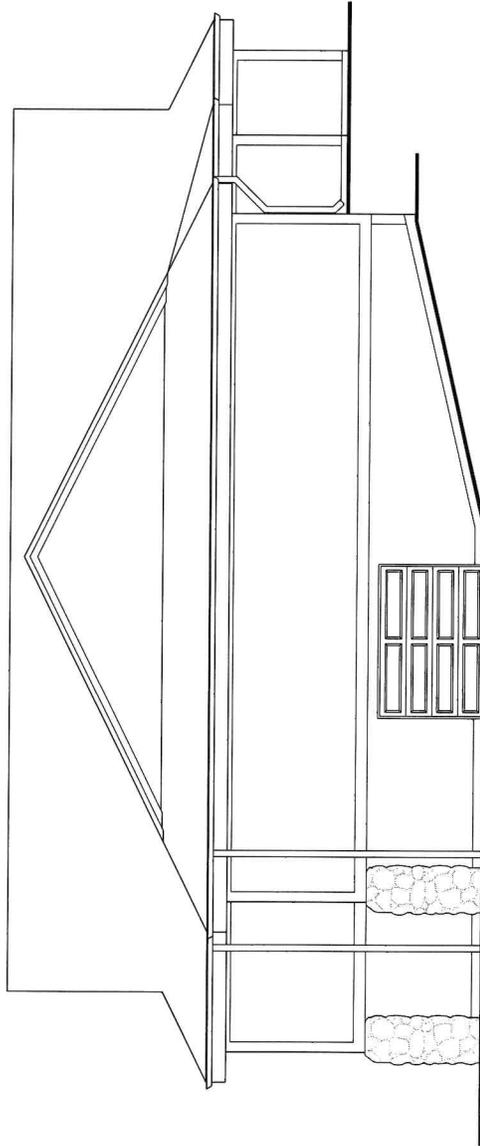
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A1.4

OF 15 SHEETS



SOUTH ELEVATION



EAST ELEVATION

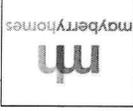




Farhat Design
597-694-7600
5773 N. Krypton Rd.
Grand Rapids, MI 49507

revision	date
1	8-4-22
2	9-26-22
3	9-27-22
4	10-11-22
5	12-21-23

SCHULTZ VETERINARY CLINIC
OKEMOS, MICHIGAN



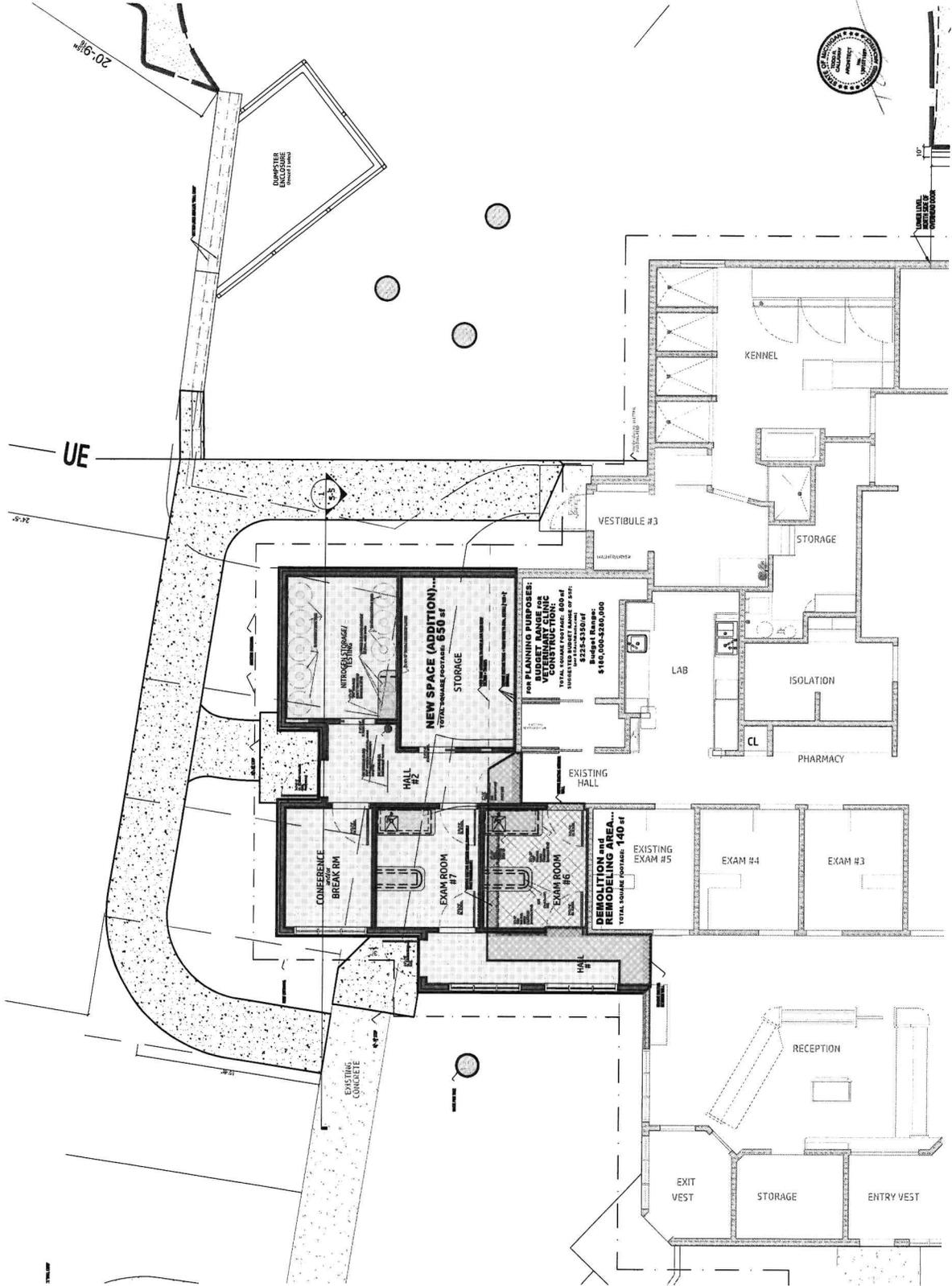
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PAUL J. FARHAT
date:
4-6-22
scale:
1/8" = 1'-0"
plot #:
210272

sheet contents:
DEMO PLAN

SHEET #:

D1.7

OF 13 SHEETS

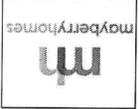




Farhat Design
 507-684-7800
 10725 N. Kingston Rd.
 Grand Rapids, MI 49507

revision	date
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2	4-26-22
3	9-27-22
4	10-11-22
5	1-27-23

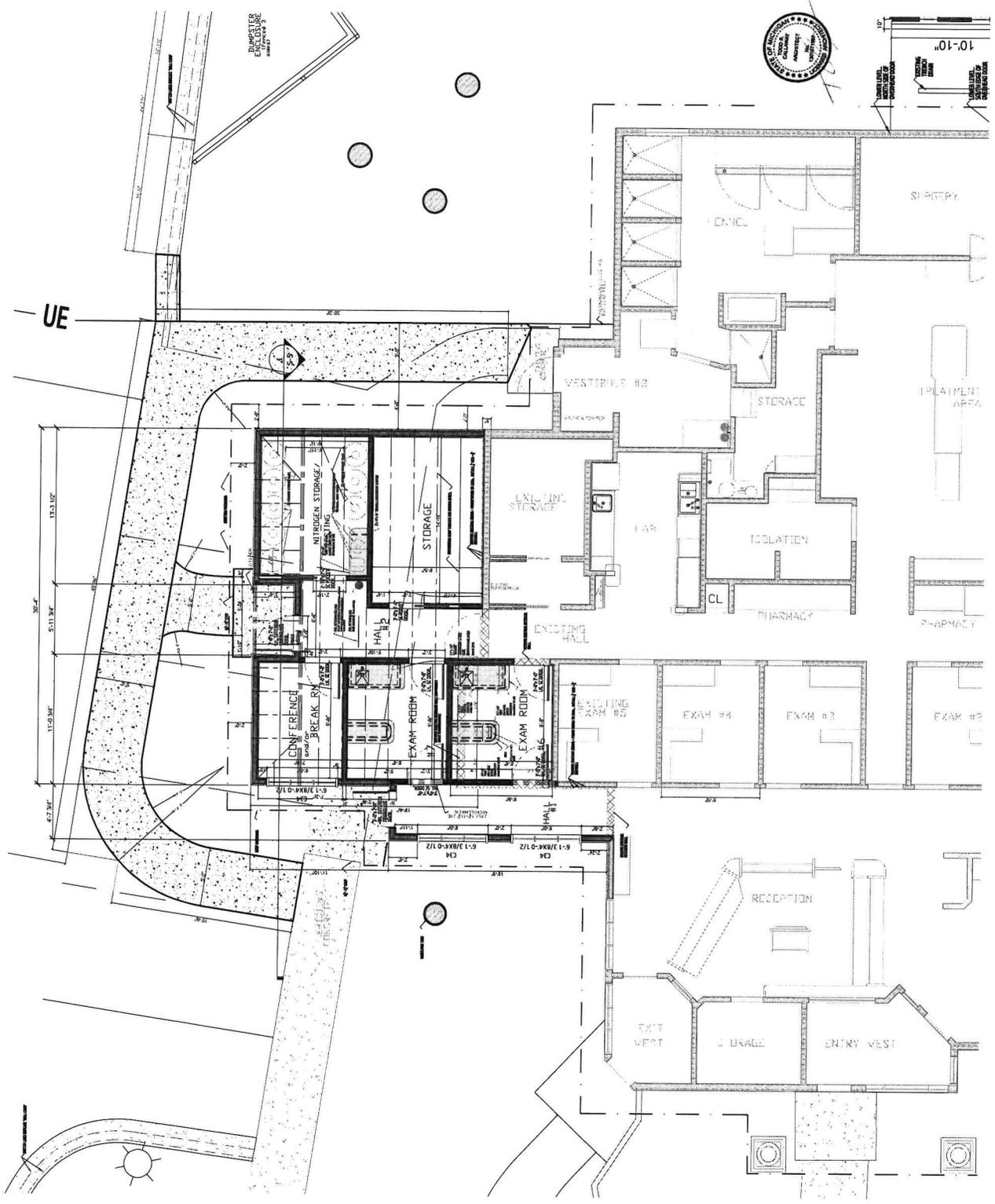
SCHULTZ VETERINARY CLINIC
 OKEMOS, MICHIGAN



drawn by:
PAUL J. FARHAT
 date:
 4-6-22
 scale:
 1/8" = 1'-0"
 job #:
 21022

SHEET CONTENTS:
FLOOR PLAN

SHEET #:
A1.8
 OF 13 SHEETS





Farhat Design
597-694-7620
1770 N. Kaysen Rd.
Grand Rapids, MI 49507

revision	date
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2	9-26-22
3	9-27-22
4	10-11-22
5	1-27-25

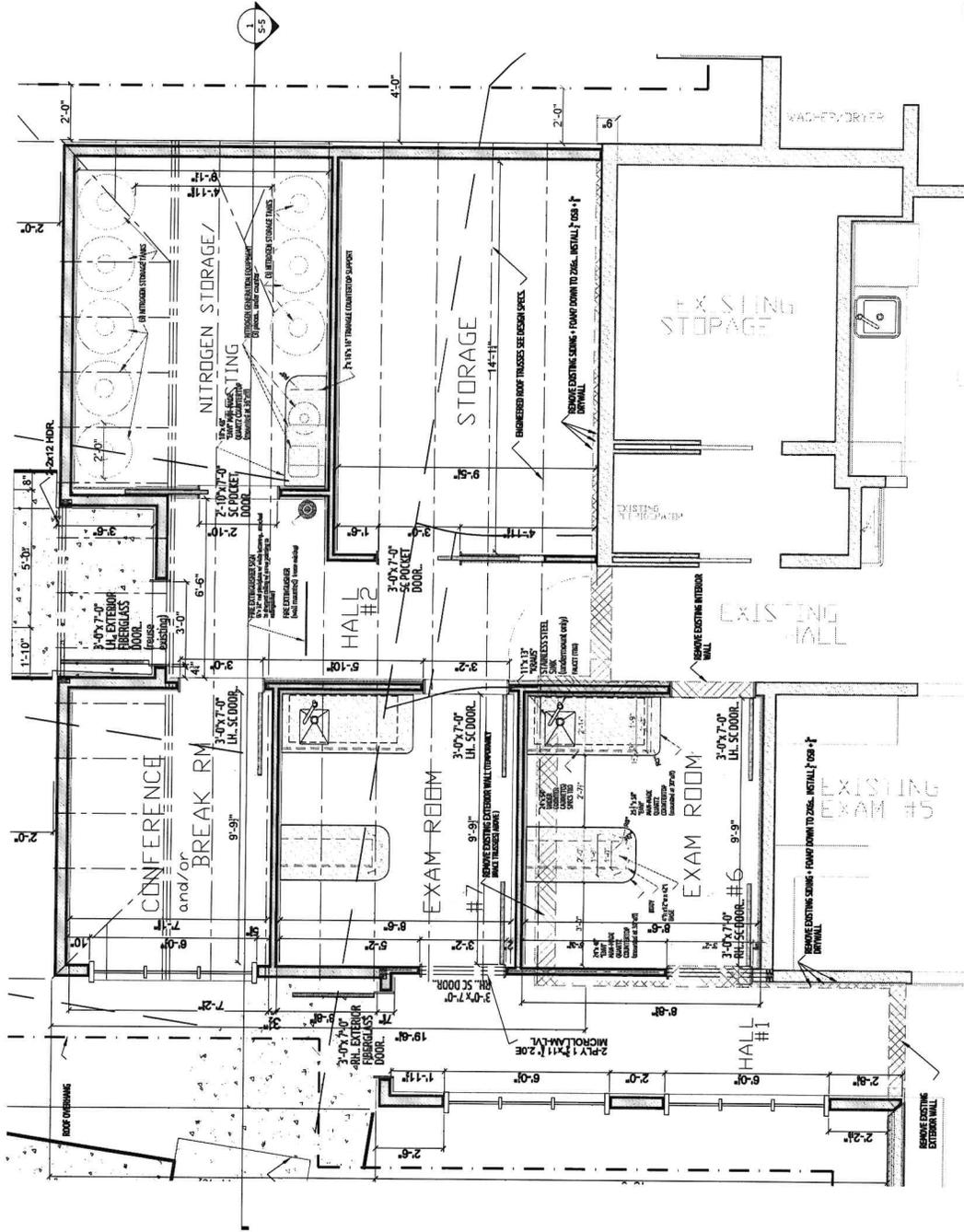
SCHULTZ VETERINARY CLINIC
OKEMOS, MICHIGAN



drawn by:
FAH J. FARHAT
date:
4-6-22
scale:
1/8" = 1'-0"
sheet #:
21022

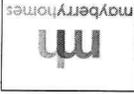
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1/2" SCALE

