

**REGULAR MEETING OF THE CITY COUNCIL  
OF THE CITY OF LANSING, MICHIGAN**

**TONY BENAVIDES LANSING CITY COUNCIL CHAMBERS  
LANSING CITY HALL, 10<sup>th</sup> FLOOR  
124 W. MICHIGAN AVENUE**

**July 8, 2024 at 7:00 PM**



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TO THE HON. MAYOR AND MEMBERS OF THE CITY COUNCIL:

The following items were listed on the agenda in the City Clerk's Office in accordance with Section 3-103(2) of the City Charter and will be ready for your consideration at the regular meeting of the City Council at the Tony Benavides Lansing City Council Chambers, 10th Floor, City Hall.

**Roll Call**

**Meditation And Pledge Of Allegiance**

**Approval Of Printed Council Proceedings**

1. June 10 and June 24, 2024

**Consideration Of Late Items** (Suspension of Council Rule #9 is needed to allow consideration of late items. Late items will be considered as part of the regular portion of the meeting to which they relate.)

**Tabled Items**

**Special Ceremonies And Presentations**

2. Substantial Amendment, FY 2020-2021 Annual Action Plan to include HOME-ARP Allocation Plan (PEND-3723)

**Comments By Council Members And City Clerk**

**Community Event Announcements** (Time, place, purpose, or definition of event – 1 minute limit)

**Speaker Registration For Public Comment On Legislative Matters**

Virtual Participation is available for Public Comment on Legislative Matters. Legislative Matters consist of the following items on the agenda: Public Hearings (other than show cause hearings), Consent Agenda Items, Resolutions, Ordinances for Introduction, and Ordinances for Passage. Sign up by 3 p.m. on Council Meeting days using the following link:

<https://events.gcc.teams.microsoft.com/event/b6fe1413-8004-4725-9071-4b67a24d2ec9@87509dee-095b-4ff8-ba5a-0035cdfc715d>

**Mayor's Comments**

**Show Cause Hearings**

**Public Comment On Legislative Matters** (Legislative matters consist of the following items on the agenda: public hearings, resolutions, ordinances for introduction, and ordinances for passage. The public may comment for up to three minutes. Speakers must sign up on BLUE form.)

### **Scheduled Public Hearings**

3. Repealing and replacing the existing Sign Ordinance in its entirety (PEND-3700)
4. Readopting the Codified Ordinances (PEND-3693)
5. Sale of City Property; David C. Hollister Lansing City Hall Building (PEND-3751)

### **Council Consideration Of Legislative Matters**

#### **Referral Of Public Hearings**

#### **Consent Agenda**

6. Tribute; in recognition of Tri-County Office on Aging 50th Anniversary (PEND-3743)
7. Special Assessment; Snow and Ice Removal Winter 2023-2024 (PEND-3698)
8. Act-3-2024; Vacation of a portion of Eaton Rd. (PEND-3717)
9. Setting a Public Hearing on Substantial Amendment, FY 2020-2021 Annual Action Plan to include HOME-ARP Allocation Plan (PEND-3723)
10. Reappointment; Jon Scott as an At-Large member of the Board of Public Service for a term to expire June 30, 2028 (PEND-3730)
11. Reappointment; Tirstan Walters as an At-Large member of the Park Board for a term to expire June 30, 2028 (PEND-3727)
12. Appointment; Dustin Howard as an At-Large member of the South Martin Luther King Jr Corridor Improvement Authority for a term to expire July 31, 2028 (PEND-3718)
13. Appointment; Dustin Howard as an At-Large member of the Lansing Entertainment Public Facilities Authority Board of Commissioners for a term to expire June 30, 2027 (PEND-3719)
14. Property Tax Poverty Exemption Guidelines (PEND-3733)

#### **Resolutions For Action**

15. Appointment; Tim Daman as a member of the Michigan Avenue Corridor Improvement Authority Board of Directors for a term to expire June 30, 2026 (PEND-3696)
16. Appointment; Charles Paul Calati Jr. as an At-Large member of the Arts and Culture Commission for a term to expire June 30, 2028 (PEND-3728)
17. Appointment; Alyssa Turcsak as an At-Large member of the Arts and Culture Commission for a term to expire June 30, 2028 (PEND-3729)

18. Urging the Board of Regents of the University of Michigan to add a psychiatric facility while also preserving the landmark historic Eastern High School (PEND-3750)

