



Andy Schor
Mayor

LANSING PLANNING COMMISSION
Regular Meeting
Tuesday, October 7, 2025, 6:30 p.m.
Neighborhood Empowerment Center
600 W. Maple Street, Lansing, MI 48906

AGENDA

- 1. OPENING SESSION**
 - A. Roll Call
 - B. Excused Absences
- 2. APPROVAL OF AGENDA**
- 3. COMMUNICATIONS**
- 4. PUBLIC HEARINGS & ITEMS FOR ACTION**
 - A. Introduce amendments to the Zoning Ordinance, Section 1240.02 to provide a definition for "Liquor Store" and Subsection 1250.02.13 to provide for a limitation within the Zoning Code of proximity of liquor stores to each other.
- 5. COMMENTS FROM THE AUDIENCE (please limit comments to 3 minutes per person)**
- 6. RECESS**
- 7. BUSINESS**
 - A. **Consent Items**
 - (1) Minutes for approval: September 2, 2025
 - B. **Old Business**
 - C. **New Business**
 - (1) Election of Planning Commission Representative on the Board of Zoning Appeals
- 8. REPORT FROM PLANNING & ZONING OFFICE**
- 9. COMMENTS FROM THE CHAIRPERSON**
- 10. COMMENTS FROM COMMISSION MEMBERS**
- 11. PENDING ITEMS: FUTURE ACTION REQUIRED**
- 12. ADJOURNMENT**

Next Regularly Scheduled Meeting: Wednesday, November 5, 2025

For special accommodations, please give 24 hours' notice prior to the meeting by calling Sue Stachowiak in the Planning Office at 517-483-4085 or by dialing (tty 711).

Department of Economic
Development and Planning
Rawley Van Fossen, Director



Planning & Zoning Office
316 N. Capitol Avenue, Suite D-1
Lansing, Michigan 48933
PH: 517.483.4066
www.lansingmi.gov/planning

MEMORANDUM

TO: City of Lansing Planning Commission

FROM: Planning & Zoning Office

DATE: October 7, 2025

SUBJECT: City Council drafted amendment to the Zoning Ordinance, Section 1240.02 Definitions add “Liquor Store”, and Subsection 1250.02.13 to provide for a limitation of proximity of liquor stores to each other

On August 26, 2025 the City Council Committee on Public Safety voted to present zoning ordinance amendments to the Planning Commission for review and comment. These amendments create a new definition for “Liquor Store”, previously undefined, in Section 1240.02 Definitions. Please see attachment for full definition.

Liquor store means a retail store licensed by the Liquor Control Commission as a specially designated merchant, specially designated distributor, or both, that is primarily engaged in the sale of tobacco products, vapor products, and alternative nicotine products and packaged alcoholic liquor, beer, spirits, and wine for consumption off of the premises of the business.

Additionally, an amendment creating Subsection 1250.02.13:

No liquor store shall be located within 2,500 feet of another liquor store. The distance between liquor stores shall be measured by the shortest straight line between the respective lots in which each liquor store is located, from the two points of each lot line closest to the other lot.

A public hearing will be scheduled for the regular meeting October 7, 2025. Planning and Zoning Office staff will provide a staff analysis of the proposed amendments. The Committee on Public Safety requests the Planning Commission provide feedback and vote to recommend approval or denial of the draft ordinance amendments.

Michigan Liquor Control Commission (MI LCC) has the sole authority to issue liquor licenses.

There are two main license types for off-premises consumption:

A Specially Designated Merchant license, as defined by MCL 436.1111(15), is a business licensed to **sell, at retail, beer, wine, and mixed spirit drink products** in the original package for consumption off the premises. Grocery stores, convenience stores, food specialty stores, pharmacies, gas stations, and other establishments selling beer, wine, and mixed spirit drink products for consumption off the premises require a Specially Designated Merchant license.

A Specially Designated Distributor license, as defined by MCL 436.1111(14), is a business licensed to **sell at retail spirits** in the original package for consumption off the premises. Specially Designated Distributor licenses generally are held in conjunction with Specially Designated Merchant licenses.

Number of retailers based on population of the local government

Lansing – Local Governmental Unit Quota (10/1/2025)				
Type	Allowed	Issued	Available	Allocated
Retail – On Premise	75	77	-2	0
Retail SDD Off Premise	38	41	-3	0
Retail SDM Off Premise	113	91	18	4

Local legislative approval is not required for the issuance of new or transferred off-premise SDM or SDD licenses, but the local government’s opinions regarding an applicant must be considered by MI LCC.