sheet #:
A1.9
of 13 SHEETS



revision:	date:
1-27-22	9-4-22
1-27-23	9-26-22
	9-27-22
	10-11-22
	1-27-23

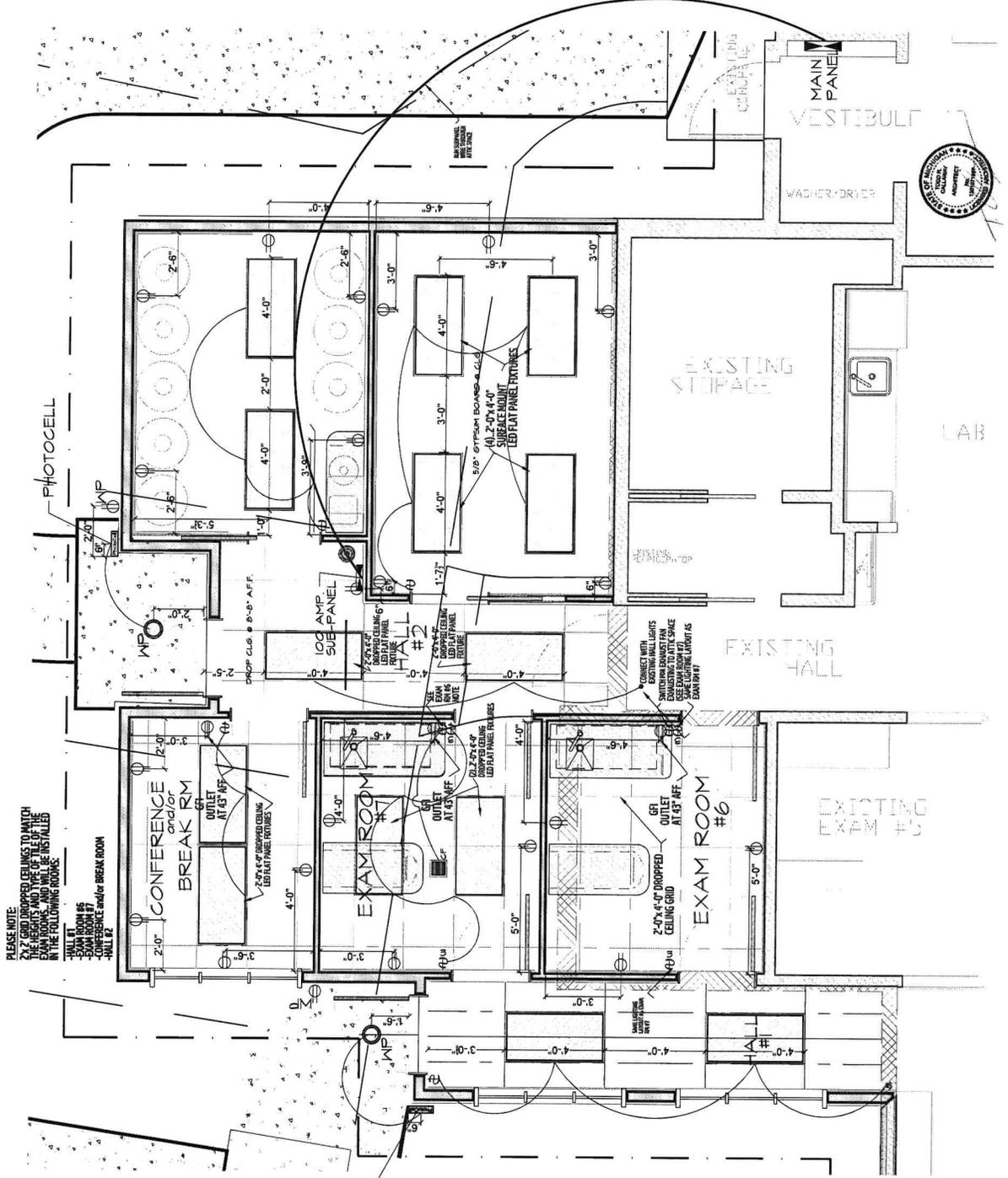
SCHULTZ VETERINARY CLINIC
OKEMOS, MICHIGAN



drawn by:
PAUL J. FARHAT
date:
9-6-22
scale:
1/8" = 1'-0"
job #:
21022

sheet contents:
ELECTRICAL

SHEET #:
E1.10
OF 13 SHEETS



PLEASE NOTE:
2x2 GRID DROPPED CEILING TO MATCH EXAM ROOMS AND THE REST OF THE EXAM ROOMS AND THE REST OF THE EXAM ROOMS AND THE REST OF THE EXAM ROOMS.

- HALL #1
- EXAM ROOM #6
- CONFERENCE BREAK ROOM
- HALL #2

ELECTRICAL KEY

FIXTURES

- LED CEILING LIGHT FIXTURE
- LED MALL LIGHT FIXTURE
- LED MALL LIGHT FIXTURE W/ COOP WIRE AT BATH VANTY FIXTURES
- RECESSED LIGHT FIXTURE (LED)
- CEILING MOUNT EXHAUST FAN
- 1/2 DIAL

ELECTRICAL KEY

SWITCHES

- S SINGLE POLE SWITCH
- 3 FOUR WAY OR MORE SWITCH
- F FAN SWITCH

OUTLETS

- D DUPLICATION ELECTRICAL OUTLET
- 1/2 OUTLET BY 1/2 OPERATED BY SWITCH
- 220 220 VOLT OUTLET
- M WEATHER PROOF DUPLEX OUTLET

MECHANICAL

NOTE:
SEE DRAWINGS BY CONTRACTOR FOR NEW ADDITION TO USE HEAT PUMP SIZED BY CONTRACTOR.
DUCT SIZE AND LOCATION BY CONTRACTOR.

PLAUMBING

NOTE:
SEE DRAWINGS BY CONTRACTOR.



Farhat Design
 10725 N. Kalamazoo Rd.
 Grand Rapids, MI 49537

REVISION DATE	DESCRIPTION
9-9-22	
9-26-22	
9-27-22	
10-11-22	
1-27-23	

SCHULTZ VETERINARY CLINIC
 OKEMOS, MICHIGAN



drawn by:
PAUL J. FARHAT
 date: 9-6-22
 scale: 1/8" = 1'-0"
 job #: 21022

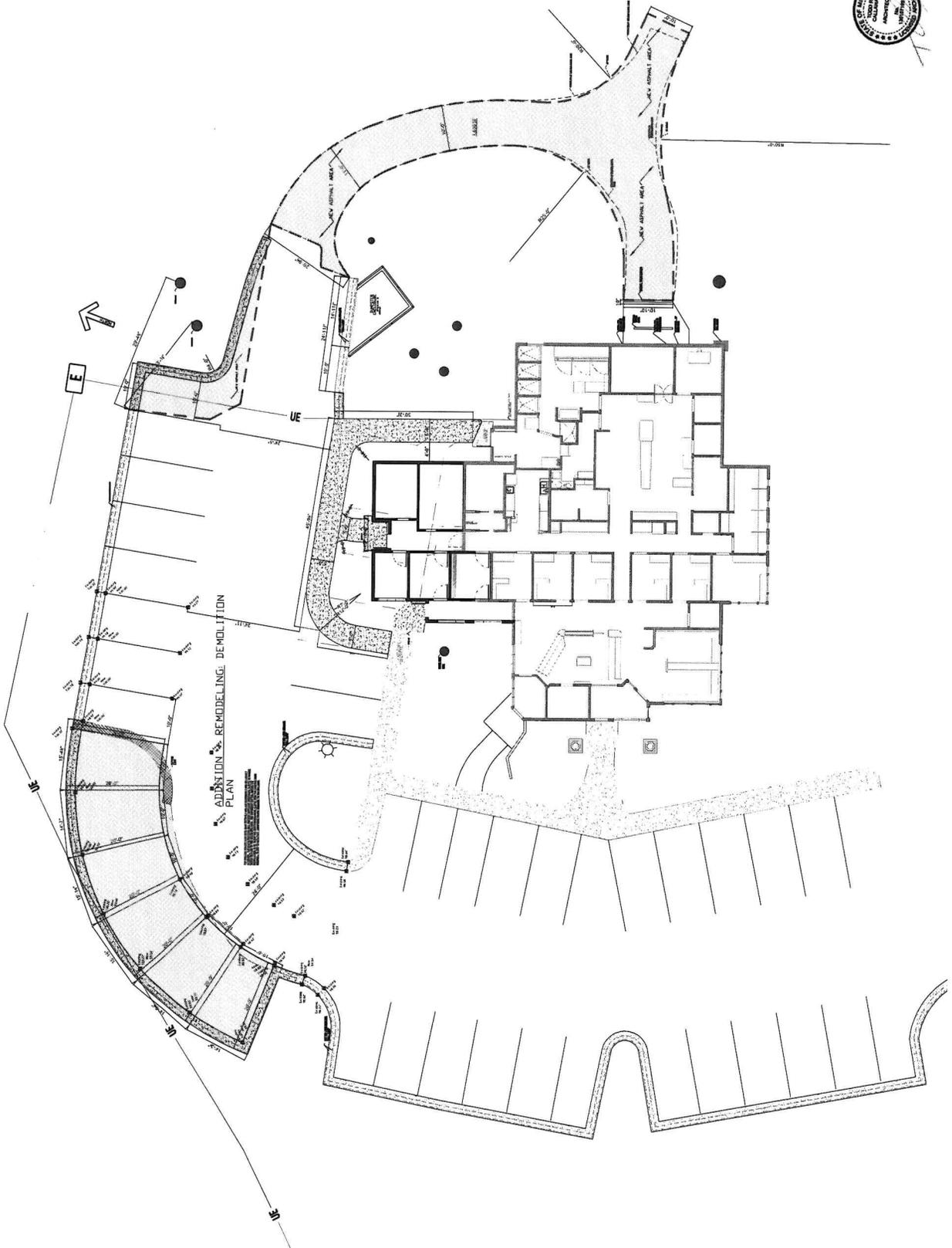
sheet contents:
 SITE PLAN

1" = 10' 0"

SHEET #:

A1.11

OF 13 SHEETS





To: Planning Commission

From: Brian Shorkey, Senior Planner

Date: April 6, 2023

Re: Special Use Permit #23007 (Work of Christ Community), to construct religious offices in a residential district.

The Planning Commission held the public hearing for Special Use Permit #23007 at its meeting on March 27, 2023. The Planning Commission raised no major concerns and agreed to consider a resolution to approve the special use permit to construct religious offices in a residential district at 1502 River Terrace Drive at its next meeting.

Planning Commission Options

The Planning Commission may approve, approve with conditions, or deny the special use permit. Staff recommends **approval** of the Special Use Permit to construct religious offices in a residential zone at 1502 River Terrace Drive, with the conditions listed in the resolution.

- **Move to adopt the resolution approving Special Use Permit #23007 to construct religious offices in a residential zone at 1502 River Terrace Drive.**

Attachment

1. Resolution to approve SUP #23007.
2. March 27, 2023 meeting packet.

RESOLUTION TO APPROVE

**Special Use Permit #23007
Work of Christ Community**

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 10th day of April, 2023 at 6:30 p.m., Local Time.

