



AGENDA

CHARTER TOWNSHIP OF MERIDIAN
Downtown Development Authority
January 8, 2018 7:30 am
Municipal Building-Town Hall Room
5151 Marsh Rd. Okemos



1. CALL MEETING TO ORDER
2. MISSION: The Meridian Township DDA mission is to beautify and revitalize downtown Okemos as a very desirable place to shop, live, and do business. It is a commitment to promoting and improved quality of life by creating a friendly, walkable community embracing the natural aesthetics of the river and parks.
3. APPROVAL OF AGENDA
4. MINUTES-December 4, 2017
5. PUBLIC REMARKS
6. PRESENTATION – None Scheduled
7. FINANCIAL REPORT
8. AUTHORIZATION OF PAYMENTS
9. NEW BUSINESS
10. OLD BUSINESS
11. CHAIR REPORT
12. STAFF REPORT
 - A. Development Projects Update
 - B. Township Board Discussion Re: Density
 - (1) EDC Resolution
 - (2) Four Corner Alliance Meeting Update
13. TOWNSHIP MANAGER REPORT
14. TOWNSHIP BOARD REPORT
15. OPEN DISCUSSION/BOARD COMMENTS
16. PUBLIC REMARKS
17. NEXT MEETING DATE
 - A. March 5, 2018, 7:30am
18. ADJOURNMENT

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



Charter Township of Meridian
Downtown Development Authority (DDA)
5151 Marsh Road, Okemos, MI 48864
Monday, December 4, 2017 – Minutes (Draft)

Members

Present: Bill Cawood, Susan Fulk, Renee Korrey, Scott Weaver, Jim Spanos, Sherry Fisher and Supervisor Ron Styka

Members Jim Raynak,

Absent:

Staff

Present: Township Manager Frank L. Walsh, Executive Assistant Michelle Prinz, Economic Development Director Chris Buck

Others

Present: None

1. CALL MEETING TO ORDER

Vice-Chair Fisher called the meeting to order at 7:32 am.

2. APPROVAL OF THE AGENDA

MOTION BY MEMBER FULK TO APPROVE AGENDA. SUPPORTED BY MEMBER CAWOOD. MOTION APPROVED 7-0.

3. PUBLIC COMMENT

None.

4. APPROVAL OF MEETING MINUTES OF NOVEMBER 6, 2017

MOTION BY MEMBER FULK TO APPROVE MINUTES. SUPPORTED BY MEMBER CAWOOD. MOTION APPROVED 7-0.

5. NEW BUSINESS

a. Implementation of the Master Plan in the Okemos PICA

Director Buck reviewed the Master Plan visioning document with the DDA. Discussion involved mixed use core and the obstacles involved with the mixed use plan unit development density requirements. As a result of conversations Director Buck has had with interested developers in the Okemos PICA, he is suggesting the DDA consider lifting the density restrictions to allow projects to come forth from developers. This change will allow more flexibility for developers and make a project financially attractive.

MOTION BY MEMBER WEAVER TO LIFT THE DENSITY CEILING ON THE ATTACHED MAP TO SUPPORT DEVELOPMENT AND REVITALIZATION OF THE DOWNTOWN HASLETT AND OKEMOS PICAS. SUPPORTED BY MEMBER FISHER. MOTION APPROVED 7-0.

Suggestions were made to consider the DDA sponsoring a community gathering to discuss the development of the Downtown Okemos area. Also, the DDA will craft a letter to share with the EDC, Planning Commission and Township Board regarding their support of lifting the density in the PICA areas.

6. PUBLIC COMMENT

Tim Potter mentioned that his focus is transportation and he is concerned with the traffic and parking as development occurs in the area.

James Hart from the Okemos Masonic Temple mentioned his concern of a “broad brush” of commercial zoning in the area and what that might mean for places like the Masonic Temple.

OTHER DISCUSSION

Will Randall’s application for public service was received.

MOTION BY MEMBER KORREY TO RECOMMEND WILL RANDALL TO THE TOWNSHIP BOARD FOR APPOINTMENT TO THE DDA WITH TERM ENDING 12/31/2021. SUPPORTED BY MEMBER WEAVER. MOTION APPROVED 7-0.

7. NEXT MEETING DATE

- a. January 8, 2018, 7:30am

8. ADJOURNMENT

The meeting adjourned without objection at 8:32am.

Meridian Twp DDA
Preliminary Financial Statements
 Period Ending 12/31/2017 - UNAUDITED

BALANCE SHEET

Year to Date

ASSETS

Cash	\$63,535.41
Due from General Fund	\$0.00
Taxes Receivable	\$0.00
Accounts Receivable	\$0.00
Prepaid Expense	\$0.00
TOTAL ASSETS	<u><u>\$63,535.41</u></u>

LIABILITIES

Accrued Interest Payable	\$1,496.00
Due to General Fund	\$0.00
Unearned Revenue	\$11,218.47
Deferred Inflows of Revenue	\$0.00
LT Note Payable	\$149,500.00
TOTAL LIABILITIES	<u><u>\$162,214.47</u></u>

FUND BALANCE

Fund Balance 12/31/16	(\$122,795.98)
2017 YTD Net Income	\$24,116.92
TOTAL FUND BALANCE	<u><u>(\$98,679.06)</u></u>
TOTAL LIABILITIES & FUND BALANCE	<u><u>\$63,535.41</u></u>

INCOME STATEMENT

REVENUES

	Nov	Dec	Year to Date
Tax Capture	\$0.00	\$0.00	\$16,212.75
PPT Reimbursement	\$7,069.94	\$0.00	\$17,959.02
Grants	\$0.00	\$0.00	\$0.00
DDA Downtown Events/Donations	\$0.00	\$0.00	\$0.00
Other	\$0.00	\$0.00	\$0.00
TOTAL REVENUE	<u>\$7,069.94</u>	<u>\$0.00</u>	<u>\$34,171.77</u>