A local government may use zoning to manage the location, concentration, and design of liquor stores, that are justified by legitimate planning purposes such as community aesthetics, public health, safety, and harm reduction.

The Planning Commission may consider recommending additional zoning amendments:

Amend the Allowable Use Tables of 1243.03 and 1245.03, which could limit liquor stores to certain zoning districts or could require a special land use permit in districts where they may be of special concern for the health and safety of the neighborhood.

City Council’s proposal would create a new definition of a land use, but does not create a new land use classification for Liquor Stores in the allowable use table. Therefore they would still be permitted as ‘Retail Sales’.

Table 1243.03 Commercial Mixed-Use Districts Allowable Use Table							
P = Principal Permitted C = Conditional Use S = Special Land Use	MX-C	MX-1	MX-2	DT-1	DT-2	DT-3	Conditions
Commercial/Office							
Retail Sales and Personal Services	P	P	P	C	P	P	Permitted on non-local streets. Permitted on local street only within 50’ of a non-local street.

Table 1245.03 Special Districts Allowable Use Table			
	IND-1	INST-1	Conditions
Retail Sales and Personal Services	P	P	

Additional standards could be included either in the ‘Conditions’ of the allowable use tables or with Subsection 1250.02.13.

- Distance requirements from schools, child care centers, parks, places of worship, libraries or places of assembly. (currently restricted 500 feet from a school or place of worship §830.03).
- Restrict drive-through or walk-up windows from buildings.
- Additional site development and architectural standards
 - Additional landscaping, lighting, fencing, or other façade requirements to deter crime, littering, or loitering
 - Current rules prohibit window coverings/wraps that make windows completely opaque
 - Window signage is currently limited to 20% of the total window area

ORDINANCE NO. _____

An ordinance of the City of Lansing, Michigan, to amend Section 1240.04 of the Lansing Codified Ordinances to define the term “liquor store” within the Zoning Code.

THE CITY OF LANSING ORDAINS:

Section 1. That Chapter 1240, Section 1240.04, of the Codified Ordinances of the City of Lansing, Michigan, be and is hereby amended to read as follows:

1240.04.02. Definitions.

As used in this Zoning Ordinance, unless otherwise provided:

***Liquor store* means a retail store licensed by the Liquor Control Commission as a specially designated merchant, specially designated distributor, or both, that is primarily engaged in the sale of tobacco products, vapor products, and alternative nicotine products and packaged alcoholic liquor, beer, spirits, and wine for consumption off of the premises of the business. For the purposes of this definition:**

(1) A retail store is primarily engaged in the sale of tobacco products, vapor products, and alternative nicotine products and alcoholic liquor, beer, spirits, and wine when more than 50 percent of the gross sales of the business are from the sale of any combination of such products as determined by visual inspection, sales records, purchase records, counting of stockkeeping units, or other inventory or accounting recordkeeping methods that are customary or reasonable.

(2) Businesses licensed by the Liquor Control Commission as suppliers and manufacturers are not included within the definition of a liquor store.

1 **(3) Restaurants, bars, lounges, taverns, hotels, and motels, as those terms are**
2 **defined by this Section of the Code of Ordinances, are not included within**
3 **the definition of a liquor store.**

4 **(4) The terms “specially designated merchant” and “specially designated**
5 **distributor” are defined by Section 111 of the Michigan Liquor Control Act**
6 **(MCL 436.1101 et seq); the terms “supplier” and “manufacturer” are**
7 **provided for by Section 603 of the Michigan Liquor Control Act; the terms**
8 **“tobacco product,” “vapor product,” and “alternative nicotine product” are**
9 **defined by Section 4 of the Youth Tobacco Act (MCL 722.641 et seq); and the**
10 **terms “alcoholic liquor,” “beer,” “spirits,” and “wine” are defined by**
11 **Chapter 830 of this Code of Ordinances.**

12 Section 2. All ordinances, resolutions or rules, parts of ordinances, resolutions or rules
13 inconsistent with the provisions are repealed.

14 Section 3. Should any section, clause or phrase of this ordinance be declared to be
15 invalid, the same shall not affect the validity of the ordinance as a whole, or any part thereof
16 other than the part so declared to be invalid.