PRESENT:

ABSENT:

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

WHEREAS, Work of Christ Community has submitted a request religious offices in a residential zone at their property at 1502 River Terrace Drive, identified as Parcel I.D.# 33-02-02-20-151-003; and

WHEREAS, according to Sec. 86-654 of the Zoning Ordinance, religious offices are allowed as a special use in a residential zone; and

WHEREAS, the subject property is zoned RA – Single-Family Residential; and

WHEREAS, the Planning Commission held a public hearing at its regular meeting on March 27, 2023, and has reviewed staff material forwarded under a cover memorandum dated March 23, 2023; and

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.

WHEREAS, the proposed project is consistent with the general standards for granting a special use permit found in Section 86-654, Nonresidential Structures and Uses in Residential Districts, of the Code of Ordinances.

NOW THEREFORE, BE IT RESOLVED THE PLANNING COMMISSION OF THE CHARTER TOWNSHIP OF MERIDIAN hereby approves Special Use Permit #23007, subject to the following conditions:

1. A final site plan is required to be submitted and approved if any exterior improvements are proposed.

ADOPTED: YEAS:

NAYS:

STATE OF MICHIGAN)

) ss

COUNTY OF INGHAM)

Resolution to Approve
SUP #23007 (Work of Christ Community)
Page 2

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 10th day of April, 2023.

Mark Blumer
Planning Commission Chairperson



To: Planning Commission

From: Brian Shorkey, Senior Planner

Date: March 23, 2023

Re: Special Use Permit #23007 (Work of Christ Community), to construct religious offices in a residential district.

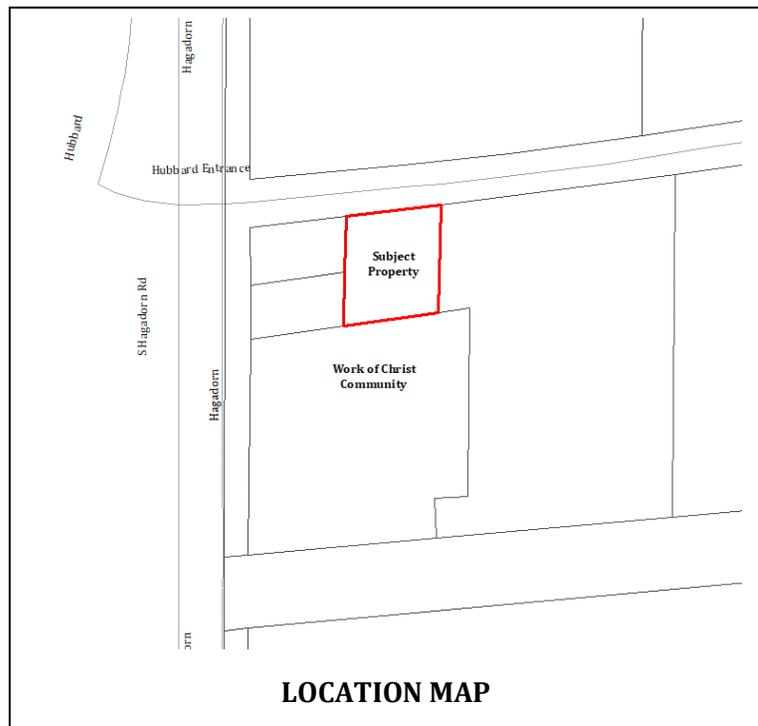
Work of Christ Community (Applicant) has submitted a Special Use Permit (SUP) application for the construction of religious offices at their property at 1502 River Terrace Drive (Subject Property). The Subject Property is approximately 0.45 acre in size and is zoned RA – Single-Family Residential. Sec. 86-654(c) lists nonresidential uses that may be permitted in residential zoning districts by special use permit. As a result, religious institutions may be permitted by special use permit.

The Applicant is planning on remodeling the existing structure on the Subject Property in order to house offices for the operations at Work of Christ Community. No external improvements are planned for the Subject Property.

Zoning and Future Land Use

The Subject Property is located in the RA – Single-Family Residential zoning district. The same zoning designation applies to all adjacent properties.

The 2017 Master Plan designates the subject site as R3 – Residential. This designation property to the west. Properties to the north, east, and south are shown as Institutional.



LOCATION MAP

Staff Analysis

Applications for Special Use Permits must comply with the standards as found in Sec. 86-126. The standards are listed here for the Planning Commission's review, followed by Staff comments in *italics*.

1. The project is consistent with the intent and purposes of this chapter.
The proposed use of a religious office meets the purpose of the chapter. The use is compatible with the surrounding land uses, especially since no external changes are proposed for the existing building.

**Special Use Permit #23007 (Work of Christ Community)
Planning Commission (March 27, 2023)
Page 2**

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

As noted, the property is designated as R3 – Residential in the Future Land Use map. Religious offices are allowed as an SUP in residential districts. Therefore, the proposed SUP is compatible with the Township's comprehensive plan. The Subject Property is one parcel off of Hagadorn Road.

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.

There is no construction proposed with this SUP. The existing building is a single-family residential building that is being converted into a religious office.

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

As noted above, there is no construction proposed with this SUP.

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

No changed in surrounding economics are expected since no external changes to the Subject Property are being made.

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.

All existing public facilities are adequate for the proposed SUP and no improvements are necessary.

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.

All existing public facilities are adequate for the proposed SUP and no improvements are necessary.

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.

Because no external changes are proposed for the Subject Property, and the proposed use is for religious offices for the existing religious facility, it is not expected that any additional traffic, noise, smoke, fumes, glare, or odors will be produced.

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 proposed SUP will not have any effects on the Township's natural resources.

**Special Use Permit #23007 (Work of Christ Community)
Planning Commission (March 27, 2023)
Page 3**

In addition, non-residential special uses under Sec. 86-654(e) have specific site location standards that must be met. The standards are listed here for the Planning Commission's review, followed by Staff comments in *italics*.

1. Any permitted nonresidential structure or use should preferably be located at the edge of a residential district, abutting a business or industrial district, or a public open space.

The proposed SUP is located near the Township boundary and Michigan State University's campus.

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

The Subject Property fronts on River Terrace Drive. This is a local road that connects to Hagadorn Road, which is a principal arterial.

3. Motor vehicle entrance and exit should be made on a major street or as immediately accessible from a major street as to avoid the impact of traffic generated by the nonresidential use upon the residential area.

The Subject Property enters and exits from River Terrace Drive. This is a local road that connects to Hagadorn Road, which is a principal arterial. No additional traffic is expected from the SUP.

4. Site locations should be preferred that offer natural or manmade barriers that would lessen the effect of the intrusion of the nonresidential use into a residential area.

The Subject Property is bordered by two churches and a parking lot to the north, east, and south. The proposed SUP is not expected to intrude on any residential uses.

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

All existing public facilities are adequate for the proposed SUP and no improvements are necessary.

Staff has identified no major concerns that would negatively impact surrounding properties or the Township at large while reviewing the proposed Special Use Permit. If the project is approved by the Planning Commission, the applicant will be required to submit for Site Plan Review and applicable building permits before work on the project can begin. Site Plan Review is a detailed staff-level analysis of the project which includes reviews of storm water, utilities, landscaping, grading, and other issues to ensure compliance with all applicable ordinances as well as confirmation of approvals from local agencies such as the Ingham County Drain Commissioner's Office and Road Department.

Planning Commission Options

The Planning Commission has the option to approve, approve with conditions, or deny Special Use Permit #23007. A resolution will be provided at a future meeting.

Attachments

1. SUP permit application, received by the Township on February 27, 2023.
2. Site plan prepared by Kebs, Inc. February 10, 2023 and received by the Township on February 27, 2023.
3. Warranty Deed, dated December 7, 2022 and received by the Township on February 27, 2023.

CHARTER TOWNSHIP OF MERIDIAN
DEPARTMENT OF COMMUNITY PLANNING AND DEVELOPMENT
5151 MARSH ROAD, OKEMOS, MI 48864
PLANNING DIVISION PHONE: (517) 853-4560, FAX: (517) 853-4095
SPECIAL USE PERMIT APPLICATION

Before submitting this application for review, an applicant may meet with the Director of Community Planning and Development to discuss the requirements for a special use permit and/or submit a conceptual plan for review to have preliminary technical deficiencies addressed prior to submittal of the application. If the property or land use is located in the following zoning districts RD, RC, RCC, RN then the applicant must meet with the Planning Director to discuss technical difficulties before filing a formal application.

Part I

A. Applicant: The Work of Christ Community

Address of Applicant: 4828 S Hagadorn Road, East Lansing, Michigan 48823

Telephone: (517) 336-8533 Email: jerry.munk@yahoo.com

Interest in property (circle one): Owner Tenant Option

(Please attach a list of all persons with an ownership interest in the property.)

The sole owner is The Work of Christ Community, a nonprofit, Michigan corporation.

B. Site address: 1502 River Terrace Drive, East Lansing, Michigan 48823

Parcel number: 33-02-02-20-151-003

Legal description: The Easternly 130 feet of Lot 31, Supervisors Plat of River Terrace Subdivision, according to the plat thereof, as recorded in Liber 13 of Plats, Page 44, Ingham County Records.

Current zoning: RA Residential

Use for which permit is requested: Institutional; Religious Institution (office)

Corresponding ordinance number: 86-654(2)

C. Developer: by applicant

D. Architect, Engineer Planner or Surveyor responsible for design of project if different from applicant: by applicant

E. Acreage of all parcels in the project: 0.44 acres

F. Explain the project and development phases: Our plan is to refurbish the interior, exterior, and grounds of the existing house on this property and to use it as administrative and pastoral offices for the Work of Christ Community, whose community center is adjacent to this property. We do not plan to add any new elements to this property, only to refurbish and repurpose as described above. Note: there is a small storage shed on the property that we intend to demolish.

Our current plan (which may evolve if we uncover unexpected problems) is to replace the

roof and repair the masonry on the exterior. To replace the furnace; repair plumbing and electrical as needed; repair walls, windows, and trim as needed; replace flooring; and repurpose the kitchen to an office kitchenette in the interior. And to refresh the gravel drive and parking area.

G. Total number of:

Existing: structures = 1; bedrooms = 3; offices = 0; parking spaces = 4; carports = 0; garages = 1

Proposed: structures = 1; bedrooms = 0; offices = 4; parking spaces = 4; carports = 0; garages = 0

H. Square footage: existing buildings = 1,114 sq/ft; proposed buildings = none

Usable Floor area: existing buildings = 1,114 sq/ft; proposed buildings = none

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: 1 full time and 4 part time employees, working from 8:00 a.m. to 5:00 p.m.

J. Existing Recreation: none

Proposed Recreation: none

Existing Open Space: 18,363.7 sq/ft

Proposed Open Space: 18,363.7 sq/ft

K. If Multiple Housing:

This section does not apply as this is not a multiple housing project.

L. The following support materials must be submitted with the application:

1. Nonrefundable Fee.
2. Legal Description of the property.
3. Evidence of fee or other ownership of the property.
4. Site Plan containing the information listed in the attachment to this application.
5. Architectural sketches showing all sides and elevations of the proposed buildings or structures, including the project entrance, as they will appear upon completion. The sketches should be accompanied by material samples or a display board of the proposed exterior materials and colors.
We are not proposing any new buildings.
6. A Traffic Study, prepared by a qualified traffic engineer, based on the most current edition of Evaluating Traffic Impact Studies: A Recommended Practice for Michigan Communities, published by the State Department of Transportation.
This use will produce only a few trips per day—far fewer than what would require a traffic study, per Code of Ordinances, Chapter 86, Article IV, Division 2.
 - a. A traffic assessment will be required for the following:

- 1) New special uses which could, or expansion or change of an existing special use where increase in intensity would, generate between 50 to 99 directional trips during a peak hour of traffic.
- 2) All other special uses requiring a traffic assessment as specified in the Township Code of Ordinances, Chapter 86, Article IV, Division 2.
- b. A traffic impact study will be required for the following:
 - 1) New special uses which would, or expansion or change of an existing special use where increase in intensity would, generate over 100 directional trips or more during a peak hour of traffic, or over 750 trips on an average day.
 - 2) All other special uses requiring a traffic assessment as specified in the Township Code of Ordinances, Chapter 86, Article IV, Division 2.
7. Natural features assessment which includes a written description of the anticipated impacts on the natural features at each phase and at project completion that contains the following:

As we are adding no new structures or elements, there will be no impact to natural features.

 - a. An inventory of natural features proposed to be retained, removed, or modified. Natural features shall include, but are not limited to, wetlands, significant stands of trees or individual trees greater than 12 inches dbh, floodways, floodplains, waterbodies, identified groundwater vulnerable areas, slopes greater than 20 percent, ravines, and vegetative cover types with potential to sustain significant or endangered wildlife.
 - b. Description of the impacts on natural features.
 - c. Description of any proposed efforts to mitigate any negative impacts.

The natural features assessment may be waived by the Director of Community Planning and development in certain circumstances.

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 required as this is not a Housing Residential Development.