EXPENDITURES

Operating Costs	\$120.54	\$122.09	\$1,632.56
Professional Consultant/Contractual Services	\$275.00	\$0.00	\$2,937.29
Community Projects	\$0.00	\$0.00	\$0.00
Communications	\$0.00	\$0.00	\$0.00
Conferences	\$0.00	\$0.00	\$0.00
Special Events - Celebrate Expenses	\$0.00	\$0.00	\$0.00
Tax Appeal Refunds	\$0.00	\$0.00	\$0.00
Interest on Loan	\$0.00	\$0.00	\$5,485.00
TOTAL EXPENDITURES	<u>\$395.54</u>	<u>\$122.09</u>	<u>\$10,054.85</u>
2017 Net Income	<u><u>\$6,674.40</u></u>	<u><u>(\$122.09)</u></u>	<u><u>\$24,116.92</u></u>



CHARTER TOWNSHIP OF MERIDIAN Development Projects Update

January 2018

Businesses Opened:

- **Holiday Inn Express**, 2350 Jolly Oak Road. Open 12/5, ribbon cutting 1/18/18
- **Once Upon A Child**, new store at 1839 Grand River Ave (by Dusty's)

Ribbon Cuttings/Opening Imminent:

- **Taste of Thai**, new restaurant at 2838 Grand River Avenue (Coral Gables)
- **Native Feather Arts**, Meridian Mall

New Businesses Coming

- **Tilted Kilt**, new restaurant at 5000 Northwind Drive (Red Cedar Flats)
- **The Art & Etiquette of Driving**, new driving educator at 1749 Hamilton Road
- **The Pink Door**, 5100 Marsh Road, women's clothing store
- **Knockerball**, new recreation operator at 1982 Grand River Avenue (Meridian Mall)
- **Health Wellpreneurs**, new tenant at 1982 Grand River Avenue (Meridian Mall)
- **Small Cakes**, new bakery at 3520 Okemos Road
- **Dunkin Donuts**, new bakery at 2139 Haslett Road (inside Haslett Mobil gas station)

Projects under consideration

- **Hannah Farms East**, mixed use/student housing proposed at Eyde Pkwy/Hannah Boulevard.
- **LaFontaine**, Chrysler/Jeep/Dodge Dealer 1614 W. Grand River Ave
- **Silverstone Estates**, 25 single family residential homes at Powell Road north of Grand River

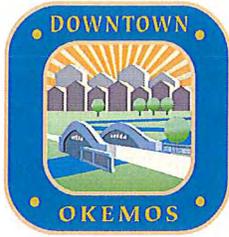
Projects under construction

- **Great Lakes Interiors** - 5,600 square foot office furniture retailer at 2076 Towner Road.
- **Red Cedar Flats** - 112 unit, mixed use project with 11,800 square feet of commercial space on Northwind Drive.
- **Elevation** - mixed use project 350+ residential units and 21,000 sq ft commercial at Jolly Oak
- **Ingham County Medical Care Facility** - 64,000 square foot (48 room) addition at 3860 Dobie.
- **Whitehills Lakes South #2** - 21 single family lots @ Saginaw Highway/Lake Lansing Road.
- **Georgetown #4** - initial site work underway for 22 single family lots at Tihart/Cornell Roads.
- **Sierra Ridge #3** - initial site work underway for 20 single family lots Lake Lansing/Newton.
- **Marriot Courtyard** - 97 rooms at SW corner of Jolly Oak Road/Meridian Crossing Drive.

Projects approved/not yet commenced

- **Portnoy and Tu dentist office** - 4,332 square foot dental office at 2476 Jolly Road.

Closings/Moves



CHARTER TOWNSHIP OF MERIDIAN
DOWNTOWN DEVELOPMENT AUTHORITY



12/06/2017

Ronald J. Styka, Township Supervisor
Meridian Township
5151 Marsh Rd.
Okemos, MI. 48864

Dear Supervisor Styka:

Subject: Implementation of the Master Plan

On Monday, December 4th the Downtown Development Authority (DDA) met to discuss the adoption of the Master Plan and the potential impact of the newly conceived PICA areas. All current DDA members were in attendance except board chair Jim Raynak.

The discussion was pointed and extremely positive that we need to fix the overwhelming blight that exists in downtown Okemos. Most of the discussion centered on the unlikelihood of the area being redeveloped with the MUPUD density limit of 14 units per acre.

After discussion from all DDA members, a motion was offered by Scott Weaver to eliminate the density ceiling to support development and revitalization in the Okemos PICA (see attached map) and to support redevelopment in the Haslett and Carriage Hills PICAs as well. The motion was supported by me. The DDA members unanimously and enthusiastically approved this motion.

The DDA has decided to forward their recommendation to the EDC for discussion, and possible action, at their meeting this Thursday. If the EDC also supports the motion, we would like to bring the recommendation to the Township Board for discussion as soon as possible, if not December 12th, then on January 9th. There was also support from the Downtown Development Authority to help with facilitating community discussions on this topic with neighboring property owners and residents. We look forward to working with you over the coming months on this important update to the Master Plan.

Sincerely,

Sherry Fisher
Downtown Development Authority Vice-Chair

RESOLUTION OF SUPPORT FOR LIFTING THE DENSITY CEILING IN THE PICA DISTRICTS

At a regular meeting of the Economic Development Corporation of the Charter Township of Meridian, Ingham County, Michigan, held at the Meridian Township Municipal Building, 5151 Marsh Road, Okemos, MI 48864-1198, (517) 853-4000, on Thursday, December 7, 2017 at 7:30am

PRESENT: David Ledebuhr, Shawn Dunham, Adam Carlson, Chris Buck, Trustee Phil Deschaine, Mikhail Murshak, Joel Conn, Jade Sims, Josh Hundt, Lynda Rowlee, Township Manager Frank Walsh,

ABSENT: David Olson

The following resolution was offered by David Ledebuhr and supported by Joel Conn.