## **Reports From Council Committees**

### **Ordinances For Introduction And Setting Of Public Hearings**

### **Ordinances For Passage**

### **Speaker Registration For Public Comment On City Government Related Matters**

**Reports Of City Officers, Boards, And Commissions; Communications And Petitions; And Other City Related Matters** (Motion that all items be considered as being read in full and that the proper referrals be made by the President)

#### **Item(s) from the City Clerk re:**

19. Minutes of Boards and Commissions placed on file in the Clerk's Office

#### **Item(s) from the Mayor re:**

20. Reappointment; Kimberly Whitfield as the 4th Ward member of the Park Board for a term to expire June 30, 2028 (PEND-3735)
21. Setting a Public Hearing on Lansing Gateway Corridor Improvement Authority, Development & Tax Increment Finance Plan (PEND-3736)
22. Lansing Gateway Corridor Improvement Authority, Development & Tax Increment Finance Plan (PEND-3737)
23. Grant Acceptance; Financial Empowerment Center Grant (PEND-3738)
24. Grant Acceptance; Ingham County Parks and Trails Millage reallocation and contract extensions (PEND-3742)
25. Fees; establish Electric Vehicle Charging Station fees for City-owned stations (PEND-3739)
26. Orders to Make Safe or Demolish to the owners of 1342 N. Walnut St. (PEND-3741)
27. Setting a Show Cause Hearing on Orders to Make Safe or Demolish to the owners of 1342 N. Walnut St. (PEND-3740)
28. Sale of City Property; David C. Hollister Lansing City Hall Building (PEND-3751)
29. Liquor Application; Jollof Afro Caribbean Lounge, Developmental District Class C License, Outdoor, Dance, Extended Hours, Catering, Sunday Sales AM/PM 221 S. Washington Square, Lansing, MI 48933 (PEND-3744)

#### **Communications and Petitions**

### **Motion Of Excused Absence**

### **Remarks By Council Members**

### **Remarks By The Mayor Or Executive Assistant**

**Public Comment On City Government Related Matters** (City government related matters are issues or topics relevant to the operation or governance of the city. The public may comment for up to three minutes. Speakers must sign up on YELLOW form.)

## **Adjournment**

A handwritten signature in black ink that reads "Chris Swope". The signature is written in a cursive, flowing style.

## **CHRIS SWOPE, CITY CLERK**

Persons with disabilities who need an accommodation to fully participate in this meeting should contact the City Clerk's Office at (517) 483-4131 (TTY 711). 24 hour notice may be needed for certain accommodations. An attempt will be made to grant all reasonable accommodation request.



# LANSING CITY COUNCIL MEETING

DATE & TIME: 7/8/2024 7:00 PM

Starting Time 7:09 pm

REGULAR MEETING: X

SPECIAL MEETING:

## ATTENDANCE

| COUNCIL MEMBER | PRESENT                             | ABSENT                              | ARRIVED |
|----------------|-------------------------------------|-------------------------------------|---------|
| BROWN          | <input type="checkbox"/>            | <input checked="" type="checkbox"/> | _____   |
| CARTER         | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | _____   |
| GARZA          | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | _____   |
| HUSSAIN        | <input type="checkbox"/>            | <input checked="" type="checkbox"/> | _____   |
| JACKSON        | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | _____   |
| KOST           | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | _____   |
| PEHLIVANOGLU   | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | _____   |
| SPADAFORE      | <input type="checkbox"/>            | <input checked="" type="checkbox"/> | _____   |

MEDITATION IN MEMORY OF: LINDA GARZELLE grandson in Texas

PLEDGE LED BY: \_\_\_\_\_

Adjournment Time 8:02 pm

**CHRIS SWOPE**  
**LANSING CITY CLERK**

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**Official Proceedings of the City Council  
City of Lansing  
June 10, 2024**

Tony Benavides Lansing City Council Chambers  
Lansing, Michigan

The City Council of the City of Lansing met in regular session and was called to order at 7:00 p.m. by President Garza

PRESENT: Council Members Brown, Carter, Garza, Hussain, Jackson, Kost, Pehlivanoglu, Spadafore

ABSENT: None

A quorum was present.

Council Member Jackson asked people to remember retired Attorney Kenneth Marks, who recently passed away, during the moment of Meditation. The Council observed a moment of Meditation followed by the Pledge of Allegiance led by President Garza.