17 Section 4. This ordinance shall take effect on the 30th day after enactment, unless given
18 immediate effect by City Council, and shall expire December 31, 2034.

20
21
22
23
24
25

Approved as to form:

City Attorney

Dated: _____

ORDINANCE NO. _____

An ordinance of the City of Lansing, Michigan, to amend Section 1250.02 of the Lansing Codified Ordinances to add Subsection 1250.02.13 to provide for a limitation within the Zoning Code of proximity of liquor stores to each other.

THE CITY OF LANSING ORDAINS:

Section 1. That Chapter 1250, Section 1250.02, of the Codified Ordinances of the City of Lansing, Michigan, be and is hereby amended to add a new Subsection 1250.02.13 to read as follows:

1250.02.13. -Liquor stores.

No liquor store shall be located within 2,500 feet of another liquor store. The distance between liquor stores shall be measured by the shortest straight line between the respective lots in which each liquor store is located, from the two points of each lot line closest to the other lot.

Section 2. All ordinances, resolutions or rules, parts of ordinances, resolutions or rules inconsistent with the provisions are repealed.

Section 3. Should any section, clause or phrase of this ordinance be declared to be invalid, the same shall not affect the validity of the ordinance as a whole, or any part thereof other than the part so declared to be invalid.

Section 4. This ordinance shall take effect on the 30th day after enactment, unless given immediate effect by City Council, and shall expire December 31, 2034.

Approved as to form:

City Attorney

Dated: _____

21
22
23
24
25
26



MINUTES
Committee on Public Safety Special Meeting
Tuesday, August 12, 2025 @ 4:00 p.m.
City Council Conference Room, 10th Floor City Hall

CALL TO ORDER

Council Member Pehlivanoglu called the meeting to order at 4:00 pm

PRESENT

Council Member Trini Pehlivanoglu, Chair
Council Member Adam Hussain, Vice Chair
Council Member Kost, Member

OTHERS PRESENT

Sherrie Boak, Council Staff
Lisa Hagen-Lawrence, OCA
Joe Neller
Andy Markovich

MINUTES

MOTION BY COUNCIL MEMBER HUSSAIN TO APPROVE THE MINUTES FROM AUGUST 11, 2025, AS PRESENTED. MOTION CARRIED 3-0.

PUBLIC COMMENT

Mr. Markowich provided a demolition updated for Martin Luther King MSD, known as Metro Bowl.

DISCUSSION

ORDINANCE – Adoption of the 2021 International Fire Code- Chapter 1610, Section 1610.02

Council Member Pehlivanoglu provided a brief update on the ordinance, with no questions or additional discussion.

MOTION BY COUNCIL MEMBER KOST TO APPROVE THE ORDINANCE FOR THE ADOPTION OF 2021 INTERNATIONAL FIRE CODE – CHAPTER 1610, SECTION 1610.02. MOTION CARRIED 3-0.

DISCUSSION/RESOLUTION – Support and Encouragement for HB 4260 & 4261

Council Member Hussain summarized the resolution noting this is established to get the State legislation to move on the package on eligible expenditures and framework. One is that there has to be improvement of public safety dollars to qualify for funds.

MOTION BY COUNCIL MEMBER HUSSAIN TO APPROVE THE RESOLUTION FOR SUPPORT OF HB 4260 & 4261. MOTION CARRIED 3-0.

DISCUSSION – Ordinance Amendments to Chapter 654-Noise

Council Member Pehlivanoglu, in the past the Committee wanted to review and make amendments. Council Member Kost stated based on the past meetings he met with OCA and after reviewing the complete ordinance, it was best to start fresh with a new noise ordinance. OCA is currently working on, so it can be removed from the Committee until OCA has a draft. This is to address the noise on the

streets, look at state laws, other communities, and Ms. Hagen-Lawrence confirmed she will be drafting the document, and if Council Members have examples from other communities, they can provide those to her, and she has also started researching. Council Member Kost noted that there were statements made in meetings to repeal and replace, but he did not suggest those actions. Council Member Hussain asked leadership to weekly, monthly as for follow ups on the status, and Council Member Pehlivanoglu asked for it to be added back on the agenda in 3-4 weeks.

Ms. Hagen-Lawrence spoke on their process, which stated it includes review of the statutes, comparison with other communities to see what works or does not work for the City, then draft and look at OCA ordinance review meetings, where they look at it thoroughly for any issues before presented to the Council.