1. Existing and proposed contours of the property at two foot intervals based on United States Geological Survey (USGS) data.
2. Preliminary engineering reports in accordance with the adopted Township water and sewer standards, together with a letter of review from the Township Engineer.
3. Ten copies of a report on the intent and scope of the project including, but not limited to: Number, size, volume, and dimensions of buildings; number and size of living units; basis of calculations of floor area and density and required parking; number, size, and type of parking spaces; architectural sketches of proposed buildings.
4. Seven copies of the project plans which the Township shall submit to local agencies for review and comments.

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 required as this property is not located in zoning district RP.

1. A description of the operations proposed in sufficient detail to indicate the effects of those operations in producing traffic congestion, noise, glare, air pollution, water pollution, fire hazards or safety hazards or the emission of any potentially harmful or obnoxious matter or radiation.
2. Engineering and architectural plans for the treatment and disposal of sewerage and industrial waste tailings, or unusable by-products.
3. Engineering and architectural plans for the handling of any excessive traffic congestion, noise, glare, air pollution, or the emission of any potentially harmful or obnoxious matter or radiation.

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 required as this property is not located in zoning district CV.

1. A letter of approval from the State Department of Environmental Quality.
2. A location map including existing topographic data at two-foot interval contours at a scale of one inch representing 100 feet.
3. A map showing proposed grading and drainage plans including the location of all public drainage easements, the limits, extent, and elevations of the proposed fill, excavation, and occupation.
4. 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.

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:

Not required as property is not located in a Groundwater Recharge area or zoning district CV. Also, as we are not adding any new elements to this property.

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.

SUP REQUEST STANDARDS Township Code of Ordinances, Section 86-126

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) The project is consistent with the intent and purposes of this chapter.
Yes, as religious institutions are allowed in residential areas.
- (2) The project is consistent with applicable land use policies contained in the Township's Master Plan of current adoption.
Yes, as religious institutions are allowed in residential areas.
- (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.
Yes, as we are re-purposing an existing house and will maintain its residential appearance. The proposed use will be for a small, quiet office operation that will be harmonious with neighboring homes and religious institutions.
- (4) The project will not adversely affect or be hazardous to existing neighboring uses.
It will not, as use will be limited to a small, quiet office operation. We will not engage in hazardous activities or use hazardous materials.
- (5) The project will not be detrimental to the economic welfare of surrounding properties or the community.
It will not. Planned renovations will improve the overall appearance of the house and grounds, and the property will be well maintained in the future. (It has not been well maintained in the past.)
- (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.
It will be served adequately by existing public facilities. The proposed use should be similar to or less than what would be typical for this property's previous use as a private residence.
- (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 storm water are proposed, they shall be properly designed and capable of handling the long-term needs of the proposed project.
Yes, the existing sanitation facilities will be adequate. Again, the proposed use should be similar to or less than typical residential use.
- (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, odors.

It will not. Again, our proposed use is as a small, quiet office operation that will not produce excessive 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. It will not. The proposed use of this property will be similar to its previous use as a private residence. It is not prime agricultural land or a water recharge area. It contains no lakes, streams, forest, wetlands, or wildlife areas.

Part III

I (we) 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)

But, we would gladly grant access to the house when an officer or agent of the Work of Christ is present.

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.

Signature of Applicant



Type/Print Name: Gerald Munk

Fee: _____ Received by/Date: _____

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

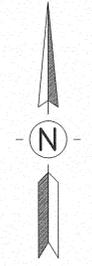
A site plan, drawn to a legible scale, containing the following information where applicable:

- a. Boundaries of the subject property.
- b. Total area of the subject property.
- c. Location of all existing and proposed structures.
- d. Approximate location and distance of all structures within 100 feet of the subject property.
- e. Uses of existing and proposed buildings, on the subject site.
- f. Proposed means of vehicular and pedestrian ingress and egress to the subject property.
- g. Public and private roads and streets, rights-of-way, and easements, indicating names and widths, which abut or cross the site.
- h. Existing and proposed parking spaces, and vehicular and pedestrian circulation patterns.
- a. 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.
- l. Location and sizes of existing utilities including power lines and towers, both above and below the ground.
- m. Amount and location of all impervious surfaces.
- n. The verified boundaries of all natural water features and required setback lines.

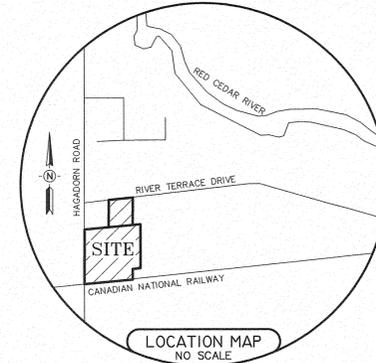
FOR: WORK OF CHRIST COMMUNITY

SITE PLAN

"1502 RIVER TERRACE DRIVE & 4828 S. HAGADORN ROAD, EAST LANSING, MI 48823"

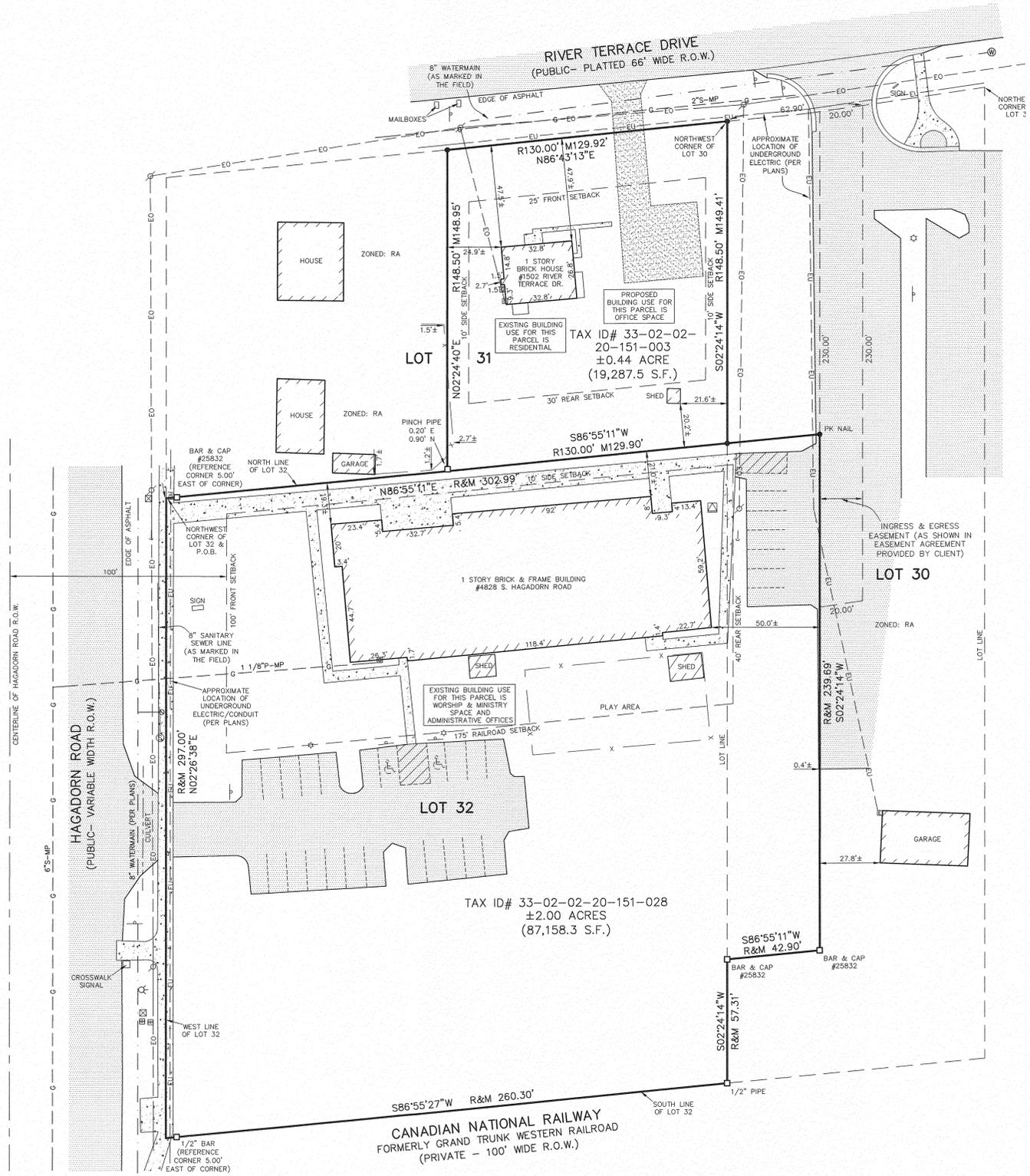


SCALE 1" = 30'
0' 30' 60' 90'



- LEGEND**
- (M) = MEASURED DIMENSION
 - (R) = RECORDED DIMENSION
 - = SET 1/2" BAR WITH CAP UNLESS NOTED
 - = FOUND IRON AS NOTED
 - = DEED LINE
 - = DISTANCE NOT TO SCALE
 - +— = FENCE
 - ▨ = ASPHALT
 - ▩ = CONCRETE
 - ▧ = GRAVEL
 - — — = BUILDING OVERHANG
 - - - - - = SANITARY SEWER
 - - - - - = STORM SEWER
 - - - - - = WATER LINE
 - - - - - = GAS LINE
 - - - - - = OVERHEAD WIRES
 - ⊙ = SANITARY MANHOLE
 - ⊕ = WATER MANHOLE
 - ⊗ = GAS METER
 - ⊘ = FIRE HYDRANT
 - ⊙ = VALVE
 - ⊙ = WATER METER
 - ⊙ = UTILITY POLE
 - ☆ = LIGHT POLE
 - ⊙ = GUY WIRE
 - ⊙ = UTILITY PEDESTAL
 - ⊙ = TRANSFORMER
 - ⊙ = HANDHOLE
 - ⊙ = ELECTRIC METER
 - ⊙ = SIGN

- SURVEYOR'S NOTES:**
- This plan was made at the direction of the parties named hereon and is intended solely for their immediate use. Survey prepared from fieldwork performed in January 2023.
 - All bearings are based on the legal description as provided by the client and shown in Lawyers Title Insurance Corporation, Commitment No. 33:026934, dated July 17, 1997.
 - All dimensions shown are as-measured unless otherwise noted.
 - All dimensions are in feet and decimals thereof.
 - No building tie dimensions are to be used for establishing the property lines.
 - Easements as shown hereon were provided by the client.
 - By scaled map location and graphic plotting only, this property lies entirely within Flood Zone "X", areas outside the 0.2% annual chance floodplain, according to the National Flood Insurance Program, Flood Insurance Rate Map for the Charter Township of Meridian, Ingham County, Michigan, Community Panel No. 260093 0152 D, dated August 16, 2011.
 - Due to the amount of snow on the ground at the time of the survey, all improvements may not be shown.
 - Utility information as shown was obtained from available public records and from supporting field observations, where possible, and is subject to verification in the field by the appropriate authorities prior to use for construction. In addition, this parcel was marked by MISS DIG Ticket No. 2023012401645 & 2023012401654. MISS DIG positive response shows responses from Fonora fiber optics, Centurylink fiber optics, Meridian Township water & sanitary sewer and MSU electric, fiber optics and storm sewer. Utility markings actually found on site by the field crew were: sanitary sewer & water.



LEGAL DESCRIPTIONS:
 (As provided by Westcoast Land Title Insurance Company, Commitment No. LIB180087, dated December 7, 2022):
 Tax ID# 33-02-02-20-151-003: The Easterly 130 feet of Lot 31, Supervisor's Plat of River Terrace Subdivision, according to the plat thereof, as recorded in Liber 13 of Plats, Page 44, Ingham County Records.

(As provided by Lawyers Title Insurance Corporation, Commitment No. 33:026934, dated July 17, 1997):
 Tax ID# 33-02-02-20-151-028: All of Lot 32 and a part of Lot 30, Supervisor's Plat of River Terrace Subdivision, Meridian Township, Ingham County, Michigan, according to the recorded plat thereof, as recorded in Liber 13 of Plats, Page 44, Ingham County Records; described as: Beginning at the Northwest corner of Lot 32, thence North 86°55'11" East along the North line of said Lot 32, 302.99 feet; thence South 02°24'14" West 239.69 feet; thence South 86°55'11" West parallel with the North line of said Lot 32, 42.90 feet to the East line of said Lot 32; thence South 02°24'14" West along said East line 57.31 feet to the South line of said Lot 32; thence South 86°55'27" West along said South line 260.30 feet to the West line of said Lot 32; thence North 02°26'38" East along said West line 297.00 feet to the point of beginning.

Easement Agreement (as provided by client):
 Commencing at the Northwest corner of Lot 30, Supervisor's Plat of River Terrace Subdivision, Meridian Township, Ingham County, Michigan, according to the recorded plat thereof, as recorded in Liber 13 of Plats, Page 44, Ingham County Records; thence easterly along the North line of Lot 30 62.90 feet to the point of beginning of this description; thence southerly parallel with the west lot line of Lot 30 230 feet; thence westerly parallel with the north lot line of said Lot 30 20 feet; thence northerly along the west lot line Lot 30 230 feet; thence easterly along the north lot line of Lot 30 30 feet to the point of beginning.