**Approval of Printed Council Proceedings**

By Vice President Hussain

To approve the printed Council Proceedings of May 6, May 13, and May 20, 2024

Motion Carried

**Special Ceremonies and Presentations**

Tribute; in recognition of Amalia Villarreal

**Resolution #2024-120**

By Council Members Brown, Carter Garza, Hussain, Jackson, Kost, Pehlivanoglu, Spadafore  
Resolved by the City Council of the City of Lansing

WHEREAS, Amalia Villarreal is a senior at J.W. Sexton High School taking online courses which enables her to play soccer for the Michigan Jaguars and Solar Soccer Club as a Forward; and

WHEREAS, Amalia began playing soccer when she was three years old, at age five she earned a purple belt in Taekwondo which taught her self-discipline and determination. Along the way also playing a variety of other sports including gymnastics, flag football, t-ball, basketball, and swimming; and

WHEREAS, at the age of nine, Amalia's love for soccer was greater than all other sports and she began playing for two different local soccer club teams and is ranked as the No. 11 overall prospect in the United States by Top Drawer Soccer and No. 4 on PrepSoccer.com; and

WHEREAS, in May 2024, Amalia was selected to play on the US YWNT U20 soccer team representing the United States in Spain. She also helped the U19 Team USA to a Bronze Medal in the 2023 Pan-American Games as the top scorer with four goals and two assists. Helped win a UWS National Championship after scoring a hat trick in the semifinal match. Amalia earned a United Soccer Coaches All-American honor, earned the CONCACAF U17 Championship with the USYNT in 2022, and participated in the FIFA U17 Women's World Cup; and

WHEREAS, after graduating, Amalia will be attending the University of Texas in the fall on a full soccer athletic scholarship and will study Sports Management; and

WHEREAS, Amalia enjoys spending time with her father and mother, Mario and Gretchen Villarreal, younger sister Martina, and a very large extended family. Amalia is named after her paternal Great-Grandmother.

NOW, THEREFORE, BE IT RESOLVED that the Lansing City Council hereby, wishes to congratulate Amalia Villarreal on her dedication, commitment, and passion. We wish you continued success!

By Council Member Pehlivanoglu

Motion Carried

Council Member Pehlivanoglu recognized Amalia Villarreal who thanked City Council for the tribute.

Tribute; in recognition of the Juneteenth Celebration and Holiday

**Resolution #2024-121**

By Council Members Brown, Carter Garza, Hussain, Jackson, Kost, Pehlivanoglu, Spadafore  
Resolved by the City Council of the City of Lansing

WHEREAS, the oldest African American Holiday was first recognized on June 19, 1865 and is now an official state holiday in 15 states across the country. It was on June 19, 1865, that news of the Emancipation Proclamation, which President Lincoln signed on January 1, 1863, reached the slaves of Texas; and

WHEREAS, learning of their freedom, June 19, 1865, became the true Independence Day for African Americans in the United States. The slaves immediately left the plantations, congregated in the cities, and began celebrating their freedom by praying, feasting, dancing, and singing; and

WHEREAS, this day was named "Juneteenth Day", representing the joys of freedom and new beginnings, commemorating the end of slavery in the United States by celebration of liberty, educating the community about the heritage, and promoting positive cultural interaction; and

WHEREAS, the 31st Annual Lansing Celebration of Juneteenth and the 20th year recognition of "Juneteenth Day" as a State of Michigan holiday will kick off on June 13th at Lansing Community; and

WHEREAS, in honor of the memory of its founder, the late Rev. Dr. Michael C. Murphy, the 2024 Juneteenth African American Parade will take place on Saturday, June 15th at J.W. Sexton High School with this year's Grand Marshals, Ms. Mitzi Allen and Ms. Carmen Y. Moultrie-Turner.

NOW, THEREFORE, BE IT RESOLVED, the Lansing City Council, hereby, recognizes the 31st Annual Lansing Celebration of Juneteenth and the 20th year recognition of the State of Michigan Juneteenth holiday. We extend our appreciation to the Juneteenth Committee for all of their work in continuing the founding theme, "Juneteenth The Truth." We wish you much success!

BE IT FINALLY RESOLVED that the City of Lansing City Council recommends that the Juneteenth flag fly on the Lansing City Hall flagpole during the month of June.

By Council Member Brown

Motion Carried

Council Member Brown recognized Marilyn Rogers who spoke in support of the tribute and introduced the Juneteenth Commissioners.