Council Member Kost assured the Committee that they want this addressed before the end of the year.

City TV informed the Committee that audio is not working on YouTube, but is working on TEAMS, and after the meeting the TEAMS recording will be uploaded to YouTube.

DISCUSSION– Introduction & Set Public; Zoning Ordinance Amendment; 1240.04 Define “Liquor Store”

Council Member Pehlivanoglu read the first paragraph of the ordinance which outlined the definition, and speaking to items such as businesses that are labeled suppliers, restaurants, hotels, etc. are not included in the definition.

Ms. Hagen-Lawrence stated this ordinance, and the next one came from comments from these Committee members.

Council Member Pehlivanoglu asked if this is similar to what State of Michigan Liquor Control would define. Ms. Hagen-Lawrence stated they did review, and they define by license type, and they looked closely at those when crafting this.

Council Member Hussain stated he believed it was looked at by square footage. Ms. Hagen-Lawrence stated she was not part of the ordinance review. Council Member Hussain confirmed he was aware that there are some communities that have used this definition. Council Member Pehlivanoglu referred to the ordinance where it speaks specifically.

Council Member Kost referred to “50% of gross sales” and asked if that was State law. Ms. Hagen-Lawrence stated that is what they fell on because of legal and defensibility, and Council Member Kost stated he would like it to be 10%. The issue could be something similar to a grocery store with liquor as part of their sales being taken into consideration. Council Member Hussain stated he is comfortable with this as a starting point, and Council Member Pehlivanoglu stated that she believes 50% is fair. Council Member Kost provides examples of all the liquor stores that have opened up on Michigan Avenue and Kalamazoo. In conversations with liquor control commission, they are not concerned with the local concerns, so he is looking for something stronger local the city can afford. Council Member Hussain understood 50% too high, but instead of sending it to plan commission the Committee could ask OCA to look at something else. Council Member Kost asked the OCA to look at it to make it more restrictive.

Council Member Hussain noted that with the passage last night of the funding for ModPods for the homeless, these items with the liquor license address and point towards impact on the homeless.

DISCUSSION – INTRODUCTION AND SET PUBLIC HEARING: ZONING ORDINANCE AMENDMENT; 1250.02 LIQUOR LICENSE LOCATION PROXIMITY

Council Member Pehlivanoglu noted the ordinance notes to no less than 1,000 ft to another liquor store. Council Member Hussain noted the City will measure from property lines and not like Michigan Liquor Control Commission. Council Member Kost asked for OCA to look at more than 1,000 ft. Council

Member Pehlivanoglu asked about current stores, and Ms. Hagen-Lawrence stated they would be preexisting.

DISCUSSION/RESOLUTION – INTRODUCTION AND SET PUBLIC HEARING CHAPTER 1060 TO ESTABLISH THE CITY AS PROVIDER FOR ALL CURBSIDE COLLECTION

Council Member Pehlivanoglu referred to the ordinance, highlighting the definition, the breakdown of recyclable items, etc.

Ms. Hagen-Lawrence stated this is to bring services to one provider: the city. Noting on page 5 of the ordinance, they are waiting on the exact pounds from Public Service on line 3 of the document. That being said, this is to address vehicles on the road, bins left out and enforcement of that.

Council Member Kost added that he spoke to Mayor Schor and Mr. Kilpatrick about this, and DeWitt has universal trash collection. Some of the items he has found, is that when people have trash they end up recycling more, so his belief is this is a better way forward. This could be like an enterprise fee but would only sustain. Ms. Hagen-Lawrence noted that the Public Service department can contract to assist with this order. This allows the city to be responsible for the services. Council Member Kost stated his understanding would be that the city would be divided west east so that the city would start with the west side, contract with contractor for east side to build up and then the city moves east towards taking over the whole city. And the City has already passed in the budget bins for everyone, that should be 64. Council Member Pehlivanoglu asked if there was a discussion on cost savings.