PARCELS ARE CURRENTLY ZONED:
 RA - ONE-FAMILY MEDIUM-DENSITY RESIDENTIAL

SETBACKS:
 FRONT - 25' OFF R.O.W. (RIVER TERRACE DRIVE)
 100' OFF C/L (HAGADORN ROAD)
 SIDE - 10'
 REAR - 30' (UP TO 150' DEPTH)
 40' (OVER 150' DEPTH)
 RAILROAD - 175'

BUILDING COVERAGE ON NORTH PARCEL: = 923.8 S.F.
 923.8/19,287.5 = 4.79% COVERAGE

BUILDING COVERAGE ON SOUTH PARCEL: = 26,958.0 S.F.
 10,994.6/87,158.3 = 12.61% COVERAGE

TOTAL BUILDING LOT COVERAGE: 11,918.4 S.F.
 11,918.4/106,445.8 = 11.20%

PARKING:
 REGULAR PARKING SPACES: 28
 DISABLED PARKING SPACES: 2
 TOTAL ON-SITE PARKING SPACES: 30



Dane B. Pascoe
 PROFESSIONAL SURVEYOR
 DATE 2/10/23
 NO. 54434

REVISIONS	COMMENTS	KEBS, INC. ENGINEERING AND LAND SURVEYING	
02/10/23	ORIGINAL	2116 HASLETT ROAD, HASLETT, MI 48840 PH. 517-339-1014 FAX 517-339-8047 WWW.KEBS.COM	
		Marshall Office - Ph. 269-781-9800	
		DRAWN BY KDB	SECTION 20, T4N, R1W
		FIELD WORK BY NAW	JOB NUMBER:
		SHEET 1 OF 1	100846.LOT



I HEREBY CERTIFY that there are no TAX LIENS or TITLES held by the state or any individual against the within description, and all TAXES on same are paid for five years previous to the date of this instrument as appears by the records of this office, except as stated.

Alan Fox, Ingham County Treasurer
Sec.135, Act 206, 1893 as amended
12/13/2022 by CB

WARRANTY DEED



File No. LIB180087

The Grantor(s): Elias Kafantaris, Personal Representative for The Estate of John C. Maidens, Ingham County Probate Court Case No. 21-000903-DE

whose address is: 1515 W. Mt. Hope Ave #5, Lansing, MI 48910

Convey and Warrant to: The Work of Christ Community, a Michigan Non-Profit Corporation or its designee

whose address is: 4828 S. Hagadorn Rd., East Lansing, MI 48823

the following described premises situated in the Township of Meridian, County of Ingham, State of Michigan, to wit:

The Easterly 130 feet of Lot 31, Supervisor's Plat of River Terrace Subdivision, according to the plat thereof, as recorded in Liber 13 of Plats, Page 44, Ingham County Records.

The above described property is commonly known as 1502 River Terrace Dr., East Lansing, MI 48823

for the full consideration of: \$165,000.00 (One Hundred Sixty Five Thousand Dollars and No Cents)

Subject to: Easements, reservations, and restrictions of record, subject to visible easements and encroachments, and subject to the lien of taxes not yet due and payable at the time of closing.

Dated 12, 7, 2022

WARRANTY DEED

(Continued)

Signed By:

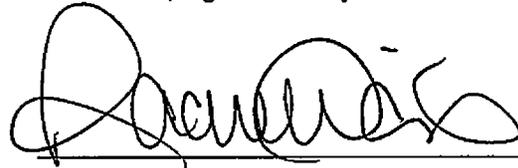
The Estate of John C. Maidens and Ingham County
Probate Court Case No. 21-000903-DE

By: Elias Kafantaris, Personal Representative
Elias Kafantaris

STATE OF MI
COUNTY OF Ingham

The foregoing instrument was acknowledged before me this 7 day of December, 2022 by
Elias Kafantaris, Personal Representative for The Estate of John C. Maidens, Ingham County Probate Court Case No.
21-000903-DE.

RACHEL DAVIS
Notary Public, State of Michigan
County of Eaton
My Commission Expires 08-30-2025
Acting in the County of Ingham



My Commission Expires: _____
Acting in the County of: _____

Notary Public
County

Drafted by: Thomas D. Richardson, Esq.
111 N. Main St.
Ann Arbor, MI 48104

When recorded return to: The Work of Christ Community, a
Michigan Non-Profit Corporation
or its designee
4828 S. Hagadorn Rd.
East Lansing, MI 48823

Tax Code: 33-02-02-20-151-003

(File Number: LIB180087)



To: Members of the Planning Commission

From: Brian Shorkey, AICP, Senior Planner

Date: April 6, 2023

Re: Ordinance Amendment – Lighting

Chapter 38, Article VII regulates outdoor lighting. Over the past year, Planning Staff has included an intern who has been working on updating the Lighting ordinance.

Although the Lighting ordinance does not appear in the Zoning Ordinance, the Board of Trustees is expected to ask for the Planning Commission's comments. Therefore, Staff has prepared a presentation to describe the proposed changes within the Lighting Ordinance. The Planning Commission is welcome to comment on the proposed changes as the final ordinance is being prepared.

The goal of the proposed ordinance is to reduce or eliminate several factors of light pollution, such as clutter, glare, light trespass, skyglow, energy waste, reduced safety and security, and impacts on the human or natural environmental. Dark-sky principles, as provided by the International Dark-Sky Association, would guide lighting requirements, with key updates focusing on best practices, available technology, convenience for the public, and educational opportunities.

Attachments

1. Draft Proposed Lighting Ordinance - Text
2. Draft Proposed Lighting Ordinance - Presentation

Outdoor Lighting Ordinance

1. Definitions

Business Hours

The period from one-half hour to one-half hour before the established hours of operation of a business, for purposes of the Light Curfew.

Color Rendering Index (CRI)

Measure comparing the color of an object under a light source to a reference light source of comparable color temperature. CRI values generally range from 0 to 100. As the CRI approaches 100, the color of the lit object becomes truer or closer to the original color.

Correlated Color Temperature (CCT)

Quantity describing the perceived color of light. It is specified by the temperature of a pure thermal spectrum having the same perceived color. The corresponding thermal temperature is ordinarily given in °Kelvin.

Clutter

Excessive groupings of light sources that are bright and confusing.

Dark-Sky Principles

Principles of advanced lighting technologies to reduce Light Pollution, including:

- Useful – Light should have a clear purpose. Consider how the use of light will impact the area, including nocturnal wildlife and the environment.
- Targeted – Light should be directed only to where needed. Use shielding and careful aiming to target the direction of the light beam as to not spill beyond where it is needed.
- Low-Light Levels – Light should be no brighter than necessary. Be mindful of surface conditions which may reflect more light into the night sky than intended.
- Controlled – Light only when useful. Use controls such as timers or motion detectors to ensure that light is available when needed and turned off when not, and dimmed when possible.
- Color – Limit the amount of shorter wavelength (blue-violet) light to the least amount needed.

Foot-candle

Measurement unit for Illuminance, corresponding to one Lumen of light falling on a one square-foot surface.

Fully Shielded

Designation for a Luminaire from which no light is emitted at or above a horizontal plane drawn through the lowest light-emitting portion.

Glare

Lighting entering the eye directly from Luminaires or indirectly from reflective surfaces that

causes visual discomfort or reduced visibility.

Hardscape Area

Area in square-feet of permanent hardscape improvements to the site including parking lots, drives, entrances, curbs, ramps, stairs, steps, medians, walkways, patios, and other decorative features. Materials may include concrete, asphalt, stone, gravel, etc.

Illuminance

Brightness of light falling on a surface or plane perpendicular to the direction of a light source measured in Foot-candles.

Illuminating Engineering Society (IES)

The recognized technical and educational resource on illumination.

International Dark-Sky Association (IDA)

The recognized informative resource on light pollution and the leading organization combating light pollution worldwide.

Light Curfew

Nightly reduction or extinguishing of unnecessary lighting in an effort to prevent Light Pollution.

Light Pollution

Any adverse effect of artificial light including, but not limited to, Clutter, Glare, Light Trespass, Skyglow, energy waste, reduced safety and security, and impacts on the human or natural environment.

Light Trespass

The shining of light produced by a Luminaire beyond the boundaries of the property on which the luminaire is located.

Lumen

Unit of measure used to quantify the amount of light produced by emitted from a luminaire.

Luminaire

A complete lighting system consisting of a lamp or lamps together, with the parts, fixtures, and wiring designed to distribute the light, to position and protect the lamps, and to connect the lamps to the power supply.

Partially Shielded

Designation for a Luminaire from which some light is emitted at or above a horizontal plane drawn through the lowest light-emitting portion, for the purpose of illuminating specific targets above grade. Any light from a Luminaire that is not illuminating the target shall be Fully Shielded.

Shielding

Devices or techniques that are used as part of a luminaire or lamp to limit glare, light trespass and light pollution.

Skyglow

Unnatural brightening of the night sky due to outdoor lighting that is not shielded or from reflection off bright surfaces.

Uniformity Ratio

Ratio of average lighting intensity to minimum lighting intensity of an area.

2. Purpose

The purpose of this article is to provide for outdoor lighting consistent with Dark Sky Principles to reduce or eliminate Light Pollution, as defined by this section. Advanced lighting technologies and principles detailed by this section will limit adverse effects of artificial lighting in the township, including: Clutter, Glare, Light Trespass, Skyglow, energy waste, reduced safety and security, and impacts on the human or natural environment.

3. Applicability

All lighting that causes exterior illumination after sunset and before sunrise shall be in conformance with the requirements established under this article, **except** for the following:

- A. Temporary light installations on private property are permitted for a total of 90 days in one calendar year. Examples include seasonal decorative lighting and lighting for temporary public art installations, screenings, performances, and special events. Temporary lighting installations shall be extinguished between 12am and 6am. Any temporary light installation in nonresidential zoning districts shall comply with 4.B.10. Prohibited Outdoor Lighting.
- B. Lighting for public monuments, statuary, or historic landmarks.
- C. Lighting within public right-of-way or easement for the principal purpose of illuminating streets or roads. No exemption shall apply to any lighting within the public right of way or easement when the purpose of the luminaire is to illuminate areas outside the public right of way or easement, unless regulated with a streetlighting ordinance.

4. Lighting Specifications

A. Color Spectrum Management

1. All permanent multifamily and nonresidential lighting installations, with the exception of illuminated signs, shall have a Color Rendering Index (CRI) of at least 80.
2. All permanent multifamily and nonresidential lighting installations, with the exception of illuminated signs, shall have a Correlated Color Temperature (CCT) no greater than 3000K.

B. Luminaire Design and Installation

1. Light Trespass

- a) Light Trespass beyond any property line shall not exceed 0.1 Foot-candles onto any one- or two-family district, onto public land, or the public right-of-way.
- b) Light Trespass beyond any property line shall not exceed 0.3 Foot-candles onto a property in any other zoning district.

2. Shielding

- a) Where lighting illuminates primarily the ground or horizontal, including but not limited to parking areas, loading docks, recreational areas, site entrances, Luminaires shall meet Fully Shielded criteria, except wall and pole mounted Luminaires which shall meet the requirements of B.4.
- b) Where lighting illuminates features on an above grade or vertical target, including but not limited to architectural features, signs, landscaping, fountains, and sculptures, Luminaires shall meet Partially Shielded criteria only upon a recorded finding that the proposed lighting shall be installed and aimed to minimize their output past the object being illuminated, skyward or otherwise.
- c) Under-canopy lighting for applications such as gasoline service stations, hotel or theater marquees, or drive-thru facilities shall be Fully Shielded.

3. No Luminaire in any installation location shall cause Glare onto any residential property, public land, or onto the public right of way.

4. Wall or pole mounted Luminaires shall be fixed (not adjustable) and aimed no higher than 45 degrees below horizontal. Pole mounted Luminaires shall not exceed 20 feet in height.

5. Facade & Landscape illumination shall be provided from above, rather than below, and shall be shielded from Glare and Light Trespass.

6. Light Output

- a) The following light output standards are maximums; Design goals should be the lowest levels to provide adequate functionality of the use.
- b) Total Site Lumens – See Hardscape Area in 1. Definitions.

Luminaire Installation Location	Total Site Lumen Output Allowed
One- and Two-Family; Public Land	1.25 Lumens per ft ² Hardscape Area
Any other Zoning District	2.5 Lumens per ft ² Hardscape Area

- b) No Luminaire shall produce greater than 3,000 Lumens in any location.
- c) Illuminance shall not exceed 5 Foot-candles at any point on any property. Illuminance shall be measured facing upward, three feet above the surface for all measurements, including Light Trespass and parking lots.
- d) Parking lots shall not exceed a Uniformity Ratio of 3:1.