Tribute; in recognition of the National Women in Ministry and Leadership Conference

**Resolution #2024-122**

By Council Members Brown, Carter Garza, Hussain, Jackson, Kost, Pehlivanoglu, Spadafore  
Resolved by the City Council of the City of Lansing

WHEREAS, The National Women in Ministry and Leadership Conference was first held in 2015, and now brings leaders from throughout the USA to Lansing, Michigan; and

WHEREAS, Bishop Mona Reide leads this annual effort along with Bishop Gwendolyn Weeks, Dr. Sheila Austin, Dr. Rosa Sailes, Tina Darden, Rolania Lee-Usher, Teresa Haley, District Elder Rita Green, District Elder Eunice Jones, Suffragan Bishop Ronald Embry, and Suffragan Bishop Tony Thomas; and

WHEREAS, Bishop Reide has a doctorate from Wayne State University where she specialized in Leadership and Cultural determinants of health behaviors. Previously serving as a faculty member and administrator at Wayne State University, Bowie State and Michigan State University where she retired as the State Leader for Family and Child programs; and

WHEREAS, In 2017, Bishop Reide made history in the oldest Pentecostal organization, the Pentecostal Assemblies of the World Inc. (PAW), as the first female Bishop with a Diocese, becoming the Diocesan Bishop for the 34<sup>th</sup> Episcopal Diocese of the Republic of Sierra Leone West Africa. In 2012, Bishop Reide became the first female Suffragan Bishop in Michigan and first female with an international appointment in Ghana, West Africa. After in 2004 becoming the first female Vice President, and from 2007-2014, serving as the first female President; and

WHEREAS, in addition Bishop Reide is the President of International Humanitarian Services, and founding Pastor of Grace International Outreach Church, where she faithfully serves the local and international residents of Lansing and surrounding communities; and

WHEREAS, Bishop Gwendolyn G Weeks is an author and graduate of Springfield College, Springfield, MA; Rhema Bible Training Center, Tulsa, OK; and Chicago Theological Seminary, Chicago, IL, where she obtained both Master of Divinity and Doctor of Ministry Degrees.

WHEREAS, in 2017, Bishop Weeks was elevated as the second female Diocesan Bishop with a Diocese in the history of the Pentecostal Assemblies of the World Inc. Previously serving as the Bishop of the Eastern Cape, South Africa District of the 64th Episcopal Dioceses of the PAW, now serving as the Diocesan Bishop of the Northeast District, 19<sup>th</sup> Episcopal Diocese of the PAW. In 1994, she became the senior Pastor of the Bethel Tabernacle Pentecostal Church located in Boston, MA; and

WHEREAS, Dr. Sheila Austin is a published author, has a JD degree from Howard University School of Law and a Doctoral degree from Johnson and Wales University. She serves as the Dean of the College of Education, at Auburn University at Montgomery Alabama, one of the highest-ranking positions of any African American; and

WHEREAS, Dr. Austin has twenty years of progressively responsible experience in cultural, social services, educational and governmental program, facility administration and nonprofit management. Additionally, she served for 17 years as an Associate Professor at Johnson and Wales University, and 14 years as the Director of Grants and Technical Assistance for the Miami-Dade Department of Cultural Affairs; and

WHEREAS, Dr. Rosa Sailes is a published author, skilled Theologian, and serves as the Director of the EZRA Project, which provides support for Christian education in the State of Illinois and nationally. Through workshops and training sessions, with the goal of developing, and supporting educated, zealous and religious advocates with Bible knowledge, Christian education and theological dialogue; and

WHEREAS, in 2024, June 13-15, the National Women in Ministry and Leadership Conference is dedicated to celebrating and supporting women in leadership roles. They will feature inspiring speakers, engaging workshops, and networking opportunities to help participants grow and thrive in ministry and in a leadership journey; and

WHEREAS, throughout the conference global leaders will share their expertise in their respective fields of finance, business, theology and leadership in an effort to empower others.

NOW, THEREFORE, BE IT RESOLVED, that the City of Lansing City Council recognizes the National Women in Ministry and Leadership Conference for inspiring and empowering female ministers and leaders globally.

By Council Member Carter and Council Member Brown

Motion Carried

Council Member Carter recognized Bishop Mona Reide who spoke in support of the tribute.

Repealing and replacing the existing Sign Ordinance in its entirety

Zoning Administrator, Susan Stachowiak, shared details on the proposed Ordinance and answered questions.

### **Comments by Council Members and the City Clerk**

Council Member Brown spoke about the Lansing Empowerment Network and the Omaha Empowerment Network.