Council Member Pehlivanoglu spoke about the “bag tag” statement in the ordinance and how would that be implemented, and where can they be purchased. Ms. Hagen-Lawrence stated that it would be in the department process, along with how to buy tags only. Council Member Pehlivanoglu then noted the process for waste hauler license, can a resident contract with another company for a dumpster for large clean out and this would not preclude that. Council Member Pehlivanoglu asked if the City is responsible, what makes it possible to contract with an outside company on page 10 of the ordinance, 1060.17. Ms. Hagen-Lawrence provided an example of large clean up items on remodels, where they would not utilize the cart and service from the city, but would be taken back to OCA. She did not believe that it was intended for when people were not living in the facility. Council Member Hussain stated he believes the intent is that every resident has the service and cart, but if someone can prove they have service to meet the specific need. Ms. Hagen-Lawrence she wants to go back to OCA and look at the definition.

Council Member Kost referred to 1060.18 (a).

Council Member Pehlivanoglu noted there should be better clarification where it does not speak to curb side solid waste, as well.

Council Member Pehlivanoglu asked to wait until the next meeting, so the Committee has a solid document before presenting it to the public and council.

The Committee and OCA spoke on the time frame for answers for the document.

OTHER

No other comments.

ADJOURN

Adjourned at 4:51 p.m.

Submitted by

Sherrie Boak, Secretary

Lansing City Council

Approved by the Committee on August 26, 2025

DRAFT



MINUTES
Committee on Public Safety Special Meeting
Tuesday, August 26, 2025 @ 4:00 p.m.
City Council Conference Room, 10th Floor City Hall

CALL TO ORDER

Council Member Pehlivanoglu called the meeting to order at 4:00 pm

PRESENT

Council Member Trini Pehlivanoglu, Chair
Council Member Adam Hussain, Vice Chair
Council Member Kost, Member

OTHERS PRESENT

Sherrie Boak, Council Staff
Lisa Hagen-Lawrence, OCA
Abood, OCA
Joe Neller
Irene Iris Cotton
Charles Houser, Granger

MINUTES

MOTION BY COUNCIL MEMBER HUSSAIN TO APPROVE THE MINUTES FROM AUGUST 12, 2025, AS PRESENTED. MOTION CARRIED 3-0.

PUBLIC COMMENT

Mr. Houser acknowledged the Committee for withdrawing the amendments to the solid waste ordinance.

DISCUSSION

RESOLUTION – Reappointment; Irene Iris Cotton; At Large Member; Board of Police Commissioners; Term to Expire June 30, 2029

Ms. Cotton was not present at the time of the start of the meeting and this item was moved to later in the agenda.

DISCUSSION– Ordinance Amendment; 1240.04 Define “Liquor Store”

Council Member Pehlivanoglu noted at the last meeting there was a discussion on gross sales.

Ms. Hagen- Lawrence noted that changing to the lower percentage of the 50% threshold was not possible and they did not recommend it. They did modified to include considerations for tobacco sales, vaping, nicotine to be considered in the “sales”.

Council Member Pehlivanoglu referred to an email to all Council from Mr. James Denning.

MOTION BY COUNCIL MEMBER HUSSAIN TO MOVE THE DRAFT ORDINANCE TO THE PLANNING COMMISSION. MOTION CARRIED 3-0.

DRAFT

Ms. Boak was asked when it would be before the Planning Commission and she assured them that it would be sent to the EDP department along with draft minutes and would update the Committee on when it will be in front of the Commission.

DISCUSSION – Amendment; 1250.02 liquor license location proximity

Council Member Pehlivanoglu noted at the last meeting there was a discussion on the distance which was 1,000 and now it is proposed as 2,500.

Ms. Hagen-Lawrence stated they considered the new distance because it is the maximum distance that has been upheld in these types of challenges and is defensible.

Council Member Kost spoke in support of the ordinance changes.

MOTION BY COUNCIL MEMBER KOST TO MOVE THE DRAFT ORDINANCE TO THE PLANNING COMMISSION. MOTION CARRIED 3-0.

Ms. Boak was asked when it would be before the Planning Commission and she assured them that it would be sent to the EDP department along with draft minutes and she would update the Committee on when it will be in front of the Commission.

RESOLUTION – Reappointment; Irene Iris Cotton; At Large Member; Board of Police Commissioners; Term to Expire June 30, 2029

Council Member Pehlivanoglu welcomed Ms. Cotton and asked her to provide the Committee an update on her appointment in 2024. Ms. Cotton stated she is still learning, people recognized she is on the Board and they can bring her their concerns. She assured them she has been going out to the community neighborhood events and letting people who she is and introducing them to Board members.