7. Light Curfew & Business Hours

- a) Lighting for parking lots and vehicular and pedestrian traffic ways shall be extinguished nightly after Business Hours on sites with no residential use.
- b) Lighting for building facades or landscapes for decorative purpose is prohibited between 12:00 am and 6:00 am, except during Business Hours on sites with no residential use.
- c) After hours lighting with the purpose of accommodating higher security, vehicle or foot traffic levels may be provided in levels between 0.5 and 2 Foot-candles.
- d) Lighting to be extinguished or dimmed nightly in accordance with Business Hours shall be controlled by an automated timer system, and a motion activated system if .
- e) Motion activated lighting systems shall not be activated by movement beyond the property boundary.

10. Prohibited Lighting:

- a) Any dynamically changing lights, including strobe lights, or lights that are programmed to be flashing, blinking, or moving; except that lighting systems may dim or brighten in response to changes in ambient light
- b) Laser source lights, searchlights, or similar high-intensity lighting for outdoor advertising or entertainment.

C. Indoor Lighting

Indoor lighting shall not be the source of exterior Light Trespass or Glare as specified above.

D. Photometric Report

Drawings and written descriptions of proposed lighting demonstrating compliance with the applicable standards of the *Outdoor Lighting Ordinance*, including:

1. Location of all exterior light fixtures on the site plan.
2. Lighting intensity throughout the site, shown in Foot-candles
3. Property line Light Trespass.

4. Parking lot Uniformity Ratio and Illuminance.
5. Under-Canopy Illuminance
6. Hardscape Area.
7. Specifications and details for the types of fixtures being proposed, including per fixture per fixture lumen output, total lumen output, type of lamp and method of shielding, fixture height, light correlated color temperature, color rendering index, and automated timer systems.
8. If after hours lighting is proposed, provide Foot-candle levels throughout the site after Business Hours, motion-activated systems, and description of the purpose to accommodate enhanced security, safety, or vehicle and foot traffic levels.
9. Any other information deemed necessary by the Director of Community Planning and Development to determine compliance with provisions of this article.

Other Sections to consider:

Waiver

Suggestion:

The Director of Community Planning and Development may waive standards of this section to accommodate enhanced security, safety, or vehicle and foot traffic levels.

Appeal

Nonconforming & Compliance

Enforcement

Penalties

Lighting Ordinance 2023

Meridian Township

Presented by Joey Emery

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Overview

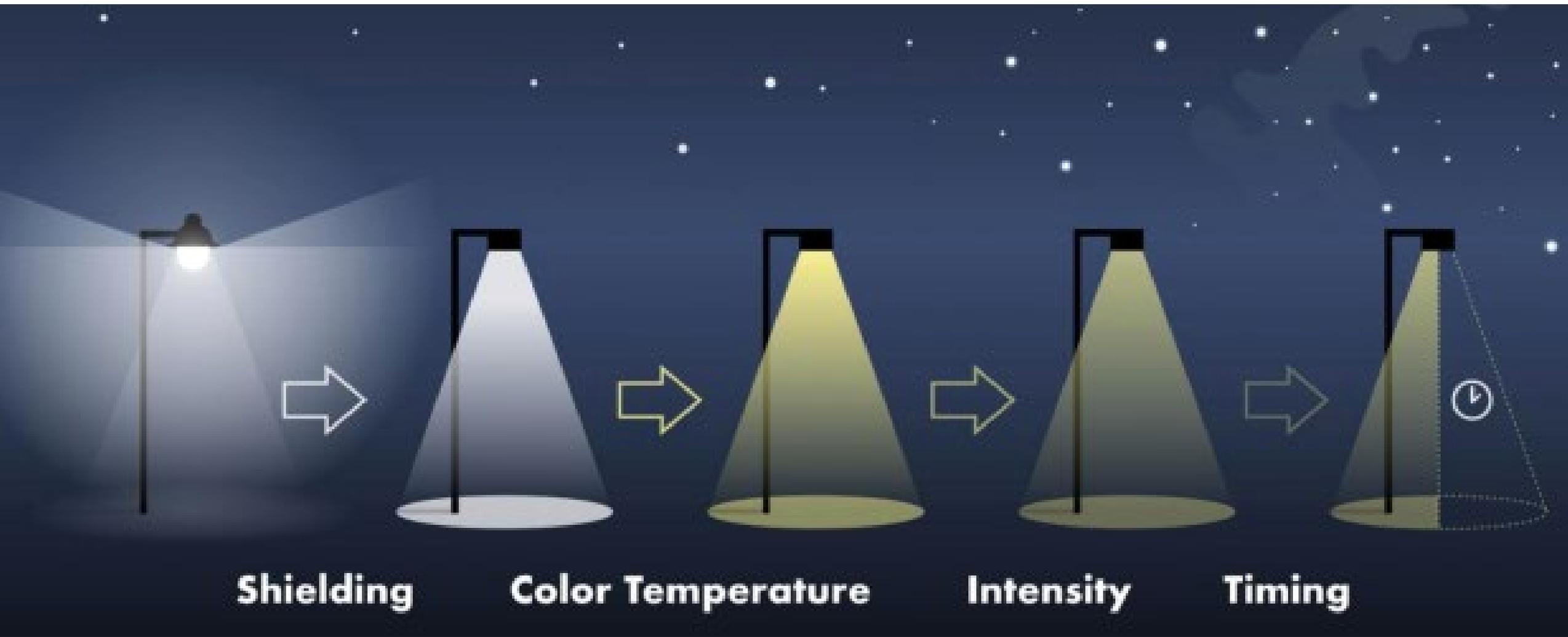
Current ordinance

- Does not align with modern dark-sky principles
- Lengthy and lacks organization

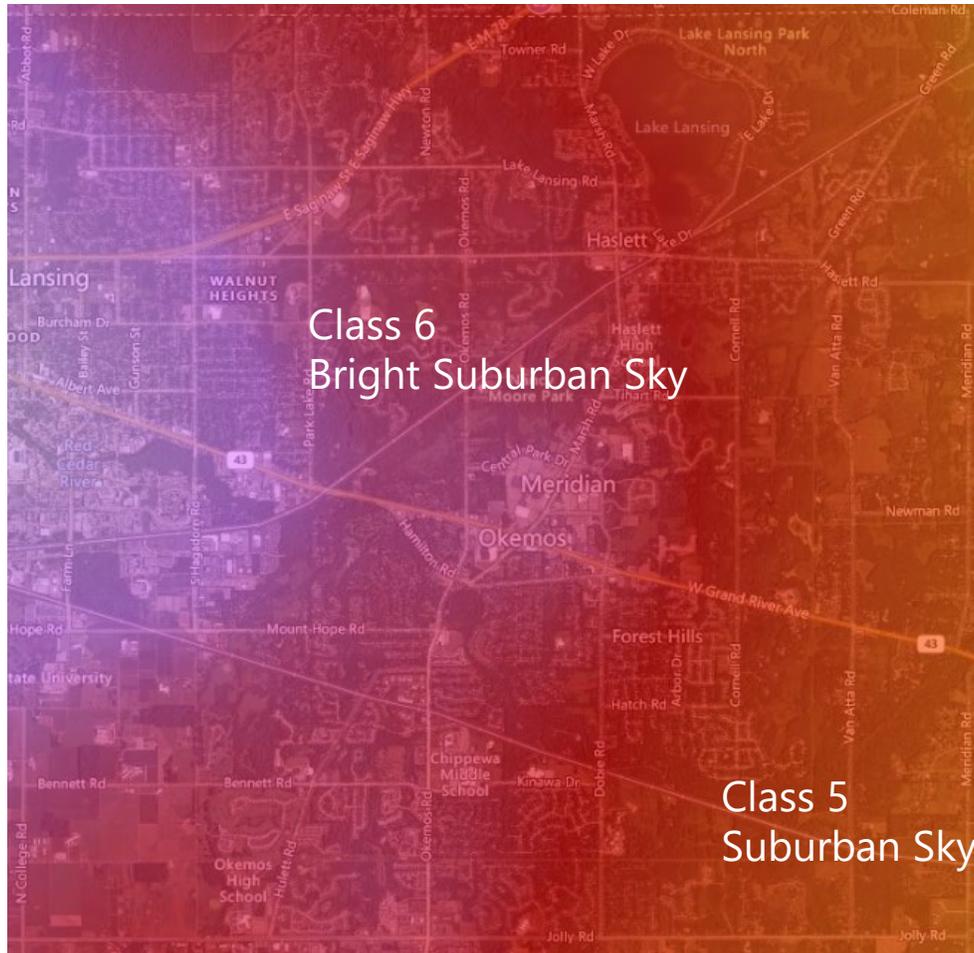
Proposed Ordinance

- Consistent with best practices and available technology
- Reduces inconveniences for the public
- Creates educational opportunities





Meridian Township's Sky Glow



Five Lighting Principles for Responsible Outdoor Lighting

1 Useful



Use light only if it is needed

All light should have a clear purpose. Consider how the use of light will impact the area, including wildlife and their habitats.

2 Targeted



Direct light so it falls only where it is needed

Use shielding and careful aiming to target the direction of the light beam so that it points downward and does not spill beyond where it is needed.

3 Low Level



Light should be no brighter than necessary

Use the lowest light level required. Be mindful of surface conditions, as some surfaces may reflect more light into the night sky than intended.

4 Controlled



Use light only when it is needed

Use controls such as timers or motion detectors to ensure that light is available when it is needed, dimmed when possible, and turned off when not needed.

5 Color



Use warmer color lights where possible

Limit the amount of shorter wavelength (blue-violet) light to the least amount needed.

Key Changes

Best practices and available technology:

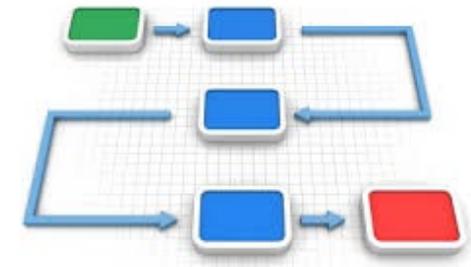
- Updates purpose to better reflect the original intentions
- Adds controls of lighting color, such as temperature and rendering index
- Reworks light trespass and glare standards
- Reworks light output standards
- Adds a curfew for unnecessary lighting

More convenient for the public:

- Presents photometric requirements more streamlined
- Reorganizes sections for easier flow
- Trims wording while maintaining ideas

Creates educational opportunities:

- Reworks current definitions and adds new ones to act as a citizen toolkit
- Overall more simple read helps public to better understand



INTERNATIONAL DARK-SKY ASSOCIATION

Dark-Sky Principle: Color

Correlated Color Temperature



Dark-Sky Principle: Color

Color Rendering Index



2700K CRI 70



Proposed Minimum
2700K CRI 80



2700K CRI 90



2700K CRI 100

Dark-Sky Principle: Targeted

Shielding and Glare



Current Ordinance

Light Trespass

0.5 fc max at property line onto residential

1 fc max at property line onto all others

Proposed Ordinance

Light Trespass

0.1 fc max at property line onto residential

0.3 fc max at property line onto all others

Dark-Sky Principle: Useful, Low-Level

Lumen & Foot-candle Levels

Current Ordinance

Area	Total Lumens Per Acre (of area to be illuminated)
Nonresidential in residential C-1, RD, RDD, RN	125,000
C-2, PO, RP, RC, RCC, and MUPUD	150,000
C-3, CS, CR and I	200,000

- 200,000 Lumens/Acre allowed
= 4.6 Lumens/sq. ft. of illuminated area
- 9,000 lumen output max by a fixture
- 10 Foot-candle max on site, 20 under canopy
- No mention of Uniformity Ratio

Proposed Ordinance

- 1.25 lumens/sq. ft. hardscape max in one- and two-family
- 2.5 lumens/sq. ft. hardscape max all other sites
- 3,000 lumen output max by any fixture
- 5 Foot-candle max in any location
- Parking Lots – 3:1 Uniformity Ratio min



Dark-Sky Principle: Controlled

Lighting Curfew

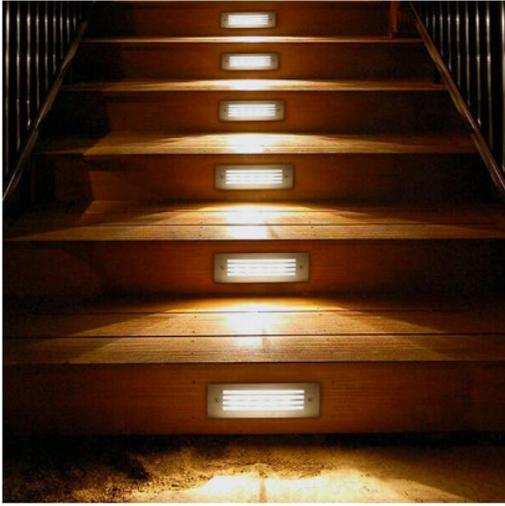
Nightly reduction or extinguishing of unnecessary lighting in an effort to prevent Light Pollution.