Vice President Hussain recognized Mike and Erica Lynn, and Paul Anderson for their involvement in Conference Empowerment Network. He also announced the upcoming Churchill Downs Community Association Yearly Picnic.

President Garza recognized Council Member Kost for his assistance on South Cedar Street.

Council Member Jackson spoke about the veto process in Charter.

City Clerk Swope spoke about the U.S. Passport Acceptance event and the upcoming August 6 Election.

(Council Member Brown temporarily left the meeting at 7:56 p.m.)

### **Community Event Announcements**

Nicklas Zande spoke about an upcoming Old Everett Neighborhood Association meeting.

Erica Lynn spoke about the Lansing 360 Gun Violence Prevention meeting.

Mike Lynn spoke about the Annual Fathers Day Peace Picnic.

### **Speaker Registration for Public Comment on Legislative Matters**

City Clerk Swope announced that the public comment registration form(s) for those intending to address Council on legislative matters will be collected and that only those persons who have fully completed the form(s) will be permitted to speak.

### **Mayor's Comments**

Mayor Schor spoke about the Neighborhood Advisory Board, the Annual River Walk and Run event, Concerts in the Park, the art installation at Washington Park, and the need for lifeguards and camp counselors for summer camp. Finally, he wanted to congratulate many Lansing high school graduates.

### **Public Comment on Legislative Matters**

No one from the public spoke during public comment.

### **Consent Agenda**

By Council Member Hussain to approve all remaining items on the Consent Agenda

Motioned Carried

**Resolution #2024-123**

By Council Members Brown, Carter Garza, Hussain, Jackson, Kost, Pehlivanoglu, Spadafore  
Resolved by the City Council of the City of Lansing

WHEREAS, Tracy Katrina Tolbert was born in Albion, Michigan on September 18, 1956 to Claudia C. Tolbert and George Gamble, passed away on May 18, 2024; and

WHEREAS, Tracy graduated from Albion Public Schools in 1974 and continued her thirst for knowledge. Tracy went on to earn three degrees, a Bachelor degree in Business Administration from Michigan State University in 1980, an Associate degree in Speech Communications from Lansing Community College in 1994, and a Master's degree in Organizational Management from Eastern Michigan University in 2004; and

WHEREAS, Tracy dedicated over 40 years of service at the Lansing Board of Water and Light before retiring in 2022; and

WHEREAS, While working at LBWL, Tracy was elected as Secretary and then was the second African American woman to serve as Union President of the IBEW Local Union 352 serving faithfully from 2008-2018; and

WHEREAS, Tracy became interested and proficient in photography and ultimately opened her own business, Tracy K. Tolbert Photography. With her skill and commitment, Tracy was asked to be the in-house photographer for the 6<sup>th</sup> District Local 352 yearly conference. Tracy was very active in the IBEW and was elected as a Trustee for the Electrical Workers Minority Caucus, holding the position until she retired; and

WHEREAS, at an early age Tracy accept Christ and was baptized at Macedonia Missionary Baptist Church. A proud member of Galilee Baptist Church Tracy held positions as usher, choir member, and secretary; and

WHEREAS, Tracy loved to volunteer and took pride in leaving people and places better than she found them. Tracy loved being involved in her community and lived by the saying "You never look down on someone unless you are picking them up"; and

WHEREAS, the love for her community led Tracy to join several organization that include her church's Missionary Board, Alpha Kappa Alpha Delta Tau Omega Chapter, A. Phillip Randolph CIO, Labor Council for Latin American Advancement, Black Social Workers of Michigan, National Association of Parliamentarians, lifetime member of the National Association for the Advancement of Colored People, Lansing Area African American Genealogical Society, Volunteers of America, Y.M.C.A., Mystic Lake Camp Union Board, Retired Senior Volunteer Board (R.S.V.P.), and regularly volunteered at the Advent House Ministries; and

WHEREAS, Tracy took pride in and spoke of being a part of history while traveling to Washington D.C. with her niece to witness both inaugurations of President Barack H. Obama and being interview by the New York Times; and

WHEREAS, Tracy loved to travel and visited Germany, France, Jamaica, Mexico, Canada, Italy, and the Bahamas along with almost all of the continental U.S., often accompanied by her travel buddy/cousin; and

WHEREAS, Tracy enjoyed cooking, taking pride in winning first place for two years in a row in the BWL Chili Cookoff with her mother's recipe. Tracy's commitment to family superseded everything, always making sure to stay in contact and lend a helping hand; and

WHEREAS, Tracy was the oldest of three brothers and one sister. Preceded in death by her mother, father, a brother, grandmother, and great-grandmother. Those to continue to cherish her fondest memories are her two brothers, a sister, four nieces, eight great-nieces and nephews, an aunt, two uncles, a stepbrother, goddaughter, and many special cousins and friends.