Council Member Hussain asked if this was her first or second term, and it was clarified she was filling a term and this would be her first full term. She was then asked if she has done a ride around or attend a line up, and she confirmed she has not done either of those and Council Member Hussain encouraged her to participate in those items. Council Member Hussain asked what events she has been going to, to engage community input. Ms. Cotton stated she has attended the Board meetings that have been scheduled, plans to schedule a ride along, chair of the LPD hiring committee for the Board and updates the Board on the hiring and recruiting. Council Member Hussain asked if there have been times where she has taken the opposition stance or unpopular stance, and she stated to this point she has not and would be comfortable if it came to that.

Council Member Kost asked Ms. Cotton asked her again if she has the time to make the meetings, and Ms. Cotton stated she has made them all but one since she was appointed, due to being ill. (February – March). Council Member Kost asked if she attended the May meeting, and Ms. Cotton stated that might have been the meeting she was sick.

Ms. Cotton then elaborated on what she has learned so far in recognizing people, city attorneys, and she is learning how to navigate each role on the Board.

Council Member Kost asked how the Chair of the Board has helped and she confirmed the Chair of the Board has helped and provided direction.

Council Member Hussain encouraged the Board to disagree without being disagreeable, and it should not be a “rubber stamp” commission.

DRAFT

MOTION BY COUNCIL MEMBER HUSSAIN TO APPROVE THE RESOLUTION FOR THE REAPPOINTMENT OF IRENE IRIS COTTON; AT LARGE MEMBER OF THE BOARD OF POLICE COMMISSIONERS. MOTION CARRIED 3-0.

OTHER

No other comments.

ADJOURN

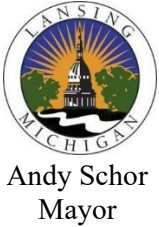
Adjourned at 4:22 p.m.

Submitted by

Sherrie Boak, Secretary

Lansing City Council

Approved by the Committee on



LANSING PLANNING COMMISSION
Regular Meeting
September 2, 2025 - 6:30 p.m.
Neighborhood Empowerment Center
600 W Maple Street, Lansing, MI

MINUTES – DRAFT

1. OPENING SESSION

Ms. Alexander called the meeting to order at 6:30 p.m.

- a. Present: Katie Alexander, Tony Cox, Tim Klont, Shane Muchmore, John Ruge, Spencer Lippert
- b. Absent: Monte Jackson (excused), Ted O’Dell (excused)
- c. Staff: Sue Stachowiak, Zoning Administrator

Mr. Ruge made a motion, seconded by Mr. Klont, to grant excused absences for Mr. Jackson and Mr. O’Dell. On a voice vote, the motion carried unanimously.

2. APPROVAL OF AGENDA –

Mr. Ruge made a motion, seconded by Mr. Klont, to approve the agenda as presented. On a voice vote, the motion carried unanimously.

3. COMMUNICATIONS – None

4. PUBLIC HEARINGS & ITEMS FOR ACTION

A. SLU-1-2025, 3011 Turner Street, Special Land Use Permit for an adult foster care small group home

Ms. Stachowiak stated that the request is for a state-licensed adult foster care, small group home at 3011 Turner Street. She said that the facility would provide assisted living and care for a maximum of 12 residents that may be developmentally disabled, need assistance with daily living activities or are dealing with mental health issues. Ms. Stachowiak stated that the staff recommendation is to approve the request as it complies with the special land use permit evaluation criteria described in the staff report. More specifically, she stated that the use will generate very little traffic, the only access to the site is on Turner Street which is classified as a non-local street, there are commercial uses directly across the street from the site and the use will not generate any nuisances or levels of activity that could negatively impact adjacent and nearby residential properties. Ms. Stachowiak said that the only issue is that the applicant will need to provide six paved parking spaces on the site.

Ms. Alexander opened the public hearing at 6:35.

The applicant, Esther Mwankenja, spoke in support of her request. She stated that the house at 3011 Turner Street is quite large and will easily be able to accommodate 12 residents. She also acknowledged that she will need to pave the driveway and provide paved parking in the back yard.

Seeing no one else wishing to speak, Ms. Alexander closed the public hearing at 6:43.

Mr. Cox made a motion, seconded by Mr. Klont, to recommend approval of SLU-1-2025, 3011 Turner Street, Special Land Use Permit for an adult foster care small group home, to allow for a maximum of 12 residents. On a voice vote the motion carried unanimously (6-0).