WHEREAS, the Master Plan was adopted on November 21, 2017 defining the downtown Haslett, downtown Okemos and Carriage Hills potential intensity change areas (PICAs) as targets for new mixed use redevelopment; and

WHEREAS, the Meridian Township Board declared the revitalization of the PICA districts as a primary goal for 2018; and

WHEREAS, the Economic Development Corporation recognizes the unlikelihood of development with the current density limit of 14 units per acre; and

WHEREAS, the Economic Development Corporation wishes to support the Downtown Development Authority's motion on December 4, 2017 to eliminate the density ceiling to encourage development and revitalization in the Okemos PICA; and

WHEREAS, the Economic Development Corporation wishes to expand the elimination of the density ceiling to the Haslett PICA;

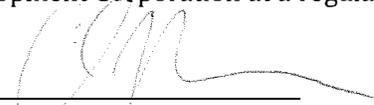
NOW, THEREFORE, BE IT RESOLVED, BY THE ECONOMIC DEVELOPMENT CORPORATION OF THE CHARTER TOWNSHIP OF MERIDIAN, INGHAM COUNTY, MICHIGAN, does hereby support the lifting of the density ceiling in defined areas of the Okemos and Haslett PICA districts, as illustrated in the attached maps.

ADOPTED: YEAS: David Ledebuhr, Shawn Dunham, Adam Carlson, Chris Buck, Trustee Phil Deschaine, Mikhail Murshak, Joel Conn, Jade Sims, Josh Hundt, Lynda Rowlee, Township Manager Frank Walsh,

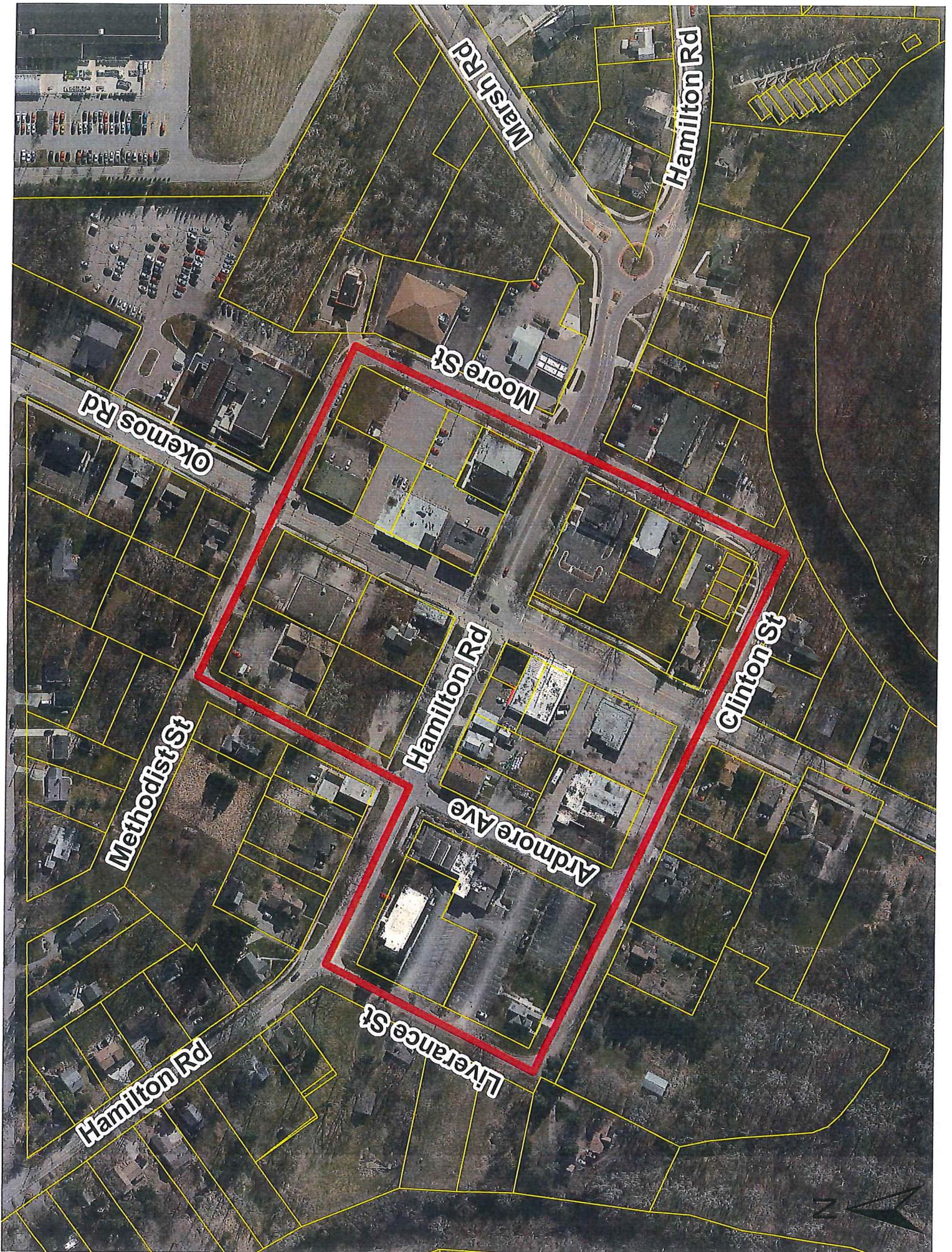
NAYS: None

STATE OF MICHIGAN)
) ss.
COUNTY OF INGHAM)

I, the undersigned, the duly qualified and acting Chairperson of the Economic Development Corporation, Charter Township of Meridian, Ingham County, Michigan, DO HEREBY CERTIFY that the foregoing is a true and complete copy of proceedings taken by the Economic Development Corporation at a regular meeting held on Thursday, December 7, 2017.