Proposed Ordinance:

- Lighting for decorative purpose or where there is no residential use would be turned off at night time
- After hours lighting may be permitted between 0.5 – 2.0 Foot-candles
- Utilization of motion activated & automated timer systems
- Temporary lighting would be turned off 12am to 6am



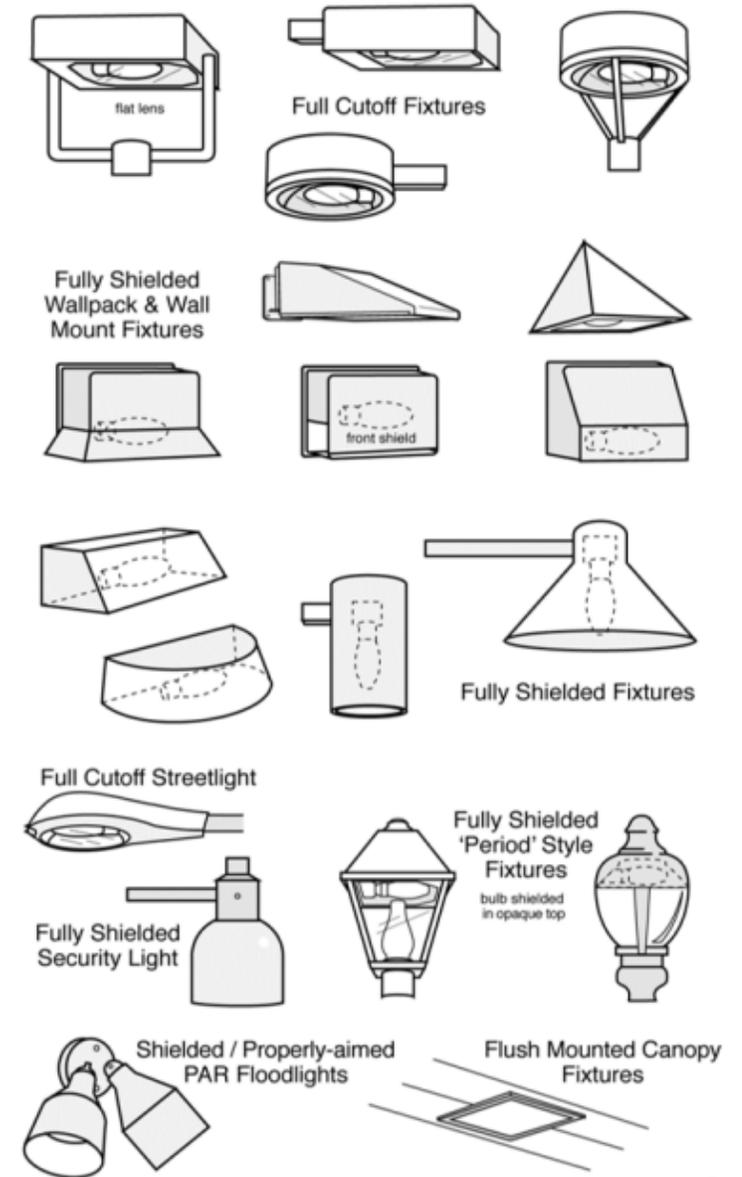
Dark-Sky Friendly Lighting



Public Convenience & Educational Opportunities

Definitions

- The definitions of *Dark Sky Principles* and *Light Pollution* will guide the purpose of the proposed ordinance
- Adds/amends definitions for the different forms of *Light Pollution*, such as *Clutter*, *Glare*, *Light Trespass*, and *Skyglow*
- Defines several other terms utilized in the proposed language, such as *Business Hours*, *Color Rendering Index*, *Correlated Color Temperature*, *Hardscape Area*, *Light Curfew*, and *Maximum Uniformity Ratio*
- Retains useful definitions from current ordinance



Resource Links

[Dark-Sky Terms Glossary](#)

[Dark-Sky Principles](#)

[Dark Sky Friendly Lighting Fixtures](#)

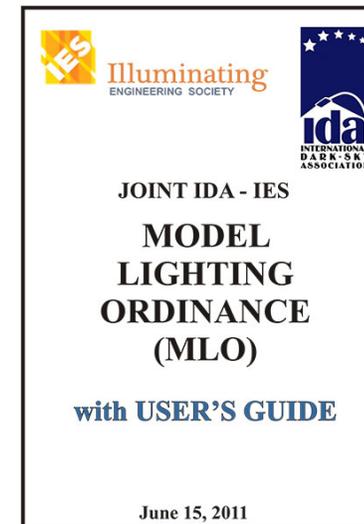
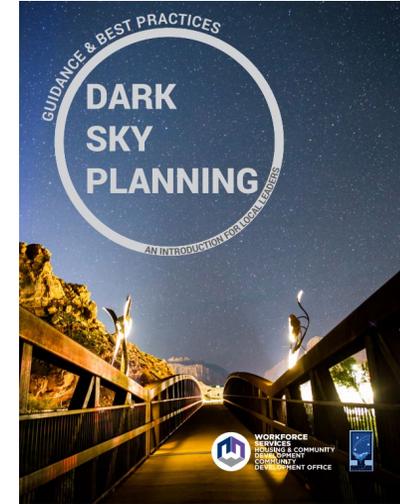
[About Light Pollution](#)

[Light Pollution Map](#)

[IDA & IES Model Lighting Ordinance](#)

[Dark Sky Planning – Guidance & Best Practices](#)

[Lighting Curfew - Energy Efficiency](#)





To: Members of Planning Commission

From: Timothy R. Schmitt

Date: April 6, 2023

Re: 2023 Master Plan – Goals and Objectives DRAFT

Based on the feedback Staff has received from the public, the Planning Commission, and the language in the existing Master Plan, the following is the current working draft of the Goals and Objectives. We are providing this to the Planning Commission now to give Commissioners an opportunity to review them, prior to discussing them in more detail at the next PC meeting on April 24th.

The five ‘top line’ headings are a mix of new language and direct carryovers from the current Master Plan. With the individual items, Staff is attempting to create language that is more direct than the top line, but not hyper specific. We are proposing to add a third piece to the plan, an Implementation Matrix, which will include the hyper specific items, along with timeframes to look into them. Additionally, this Matrix will act as a sort of roadmap for the Planning Commission’s work over the next five years.

We welcome input on this piece of the Master Plan at the next meeting, as we move closer to a draft document yet this Spring. Please note, these are in no particular order at this time.

Goal: Preserve and Strengthen Residential Neighborhoods

- Encourage the development of new mixed-use developments to direct residential density towards existing development nodes.
- Help to create better engagement between residents and neighborhoods by strengthening coordination with existing and future homeowner associations.
- Continue the restoration of housing and neighborhoods in the Lake Lansing area by designating the area surrounding Lake Lansing as a special land use area and adopting zoning standards specific to conditions in the Lake Lansing area.
- Support the increasing work-at-home population by evaluating the home business standards to ensure that the increasing work-at-home population is properly supported.
- Ensure that the Future Land Use Map and Zoning Ordinance allow for a range of residential densities that will ensure diversity of housing to meet the needs of residents of all household types of income levels.
- Evaluate the potential for inclusion of accessory dwelling units on owner occupied, single family properties.
- Determine whether or not minimum house sizes continue to be a necessary requirement for new construction, specifically outside of new subdivisions.
- Evaluate potential programs to help keep existing homeowners in their existing homes, allowing them to age in place.
- Work towards increasing affordability of housing for both new and existing residents.

Goal: Enhance the Viability of Township Businesses

- Work with Michigan State University Corporate Research Park to ensure that any potential expansion or relocation of the Van Camp Incubator + Research Labs occurs within Meridian Township.
- Working with the Meridian Township Brownfield Redevelopment Authority, identify potential targets for use of the growing Brownfield Revolving Loan Fund.
- Implement walkable design principles in redevelopment projects to help change the auto dominated nature of the Township’s commercial corridors.
- Partner with the private sector to provide opportunities for public art throughout the Community.
- In partnership with the Corridor Improvement Authority, implement necessary process and ordinance changes to better achieve the goals of the Authority and Community along the Grand River Avenue corridor.
- Evaluate the M-78 corridor for more detailed analysis of future land use, given market changes since the Covid19 pandemic.
- Analyze the impact the Michigan State University campus master plan on the Hagadorn corridor and make potential changes to the future land use and zoning of the area as necessary.

Goal: Maintain Outstanding Public Services

- Work with Haslett and Okemos Public Schools on the construction, reconstruction, or rehabilitation of their buildings and properties throughout the Township.
- Continue to eliminate inflexible or obsolete zoning regulations to further streamline the Zoning Ordinance and make it more easily used by the public.
- Coordinate with the Capital Area Transit Authority to determine appropriate locations for new and relocated transit stops in conjunction with major new developments.
- Pursue pedestrian/bicycle/pathway linkages that best connect parks and facilities to residential neighborhoods.
- In coordination with the Haslett and Okemos Public Schools, help implement Safe Routes to Schools principles that are identified for the districts’ buildings.
- Create greater accessibility in all aspects of Township operations to ensure that every resident can participate in civic life.
- Collaborate with the Ingham County Drain Commissioner’s office on future projects to ensure that public input is incorporated into drainage plans.
- Work to ensure that planning and land use decisions consider equity and inclusion.
- Implement the Parks and Recreation Master Plan in land use decisions, where appropriate.

Goal: Balance Environmental Preservation and Strategic Growth in the Township

- Focus growth onto previously developed sites to ensure efficient land use patterns within the Urban Service Boundary.
- Continue to expand opportunities for cluster developments to preserve environmentally significant areas.
- Promote infill development along the main vehicular corridors in the Township, reusing existing developed land for new uses.
- Update the Township’s 2004 Greenspace Plan to be a more effective tool.
- Evaluate the potential to utilize Land Preservation funding in a Purchase of Development Rights program.
- Review the wetland setback requirements, which has created a two tiered system of land ownership in the Township.

- Continue to support efforts from the Environmental Commission to educate the public on wetland regulations and benefits.
- Incorporate Low Impact Design standards into the Zoning Ordinance wherever possible.
- Investigate the possibility of developing a woodlands ordinance to protect woodlots.

Goal: Further Analyze Potential Intensity Change Areas (PICAs) in the Township

- Add the Meridian Mall and surrounding areas as a PICA, through the development of a small area plan.
- Develop Small Area Plans, as addendums to the Master Plan, for each of the PICAs, in anticipation of future development.
- Work with the property owners of the Carriage Hills shopping center to determine how the Township can support jumpstarting redevelopment in that area.
- In conjunction with the Economic Development Corporation, Brownfield Redevelopment Authority, and Corridor Improvement Authority, conduct a market study to support future commercial redevelopment of the PICAs.
- Coordinate with the Ingham County Drain Commissioner’s office on potential stormwater management enhancements in the area between the Downtown Okemos PICA and the potential Meridian Mall PICA.
- Update the Downtown Development Authority’s Integrated Plan for the post Great Recession and post Covid Pandemic atmosphere.

Implementation Matrix Items:

- Update landscape ordinance to provide more opportunity for low impact design.
- Amend the zoning ordinance to allow for an increase in missing middle housing development, such as duplex units.
- Analyze the entire Township to align the Future Land Use map with the existing, established land uses, outside of potential redevelopment areas.
- Consolidate Future Land Use categories in the next Master Plan update.
- Increase the Township’s Bike Friendly Community status to at least Bronze level.
- Develop a formal process to consider amendments to the Urban Service Boundary.
- Develop standards to require electric car charging stations in new commercial development.
- Update alternative energy generation ordinances to address changes in technology.
- Create a bicycle/pedestrian plan to complement and help implement the Pathway Master Plan.
- Eliminate split zoned parcels in the Township.
- Develop a more robust build out analysis, taking natural features and unique shaped lots more into account.
- Support the development of broadband service throughout the Township.
- Improve coordination with outside agencies during the plan review process.



To: Members of Planning Commission

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

Date: April 3, 2023

Re: Master Plan Update – Urban Service Boundary Discussion

Staff previously provided the Planning Commission with a memorandum about the Urban Service Boundary (USB) in November of 2022. A copy of that memo is attached. To reiterate, we are one of a limited number of communities Statewide that includes such a planning tool in our Master Plan and it is important that we regularly review it to ensure its long-term defensibility. As such, Staff has spent some time reviewing it and would welcome the Planning Commission's input before finalizing a proposed map for the draft Master Plan.

The November memo outlines the analysis for the entirety of the USB and has a great deal of background and analysis. At this time, Staff would recommend two changes to the USB, but need the Planning Commission's input on both changes.

- Moving the line on Green Road to not bisect the parcel at 6121 Green Road. The entire parcel should be included in the boundary ~~-or-~~ the 6121 and 6117 Green Road should be removed from the USB. At this time, both properties are developed with single-family homes, so the change is simply cleaning up the map.
- Potentially modifying the boundary line on Powell Road to address the development that has already encroached east of Powell Road. The Silverstone development encroaches to the east, as does the Georgetown subdivision further north. Additionally, the northeast corner of Grand River and Powell is included in the USB. At this point, Staff would recommend that the line be effectively a straight line, from Grand River to the Georgetown subdivision, along the eastern boundary of the driving range /Silverstone/Okemos Schools/Eyde/Potterpin properties. This creates a more defensible eastern boundary, as it treats all Powell Road properties the same. The boundary could be moved further east if the Planning Commission desires, but Staff would recommend some additional background study. Additionally, the Planning Commission can recommend no change to the USB in this area.