5. **COMMENTS FROM THE AUDIENCE** – None

6. **RECESS** – Not taken.

7. **BUSINESS**

A. Consent Items

(1) Minutes for approval June 3, 2025

The minutes from the June 3, 2025, Planning Commission meeting were approved without objection.

B. Old Business – None

C. New Business

(1) **Act-3-2025, 2020-2600 E Mt. Hope Ave., Utility Easement**

Ms. Stachowiak introduced Consumers Energy’s request for a 15-foot wide easement across 2020 and 2600 E. Mt. Hope Avenue, which are Fenner Nature Center and Evergreen Cemetery, respectively, starting 33 feet from the north property lines. She said that the purpose of the easement is installation of underground natural gas distribution lines that will serve customers within the City. Ms. Stachowiak stated that existing infrastructure within the area will be replaced and the requirements for site maintenance and restoration are covered in the draft easement agreement document.

Mr. Muchmore made a motion, seconded by Mr. Lippert, to recommend approval of Act-3-2025, to establish a 15-foot-wide easement along the north property lines of 2020 and 2600 E. Mt. Hope Avenue for the purpose of installing underground natural gas distribution lines by Consumer’s Energy. On a voice vote the motion carried unanimously (6-0).

(2) **Act-4-2025, 2400-2500 block N Martin Luther King Jr. Blvd., Drain Easement**

Ms. Stachowiak introduced the request by the Capital Regional Airport Authority (CRAA) to obtain a 20-foot drain easement along the eastern portion of the 3400-3500 block of N. Martin Luther King Jr. Boulevard for the purpose of installing underground sewer drain that will connect to the airport.

City Engineer Nicole McPherson explained that the easement will permit the Capital Regional Airport Authority to install a sewer drain within the N. M. L King public right-of-way to connect to the City’s drain. She further explained that the City will not take ownership of the proposed sewer because CRAA will have a ‘force drain’ that discharges wastewater under pressure into a conventional sanitary sewer. Ms. McPherson said that all construction, restoration, and maintenance will be the responsibility of CRAA and will be spelled out in the easement document.

Mr. Cox made a motion, seconded by Mr. Ruge, to recommend approval of Act-4-2025, to grant a 20-foot-wide easement within the east side of blocks 3400 and 3500 N. M. L. King Jr. Boulevard to the Capital Regional Airport Authority for the purpose of installing an underground sewer drain to serve the Capital Area Regional Airport property. On a voice vote the motion carried unanimously (6-0).

(3) Election of Planning Commission Chairperson, Vice-Chairperson, and Board of Zoning Appeals Representative

Mr. Cox nominated Mr. Klont for chairperson. Hearing none further, the nominations were closed. On a voice vote, Mr. Klont was unanimously elected chairperson.

Mr. Ruge nominated Ms. Alexander for vice-chairperson. Hearing none further, the nominations were closed. On a voice vote, Ms. Alexander was unanimously elected vice-chairperson.

Ms. Alexander called for nominations or volunteers to serve as the Planning Commission’s representative to the Board of Zoning Appeals. Seeing none, the Commission agreed to table this matter until the next meeting to see if Mr. Jackson is still willing to serve in this capacity.

8. REPORT FROM PLANNING & ZONING OFFICE

A. Introduce amendments to Section 1240.02 to provide a definition for “Liquor Store” and Subsection 1250.02.13 to provide for a limitation within the Zoning Code of proximity of liquor stores to each other.

Ms. Stachowiak stated that there are two ordinance amendments that will be on the October 7, 2025, meeting agenda for a public hearing and recommendation to the City Council. She said that one of the amendments includes a new definition for a liquor store and the other one will require a separation of 2,500 feet between liquor stores. She said that the intent is to prevent the concentration of liquor stores in areas throughout the City.

Council President, Ryan Kost explained that there are several existing liquor stores and more that may be coming on the east side and in other geographic areas of the City. Council President Kost stated that the ordinance was written in such a manner that most grocery stores and a lot of convenience stores will not be subject to this restriction because liquor, is not the majority of overall sales.

9. COMMENTS FROM THE CHAIRPERSON – None

10. COMMENTS FROM COMMISSION MEMBERS – None

11. PENDING ITEMS: FUTURE ACTION REQUIRED – None

12. ADJOURNMENT – The meeting was adjourned at 7:05 p.m.