Chris Buck, Chairperson
Meridian Economic Development Corporation



Marsh Rd

Hamilton Rd

Moore St

Okemos Rd

Hamilton Rd

Clinton St

Methodist St

Ardmore Ave

Liverance St

Hamilton Rd





Haslett Rd

Marsh Rd

Edson St

Potter St

Shaw St

Franklin St

DRAFT MUPUD ORDINANCE AMENDMENT
INCREASED UNIT DENSITY IN MAJOR REDEVELOPMENT AREAS

§ 86-440 Mixed use planned unit development (MUPUD).

(a) Purpose and intent. The purpose of the mixed use planned unit development (mixed use PUD) section is to create more walkable pedestrian oriented developments by promoting and accommodating developments in rational mixed patterns that respect Meridian Township's transitional land use concept to protect, enhance and preserve natural resources. The second purpose is to encourage rehabilitation of existing structures to include those originally built or partially built before zoning ordinances were adopted, and in such a manner that will maintain traditional urban design to preserve and enhance community resources. The intent of this section is two-fold.

(1) Meet Township goals through well planned, integrated, high quality mixed use in redevelopment projects:

- a. Enhance health and safety goals by requirements for walkability, pedestrian orientation and high quality, durable, building materials.
- b. Increase Township prosperity goals and citizen welfare by appreciated property values which will support necessary public services.
- c. Actualize our cultural heritage through citizen pride in creative, new places to walk to, shop at and work in that retain a flavor of Meridian Township's rich history.
- d. Enhance diversity goals with new types of residential uses in close-knit community design.
- e. Improve our natural environment goal by mixed use redevelopment with incentives for more intensely landscaped buffers and open spaces designed to complement Township parks and green space plans.

(2) Improve the potential for financially attractive and high quality mixed use projects in the Township while meeting Township goals of a safe, healthy and sustainable community.

- a. Enhance incentives for investment by the ability to mix residential with commercial and office uses within the same development.
- b. Allow flexibility in setback and parking requirements.
- c. Encourage redevelopment by allowing increases in density in exchange for providing specified community amenities.

- d. Achieve attractive and commercially successful core areas through cooperative development projects with one or more land owners.
- e. Encourage mitigation to lessen potential hazards associated with the location of a mixed use PUD such as when adjacent to a railroad.

(b) Definitions.

AMENITY Aesthetic, practical or other characteristics of a development that increase its desirability to a community or its marketability to the public. Amenities may differ from development to development.

AWNING A roof-like cover, often fabric, metal, or glass designed and intended for protection from weather or as a decorative embellishment, and which projects from a wall or roof of a structure over a window, walk, door, or the like.

BALCONY A platform that projects from the wall of a building and is surrounded by a railing or balustrade, for the private use of tenants.

CLOSE-KNIT COMMUNITY A style of land development advocating smaller, narrower lots, shallower yards and setbacks, smaller and more intensely used spaces, etc. that is less land consumptive than traditional suburban development.

HORTICULTURAL MAINTENANCE PLAN A written statement documenting the methods to be used to maintain landscaping materials in a healthy condition, free of refuse and debris.

IMPROVEMENT Alterations to any structure that do not change the intensity of its use, do not increase the gross floor area, height, or bulk of the structure by more than 10%, and/or do not block or impede public access.

MAJOR MIXED USE REDEVELOPMENT OVERLAY DISTRICT The real property within the Township that is legally described as:

[insert legal description of Okemos Four Corners Area]; and

[insert legal description of Haslett Village Square Area].

MONUMENT SIGN A freestanding sign, in which the entire bottom (base) is in contact with the ground and is independent of any other structure.

ORNAMENTAL Something that is either decorative or something that provides aesthetic quality to an object required for other purpose.

PEDESTRIAN-ORIENTED DEVELOPMENT Development designed with an emphasis primarily on the street sidewalk and on pedestrian access to the site and building,

rather than on auto access and parking areas with design bearing a definite relationship to the human dimension. The building is generally placed close to the street and the main entrance is oriented to the street sidewalk. There are generally windows or display cases along building facades which face the street. A pedestrian oriented neighborhood offers variety in housing clustered around well-defined neighborhood centers which support jobs, commercial activity, and a range of amenities to sustain lively streets and gathering places. It offers a gradient density from open space to high-intensity commercial cores. The layout of pathways, streets and transportation corridors minimizes conflict between walking, biking, and driving.

REDEVELOPMENT The process by which an existing developed area is rehabilitated, restored, renovated, expanded and/or adaptively reused. Redevelopment may also mean a site that contains an existing building(s) to be removed with the approval of the mixed use PUD.

SIGN PROGRAM A plan of all signs proposed to be installed in a mixed use PUD project submitted for approval to create a coordinated project theme of uniform design elements such as color, lettering style, size, and placement consistent with the context of the project and its surroundings and the purpose and intent of this section.

SUBSTANTIAL IMPROVEMENT Alterations to any structure that does change the intensity of its use, does increase the gross floor area, height, or bulk of the structure by more than 10%, and/or does block or impede public access.

WAIVER Permission to depart from the requirements or standards of the underlying zoning district.

(c) Permitted locations and uses.

(1) Locations.

a. Mixed use PUD shall be permitted in the C-2, C-3, CS, and CR zoning districts, where public water and sewer are available.

b. Mixed use PUD shall be permitted in the PO and C-1 districts where public water and sewer are available, provided that when adjacent to land zoned and developed in a single-family residential district, the height of buildings in the mixed use PUD shall be no taller than the abutting residential district would allow.

(2) Uses.

a. All uses permitted by right and by special use permit in the underlying zoning district or districts where a project includes more than one zoning district, provided that the purpose and intent of this section is incorporated within the total development plan.

b. Limited commercial uses in an underlying PO zoning district.

1. In addition to the uses permitted in the underlying PO zoning district, only the following neighborhood-oriented commercial uses are allowed:

i. Personal service establishments which perform services on the premises such as, but not limited to, barber or beauty shops, repair shops (jewelry, electronic, shoe, small appliances, etc.), pharmacies, tailor shops, laundries and dry cleaners, with the exception of dry cleaning plants.

ii. Restaurants and cafes which serve food or beverages. This use shall not include bars and taverns.

iii. Grocery stores.

iv. Financial institutions.

v. Retail merchandise establishments.

vi. Outdoor seating areas for cafes and restaurants.