Staff looks forward to discussing this issue with the Planning Commission and tentatively finalizing another portion of the Master Plan update draft.

Attachments

1. November 9, 2022 USB Memo
2. Current Urban Service Boundary Map



To: Members of Planning Commission

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

Date: November 9, 2022

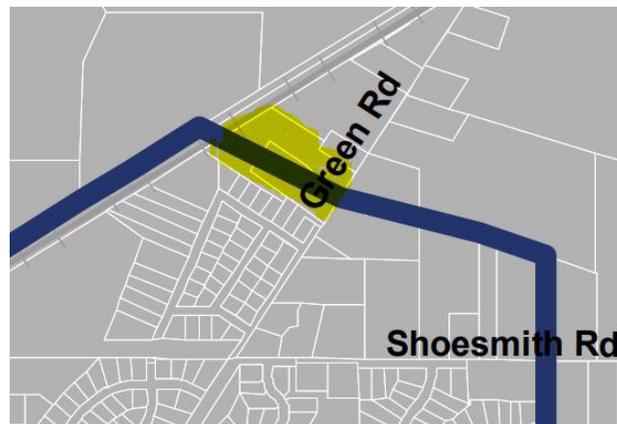
Re: Master Plan Update – Urban Service Boundary

Staff believes that one of the most important pieces of our Master Plan update is a review of the Urban Service Boundary (USB). In 2017, the current Boundary map was adopted as part of the Master Plan and has not been amended since that time. Staff receives regular inquiries about development along or near the Boundary, so development pressure still exists in the Township, due to the lack of available developable land within the Boundary. We are one of a limited number of communities Statewide that includes such a planning tool in our Master Plan and it is important that we regularly review it to ensure its long term defensibility.

The Urban Services Boundary runs roughly north/south, dividing the Township into roughly 2/3 inside the Boundary (to the west) and 1/3 outside of the Boundary (to the east). This aligns with the historic zoning and use of properties to the east, which were more agricultural and are largely zoned for agricultural or large lot residential use. The Boundary does not follow either the Consumer's Energy corridor or Cornell Road, two man made, north/south features on the landscape, but jogs around, based on development patterns, including running east on Grand River Avenue for some distance to pick up a subdivision and the Winslow Mobile Home Park.

Discuss of the Boundary can be roughly organized into thirds, based on the part of the Township we are in.

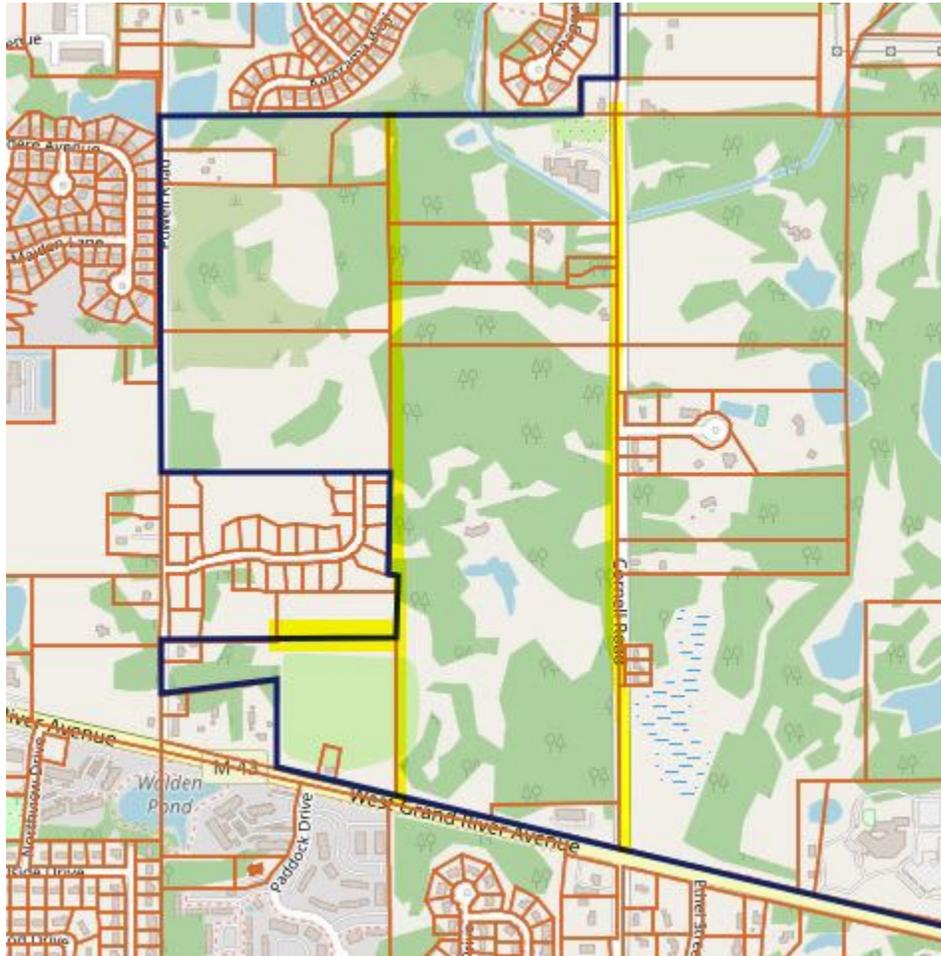
- Northern 1/3 – This area is north of Haslett Road. Within the USB is the Copper Creek subdivision and the vacant land to the east of it that will be a part of future phases, the subdivisions along Green Road, and the developed areas on the north and west side of Lake Lansing. Outside of the Boundary is Lake Lansing Park North, several large lot residential properties, and very little land that is vacant. The only change Staff would recommend in this area is correcting the boundary on Green Road, where it cuts through two properties, as shown below.



Urban Service Boundary Discussion

Page 2

- Middle 1/3 – Running roughly from Haslett Road to Grand River Avenue, this is the area of the most development pressure and the area where the boundary fluctuates the most east/west. After crossing Haslett Road, the Boundary includes the Strawberry Farm subdivision, then heads due west to the Haslett High School property. It then heads south to Tihart and Powell and at this point, the boundary becomes irregular. It jogs east to pick up the Georgetown subdivisions, then jogs back west to Powell Road, heads south along Powell, then jogs east to pick up the Silverstone subdivision, the back west to Powell for two properties, then back east to pick up the parcel at the corner of Powell and Grand River. The in/out nature of this Boundary is confusing to everyone and Staff would strongly encourage consideration of ‘straightening’ this line. The easiest approach would be to utilize Cornell Road, as it is a man made ‘hard’ border. Alternatively, going between the parcels that front on Cornell and those that front on Powell could be the border.

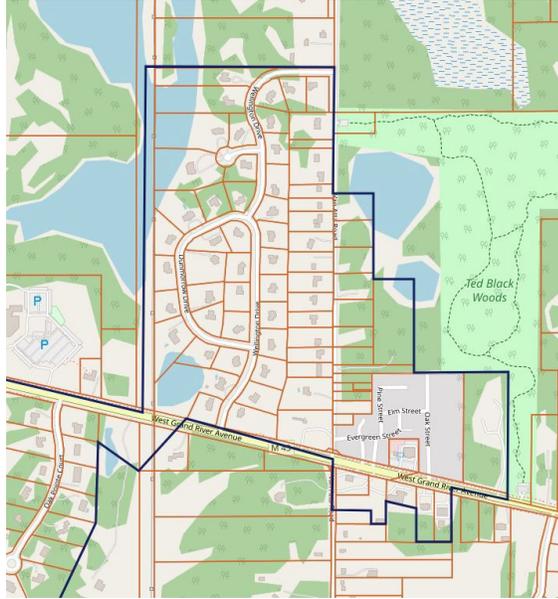


It should be noted that there is actually a stub street from Silverstone Way to the north to a property that is not inside the USB and to the south from Kalorama Way to a property that is not inside the USB. Additionally, a portion of the old driving range on Grand River Avenue was previously brought into the USB, while a portion remains outside. This is not ideal and should be rectified as well.

Urban Service Boundary Discussion

Page 3

- Southern 1/3 – South of Grand River, the USB actually starts all the way east at the Consumers' Energy corridor, between Cornell and Van Atta. It then roughly follows existing subdivisions to the south, leaving out properties that are Township owned or that are largely wetlands. This area is largely straightforward, with one exception. The Wellington Estates subdivision and the Winslow Mobile Home Park, at the intersection of Grand River and Van Atta, are both included within the USB, as are the properties adjacent along Van Atta Road and adjacent on Grand River Avenue. This does create an extension of the USB, but one that is defensible, given that it appears to have been done to bring the Mobile Home Park onto public services.



As previously mentioned, we have received a number of questions about properties along the USB, specifically in the middle section. Most commonly, the questions come up regarding the driving range on Grand River Avenue, which is currently being marketed for sale. Thought should be given to any changes that need to be made to the middle portion of the USB. Staff would welcome any input at this time on the Urban Services Boundary. This is a very important part of the Master Plan update and any further discussion will help Staff craft a formal recommendation for consideration.

Attachments

1. Current Urban Service Boundary Map

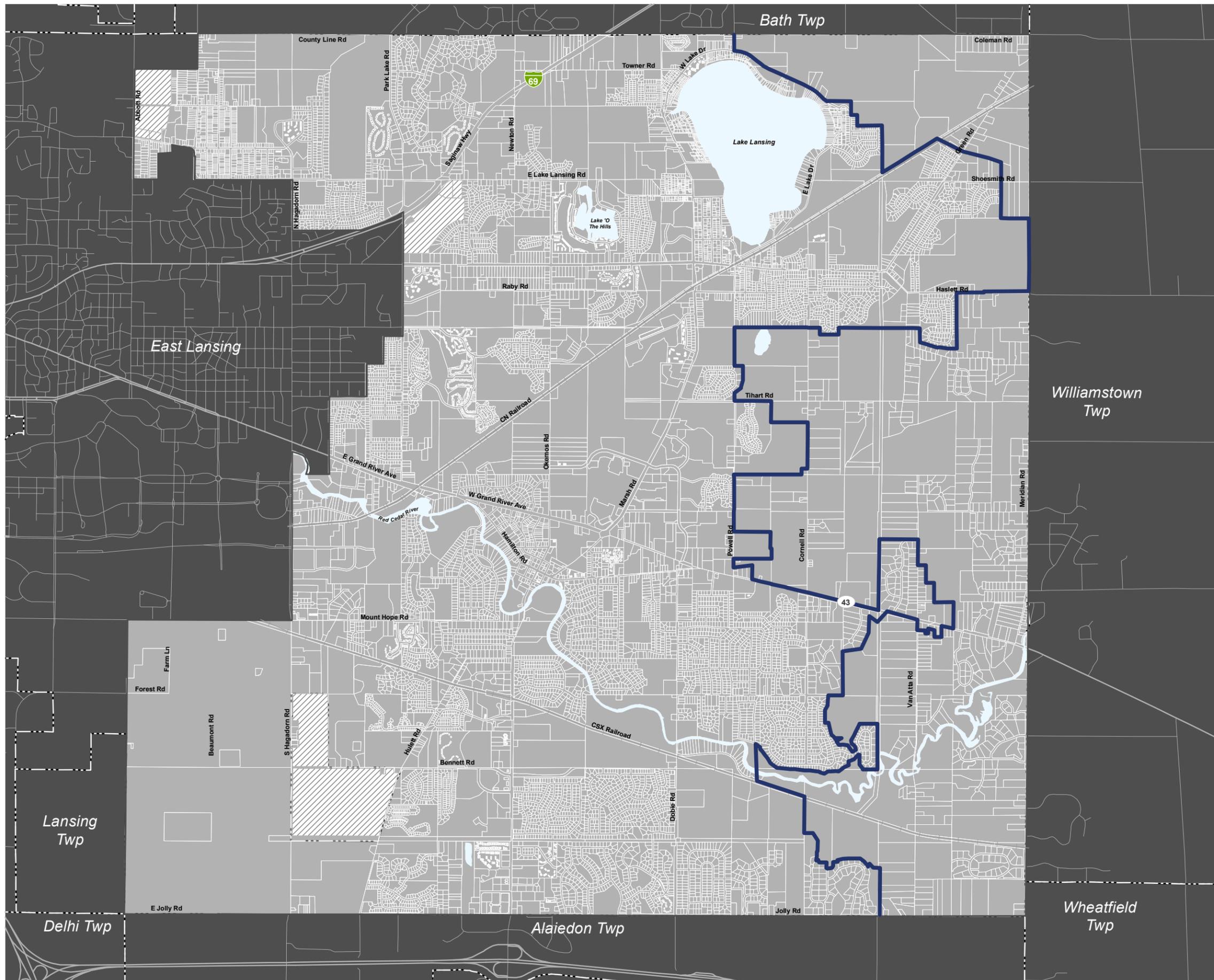
Urban Services District

Meridian Charter Township
Ingham County, Michigan

June 6, 2017

Legend

-  Urban Services Boundary
-  Cooperative Agreement



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