2. Commercial development shall not be located in any PO zoned mixed use PUD without approval by the Township Board of the location and general amount of commercial uses shown in the form of a site plan at the time of approval of the mixed use PUD. The request will be evaluated for consistency with the intent of the mixed use PUD ordinance and whether it is harmonious with adjacent sites. The Township Board may approve, approve with conditions, or deny a request in regards to the location and amount of any allowed commercial development in a PO zoned mixed use PUD.

3. If the Township Board approves the location and/or amount of commercial uses in a PO zoned mixed use PUD, it may place conditions on the development in order to guarantee consistency with the purpose and intent of the mixed use PUD ordinance, which includes, but is not limited to, providing walkable, pedestrian-friendly communities and ensuring compatibility with surrounding residential neighborhoods on adjacent sites. Conditions may include, but are not limited to, the following subjects:

i. Hours of operation.

ii. Total square footage allotted for the commercial uses.

iii. Location, design, and orientation of specific commercial uses which may locate within the development and their placement in relationship to neighboring uses.

iv. Proportion of the development which may be occupied by individual commercial uses or by all commercial uses.

v. Maximum noise levels emitted.

vi. Lighting levels, direction, and timing.

vii. Sufficiency of parking.

viii. Enhancement of walkability within the development and connectivity to surrounding uses.

ix. Landscaping and screening.

c. Single-and-multiple-family residential uses up to a density of 14 dwelling units per acre when developed in conjunction with the redevelopment of an existing building(s) for a use permitted by right or by special use permit in the underlying zoning district and on the same parcel of land. The ~~maximum~~ density may be increased to ~~no more than~~ 18 dwelling units per acre by offering four or more additional unique and extraordinary amenities acceptable to the Township.

d. Single-and-multiple-family residential uses up to a density of 10 dwelling units per acre when developed in conjunction with the development of an undeveloped site for a use permitted by right or by special use permit in the underlying district and on the same parcel of land.

e. For mixed-use PUDs within the boundaries of the Major Mixed-Use Redevelopment Overlay District, the Township Board may in its discretion approve a higher density per acre of ~~multiple family~~ residential dwelling units based upon the degree to which the proposed mixed-use PUD complies with the following performance criteria:

1. ~~Architectural design and placement of building(s) on the parcel(s) will be consistent with the vision of the Master Plan. Variation in design to add interest to the elevations and relief from building mass.~~

2. A parking ~~garage plan that provides~~ing unified design elements with the main building through the use of similar building materials and color, ~~vertical and horizontal elements~~ and architectural style.

3. A number of different unit types, sizes and floor plans are available within the mixed-use PUD.

4. The interiors of the dwelling units provide unique features and conveniences that distinguish them from standard ~~multiple-family~~ residential units and create a unique and attractive living environment.

5. The mixed-use PUD provides common areas and/or amenities for residents such as swimming pools, exercise rooms, storage rooms, lockers, covered parking, gardens, courtyards, etc.

6. The mixed-use PUD promotes pedestrian movements and convenient transportation by providing convenient access from the residential units to the public pedestrian/bicycle pathway system and transportation systems ~~as outlined in the Master Plan.~~

7. The mixed-use PUD provides opportunities for shared parking, access-ways, driveways, etc., with adjoining properties or provides additional parking spaces that may be used by the public.

8. The mixed-use PUD provides non-residential uses on the ground floor(s).

9. The proposed development density will not negatively impact the character, aesthetics, safety, or welfare of surrounding businesses and neighborhoods.

10. The proposed development density will ~~not negatively take into consideration the~~ impact traffic patterns and the proposed impact will be clearly demonstrated during the approval process.

11. The proposed development density will not cause an increased need for public safety services due to influx of population.

ef. Uses may be mixed vertically and/or horizontally.

(d) Phasing. Mixed use planned unit developments may be phased provided each phase incorporates a use permitted in the underlying zoning district. Phasing plans shall be evaluated for the proportionality of permitted use(s) to residential use(s). Phasing plans shall be submitted with the original mixed use PUD.

(e) Amenities.

(1) Requirements and guidelines.

- a. Every mixed use PUD shall incorporate one or more amenities.
- b. Every request for a density bonus shall incorporate one or more amenities in addition to those required by subsection (e)(1)a.
- c. Waivers from zoning ordinance standards may be granted by the Township Board in exchange for amenities.
- d. Amenities shall not be combined or counted more than once or counted toward any other requirement of the ordinance.
- e. When multiple amenities are proposed, multiple criteria categories should be represented.
- f. Amenities shall be visible and/or accessible to the public from a fully improved street, and/or a benefit to the general public.

(2) Criteria. Amenities acceptable for consideration by the Township shall meet one or more of the following criteria:

- a. Type, value and number of amenities shall be proportionate to the size and/or cost of the project.
- b. Variety of amenity categories represented.
- c. Support of goals expressed in this section, the Township Board policy manual, the master plan or other applicable adopted plans.
- d. Consistency and compatibility with the intended use of the site.
- e. Continuity of design elements.
- f. Appropriate and harmonious with the surrounding area.
- g. Potential to act as a catalyst for improvements to surrounding sites.

(3) Categories listing examples of possible amenities.

- a. Conservation:
 - 1. Any alternative energy system.
 - 2. Grey water recycling.
 - 3. Green roofs.

4. Electric car charging stations.

5. Activities or technologies listed for Leadership in Energy and Environmental Design (LEED) certification by the U.S. Green Building Council or certification criteria of organizations with similar goals; for example, American Society of Landscape Architects' (ASLA) Sustainable Sites Initiative (SITES) or Society of Environmentally Responsible Facilities (SERF).

b. Environment:

1. Significantly increased pervious surfaces.

2. Rehabilitation of degraded sites.

3. Green space exceeding the underlying permeable surface regulation.

4. Rehabilitation of green space designated as links on the greenspace plan.

5. Street trees installed at a 20% higher density or one-inch caliper larger than required by the Code of Ordinances.

c. Accessibility:

1. Transit stops. The addition or relocation of one or more transit stops when supported by a local transit provider.

2. Foot and bicycle pathways and sidewalks that connect with the Township's pedestrian/bicycle pathway system and routes identified in the Township's green space plan via a public right-of-way or public access easement.

3. Covered bicycle storage on site.

d. Parks, recreation and culture for active and passive activities:

1. Public recreation resources.

2. Public cultural venues.

3. Public art at 1% of the project cost designed to withstand natural elements and reasonable public contact for at least 10 years.

e. Social interaction:

1. Outdoor gathering spaces or outdoor eating spaces of 300 square feet or more.
2. Public outdoor seating plazas adjacent to or visible and accessible from the street including, but not limited to, benches or other outdoor seating not associated with an outdoor cafe.
3. Privately maintained courtyards, plazas, pocket parks, and rooftop gardens and similar features with seating for the public.

f. Site and building design:

1. Underground utilities.
2. Combination of first floor awnings and upper floor balconies adjacent to a public street.
3. Porches on any structure.
4. Multilevel or underground parking.
5. Ornamental paving treatments for sidewalks and/or parking areas such as, but not limited to, concrete masonry unit pavers, brick, stone or pervious concrete or asphalt.
6. Innovative lighting.
7. Sidewalk planters located in the vicinity of sidewalks and/or outdoor seating areas.
8. Public access to new technology including wireless access points, electronic information displays, excluding unsolicited electronic broadcast information.
9. Consolidation of multiple land parcels into one to facilitate an integrated design.
10. Fountain.

(f) Design standards.

- (1) General restrictions.

- a. Except as noted elsewhere in this section, the yard, setback, lot size, type and size of dwelling unit, frontage requirements, and impervious surface regulations and restrictions are generally waived for the mixed use PUD, provided that the spirit and intent of this section, as defined in Subsection 86-440(a) above, are incorporated with the total development plan. The Planning Commission may recommend and the Township Board shall establish all requirements by means of the approval of the planned unit development.
- b. Maximum height in a mixed use PUD shall be no higher than 45 feet. Exceptions provided in § 86-591 shall apply.
- c. Except as stated above, all requirements regarding floodways, floodplains and wetlands in the conservancy district shall apply to the mixed use PUD.
- d. Metal and portable buildings shall be prohibited.
- e. Residential uses shall be located as far as possible from railroad tracks.

(2) Structure.

- a. Building materials generally. Materials should include, but are not limited to, wood, brick, clapboards, beadboard, glass, and stone. Other materials, such as vinyl, aluminum, and other metal sidings should be avoided. All buildings shall be completed on all sides with acceptable finishing materials. Any element not specifically mentioned in this section shall otherwise conform to other provisions of the Code of Ordinances.
- b. Architectural design. Diversity and variety in architecture is encouraged.
 - 1. Architectural design shall be consistent with pedestrian-oriented development.
 - 2. Property owners shall be encouraged to design and construct their building facades so that these improvements relate to and are sensitive to nearby historical features, blend with the facades of adjacent buildings and complement streetscape improvements in the area. Buildings greater than 50 feet in width shall be divided into increments of no more than 50 feet through articulation of the facade.
 - 3. Windows shall cover no less than 50% of nonresidential street level facades.
 - 4. All mechanical, heating, ventilation, and air conditioning (HVAC) and like systems shall be screened from street level view

on all sides by an opaque structure or landscape material selected to complement the building.

5. Railings, benches, trash receptacles and/or bicycle racks, if provided, shall be of commercial quality, and complement the building design and style, subject to the approval of the Director of Community Planning and Development.

(3) Parking.

a. Setbacks for parking areas from the public street, adjoining properties, and when adjacent to residentially zoned properties shall be established during the review process. Consideration should be given to preservation of existing residential neighborhoods and heritage trees.

b. The number of required off-street parking spaces shall comply with § 86-755 of the Code of Ordinances, which outlines the schedule of requirements for parking spaces. The Township Board may reduce the number of off-street parking spaces required for a development. The Township Board shall establish a reasonable number of required off-street parking spaces based on the characteristics associated with the property and availability of other sources of parking or the provision of amenities in lieu of parking.

c. Parking lots are encouraged to be on the side or in the rear of a building.

d. Bicycle parking shall be separated from automobile parking in visible locations.

(4) Landscaping shall generally comply with the provisions of the Code of Ordinances. Landscaping should be designed to preserve existing significant natural features and to buffer service areas, parking, or dumpsters; a mix of evergreen and deciduous plants and trees are preferred with seasonal accent plantings to add to the visual appeal of the area. Native plant species are encouraged and a horticultural maintenance plan shall be required. Landscaping shall also comply with other applicable provisions of this section. Maintenance of landscaped areas shall be subject to Subsection 86-758(3) of the Code of Ordinances. Additional landscaping may be required in order to preserve and/or protect adjacent properties.

(5) Lighting. All outdoor lighting associated with nonresidential and multiple family residential projects in a mixed use overlay area shall conform to Article VII in Chapter 38 of the Code of Ordinances and is subject to the approval of the Director of Community Planning and Development. Street lighting intended to provide illumination for pedestrians on the sidewalk shall not exceed 15 feet in height.

(6) Signs. Each applicant shall submit a sign program illustrating each proposed sign type, its size and location as part of the project's application materials. The size, number and location of signs shall be submitted at the same time as the mixed use PUD project. The Director of Community Planning and Development may be authorized to approve the entire sign program, or any part of the sign program, as part of the site plan review process.

a. General guidelines.

1. Signs designed to enhance the pedestrian experience, reflect and complement the character of the building, and respect the overall character of the area in an attractive and functional manner are preferred.
2. Signs shall not cover or obscure architectural features of buildings but should be located in logical signable areas which relate to the pattern of the facade.
3. Signs shall be properly maintained.
4. Signs or sign faces shall not be changed or installed without a new building permit and in accordance with an approved sign program.

b. The following sign types are permitted in the mixed use PUD district. Except as indicated below, the number and size of signs shall be approved as part of the project's application for the mixed use PUD approval.

1. Wall signs, defined as a sign mounted flat against, or painted on the wall of a building (not a window sign) with the exposed face of the sign in the plane parallel to the face of the wall.
 - i. Only one primary wall sign for each business with direct access to a public street shall be permitted.
 - ii. Identification signs are a type of wall sign that fit within an imaginary two square foot rectangle. One identification sign shall be permitted for the business name and/or logo and shall be located on the wall surface adjacent to a tenant's main entry. Restaurants may add an additional two square feet to the rectangle for a menu.
 - iii. Tenant directory signs are a type of wall sign used to identify businesses without direct frontage on a public street. The sign shall be located adjacent to the main entrance to the non-frontage suites and shall not exceed six feet in height.

2. Canopy or awning signs, defined as a sign incorporated into a canopy or awning. The sign and/or logo on a canopy or awning shall not exceed 30% of the canopy nor shall it be internally lit.

3. Projecting signs, defined as a sign attached to and projecting perpendicularly from a building wall, excluding canopy or awning signs. One projecting sign per business with direct access to a public street shall be permitted. Projecting signs shall fit within an imaginary six square foot rectangle except projecting signs located under a canopy or first floor eaves or overhang shall fit within an imaginary rectangle with a maximum area of four square feet. The lowest edge of a projecting sign shall be no lower than eight feet above the sidewalk elevation.

4. Window signs, defined as a sign affixed to the interior or exterior of a window or placed behind a window pane so as to attract attention of persons outside the building. Window signs shall not exceed 40% of the window area, except opaque signs shall be limited to 10% of the window area. Etched glass and similar artistic designs shall not be considered opaque.

5. Freestanding signs, defined as any sign supported wholly or in part by some structure other than the building housing the business to which the sign pertains, are generally not permitted in the mixed use PUD district. Exceptions for freestanding signs of the monument type may be permitted when a building is set back a minimum of 15 feet from the right-of-way line with the resulting yard set aside for permanent public open space. In such case, the size, location and design of the sign shall be reviewed and approved as part of the overall sign program.

(7) Sidewalks. Sidewalks shall be a minimum of five feet in width, except in two specific scenarios:

a. When the sidewalk(s) is immediately adjacent to an outdoor seating cafe, the sidewalk shall be a minimum of seven feet in width to provide additional maneuverability, and

b. When the sidewalk(s) is immediately adjacent to an off-street parking area, where vehicles may overhang on the sidewalk, the sidewalk shall be a minimum of seven feet in width to provide additional maneuverability.

(8) Pedestrian/bicycle pathways. Where a site submitted for mixed use PUD approval is located on a route of the Township's pedestrian/bicycle pathway master plan, construction or reconstruction of the route shall conform to Township standards for pedestrian/bicycle pathways.

(9) Noise levels. No noise exceeding 70 dB(A) shall be emitted, as measured from a property line.

(g) Procedure.

(1) Each applicant shall confer with the Department of Community Planning and Development regarding the preparation of the mixed use PUD application. The general proposal in the form of a conceptualized site plan shall be reviewed by the Director of Community Planning and Development in a pre-application conference prior to submission of the mixed use PUD application. The Director of Community Planning and Development shall furnish the applicant with requirements to the components of the mixed use PUD application. It is not required that any person requesting a pre-application conference be an owner of or holder of an equitable interest in the subject property.

(2) An applicant is urged to meet with owners and occupants of surrounding properties to apprise them of a proposed development, share the physical design, receive comments, and revise the proposal accordingly prior to submitting an official application. The Township will assist by providing property owner and occupant contact information.

(3) Concept plan (optional). A property owner, prospective applicant or their representative may submit a concept plan for review and comment by the Planning Commission and Township Board.

a. Purpose.

1. To acquaint the Planning Commission and Township Board with the proposed project.
2. To provide guidance regarding the proposed design's compatibility with the purpose, intent and standards of the mixed use PUD ordinance.
3. To reduce the applicant's time and cost.

b. Submittal requirements.

1. A written request to initiate a concept plan review submitted to the Director of Community Planning and Development.
2. A written summary of the project (amount and type of uses, basis for the design concept).

3. A concept plan drawn to scale containing the following information:

- i. Boundaries and acreage of the site.
- ii. Zoning.
- iii. Adjacent road network.
- iv. General layout of buildings, interior access roads and unique design elements.
- v. General location of known features affecting the site layout such as, but not limited to, floodplain, wetlands, woodlands, railroads, drains, rivers or rivers and streams, parkland, etc.

c. Review procedure.

1. Upon receipt of a written request and other required data and information, the Director of Community Planning and Development shall review the concept plan.

2. Within 30 days of the date of receiving a complete request the director shall forward to the Planning Commission and Township Board the concept plan and accompanying data along with any written comments from the director. The Planning Commission and Township Board shall concurrently review the concept plan and may offer comments or suggestions on the design. Comments or suggestions made during the review of the concept plan shall not be binding on the Township or the applicant.

(4) Required data and information for a mixed use PUD.

- a. A complete application accompanied by the appropriate fee.
- b. A map drawn to an engineer's scale of the total property involved, showing its location in the Township and its relation to adjacent property.
- c. A site analysis indicating principal factors which influenced the design, including building elevations and/or architectural documents and plans.
- d. A schematic layout of the proposed storm sewer system.

e. A document generally describing the proposed phasing program for the mixed use PUD of all dwelling units, non-dwelling units, recreation and other facilities, and open space improvements.

f. A reproducible two-foot contour topographic map (i.e., sepia, mylar, etc.) drawn at the same scale as the site plan and showing the existing relief features on the site.

g. A sign program.

h. Natural features study for previously undeveloped properties.

i. Traffic study where the project will exceed 100 vehicle trips during the peak hour of the adjacent roadway.

j. Building elevations drawn to scale (in color).

k. The developer shall provide the Township with copies of comments from other reviewing agencies, such as:

1. The Ingham County Road Commission.
2. The Ingham County Drain Commissioner.
3. Michigan Department of Transportation (if applicable).
4. Michigan Department of Environmental Quality (if applicable).
5. Township Environmental Commission (if applicable).
6. Township Engineering Department.
7. Township Fire Department.
8. The appropriate School Board (if applicable).

l. The developer shall provide proof of property ownership, or a letter from the owner authorizing the request and proof of property ownership from the author of the letter.

(5) Hearing. Upon submittal of a complete application, the Planning Commission shall hold a public hearing.

a. Notice of public hearing. Notices shall comply with the provisions outlined in Subsection 86-65(b) of the Code of Ordinances.

(6) Planning Commission decision. Following the public hearing, the Planning Commission will make a decision on whether to recommend approval of the request, recommend approval with conditions of the request, or recommend denial of the request, to the Township Board. The Planning Commission shall recommend approval, modification, or denial, to the Township Board, within 60 days of the date the planned unit development was placed on the commission's agenda and shall within said 60 days, report its action to the Township Board. The sixty-day period may be extended if the applicant consents.

(7) Township Board decision. After receiving a recommendation from the Planning Commission, the Township Board shall conduct a public hearing which shall be preceded by notice as specified in the preceding subsection (e)(3). Following the public hearing, the Township Board shall make a determination to approve, modify, or deny the request. The Township Board shall approve, modify or deny the planned unit development within 30 days of the date the planned unit development was placed on the board's agenda. The thirty-day period may be extended if the applicant consents.

(8) Site plan review. Upon approval by the Township Board of the mixed use PUD, the developer shall submit a complete application to the Department of Community Planning and Development for site plan review, as outlined in the Code of Ordinances. The site plan review process shall be subject to the standards outlined in Chapter 86 of the Code of Ordinances.

(9) Any condition imposed upon a mixed use PUD shall be part of the record and remain unchanged, unaltered, and not expanded upon, except with the mutual consent of the Township and the landowner. The Township shall maintain a record of conditions which are changed.

(h) Effect of issuance.

(1) Effective date. The effective date of an approved mixed use PUD shall be the date of the Township Board decision.

(2) When a mixed use PUD becomes void. If construction related to the mixed use PUD has not commenced within four years after the effective date, approval shall be void, except one two-year extension may be considered if a written request is submitted to the Department of Community Planning and Development prior to the expiration date.

(3) Extension of a phased mixed use PUD. Once the first phase of a multi-phased mixed use PUD is under construction, the Township Board may grant a two-year extension for future phases if a written request is submitted to the Department of Community Planning and Development prior to the current expiration date. Provided construction progresses on subsequent phases, the Township Board may grant additional two-year extensions if a written request is submitted to the

Department of Community Planning and Development prior to the most recent expiration date.

(i) Amendments.

(1) Generally. The property owner may apply for an amendment in writing to the Director of Community Planning and Development. The director shall make a determination as to whether a proposed amendment constitutes a major or minor amendment to the original planned unit development.

(2) Major amendments. A major amendment shall have a significant impact on the mixed use PUD and the conditions of its approval, which shall include, but not be limited to:

a. Building additions located outside a building envelope as shown on the approved mixed use PUD site plan.

b. Building additions that reduce any setback shown on the approved mixed use PUD site plan.

c. Building additions in excess of 2,000 square feet for buildings under 20,000 square feet in gross floor area or 10% of an existing building over 20,000 square feet in gross floor area.

d. Expansion of a use that results in an additional 100 or more vehicle trip ends during the peak hours.

e. Addition of land to the mixed use PUD equal to or more than 20,000 square feet for existing sites less than 40,000 square feet in area or two times the original site size for sites over 40,000 square feet.

f. Expansion of a use that anticipates a 10% or greater increase in required off-street parking.

g. Any addition to a legal nonconforming site.

(3) Minor amendments. All amendments not deemed to be major amendments by the Director of Community Planning and Development shall be considered a minor amendment.

(4) Process to amend a mixed use PUD.

a. Major amendments shall follow the same procedure set forth in this section for new applications, including, but not limited to, submitting an application and fee.

b. Minor amendments. The Director of Community Planning and Development shall initiate the following review process:

1. Application. An application for an amendment to a mixed use PUD shall be submitted to the Director of Community Planning and Development.

2. Fee. A fee shall be paid at the time of filing the application in the amount established in the schedule of fees adopted by the Township Board.

3. Hearing. Upon submittal of a complete application, the Director of Community Planning and Development shall hold a public hearing.

i. Notice of the public hearing. Notices shall comply with the provisions outlined in Subsection 86-65(b) of the Code of Ordinances.

ii. Director of Community Planning and Development decision. Following the public hearing and after adequate review and study of the application, the Director of Community Planning and Development shall make a decision to approve, approve with conditions or deny the minor amendment request within 60 days of the public hearing date. The sixty-day period may be extended if the applicant consents.

4. Site plan review. Upon approval of a minor amendment by the Director of Community Planning and Development, the applicant shall submit a complete site plan review application to the Department of Community Planning and Development, as outlined in Chapter 86 of the Code of Ordinances.

5. Any condition imposed upon a minor amendment to a mixed use PUD by the Director of Community Planning and Development shall remain unchanged, unaltered, and not expanded upon, unless the change is reviewed and authorized by the Director of Community Planning and Development.

c. Appeal. An aggrieved person may appeal the decision of the Director of Community Planning and Development to the Township Board in accordance with § 86-188.

(j) Enforcement. The provisions of this article shall be enforced in the manner provided elsewhere in this Code of Ordinances. Any development that is not otherwise in conformance with these regulations shall not be approved.