NOW THEREFORE BE IT RESOLVED, the Lansing City Council recognizes Tracy Katrina Tolbert as a person devoted to her church, family, friends and community. Lansing City Council extends its condolences and sympathy to Ms. Tolbert's family and friends during this time of sorrow.

Adopted as part of the Consent Agenda

**Resolution #2024-124**

By the Committee of the Whole  
Resolved by the City Council of the City of Lansing

WHEREAS, the City of Lansing has numerous boards and commissions that are either advisory or have decision making authority and are subject to the City of Lansing Ethics Ordinance, Conflict of Interest policies, and hold meetings that may be subject to the Open Meetings Act, 15.261 *et seq*; and

WHEREAS, in Resolution 2020-190 Lansing City Council established a requirement that all members of boards and commissions receive training regarding the ethics ordinance, conflicts of interest, and the Open Meetings Act; and

WHEREAS, Resolution 2020-190 also contained a provision that the Lansing City Council reaffirm the annual training requirement for members of boards and commissions.

NOW, THEREFORE, BE IT RESOLVED that, on an annual basis, every member of a board or commission authorized by city ordinance or the city charter shall obtain training on the ethics ordinance, conflicts of interest, and the Open Meetings Act.

BE IT FINALLY RESOLVED that a new appointee to a board or commission must complete the above training within sixty (60) days of their appointment.



Adopted as part of the Consent Agenda

**Resolution #2024-125**

By the Committee of the Whole  
Resolved by the City Council of the City of Lansing

A RESOLUTION TO CONTINUE MEMBERSHIP IN THE GREATER LANSING REGIONAL COMMITTEE FOR STORMWATER MANAGEMENT AND TO AGREE TO THE TERMS OF THE MEMORANDUM OF AGREEMENT

WHEREAS the United States Environmental Protection Agency (U.S. EPA) and the Michigan Department of Environment, Great Lakes, and Energy (EGLE) have required communities in the Greater Lansing tri-county region to apply for and maintain compliance with a National Pollutant Discharge Elimination System (NPDES) permit, and

WHEREAS, the communities prepared, reviewed, and proposed a Memorandum of Agreement for adoption by all the communities and agencies to formalize and establish the Greater Lansing Regional Committee for Stormwater Management (GLRC), and

WHEREAS, participation in the GLRC advances local efforts for responsible stewardship of our natural resources, allows for the cooperative management of the watersheds in our community and this region, and assists the participating municipalities and their departments in complying with the regulatory requirements promulgated by EGLE and the U.S. EPA Municipal Separate Storm Sewer System (MS4) stormwater discharge permits, and

WHEREAS, the Memorandum of Agreement, which was adopted by these municipalities and agencies originally in 2008, was revised and updated and re-adopted in 2012, 2017, and 2021 and has now been prepared reflecting changes in the participating communities and activities to meet permit requirements and extending the period of the agreement to April 4, 2028.

NOW THEREFORE BE IT RESOLVED, that the City of Lansing approves the Greater Lansing Regional Committee for Stormwater Management Memorandum of Agreement revised by the GLRC on September 11, 2023 and authorizes payment of the appropriate annual assessment for support of the GLRC.

BE IT FURTHER RESOLVED, that the community's representative to the GLRC is the City Engineer or their designee.

Adopted as part of the Consent Agenda

**Resolution #2024-126**

By the Committee on City Operations  
Resolved by the City Council of the City of Lansing

WHEREAS, the Mayor has recommended the appointment of Jena McShane as a Resident member of the Lansing Public Media Authority Board for a term to expire June 30, 2024; and

WHEREAS, the Mayor's office has confirmed with this resolution, that they have vetted the applicant based on the original application and believes that the applicant meets the qualifications as required by the City Charter; and

WHEREAS, the Committee on City Operations met on June 5, 2024, and took affirmative action.

NOW, THEREFORE, BE IT RESOLVED that the Lansing City Council, hereby, confirms the appointment of Jena McShane as a Resident member of the Lansing Public Media Authority Board for a term to expire June 30, 2024.

Adopted as part of the Consent Agenda

**Resolution #2024-127**

By the Committee on City Operations  
Resolved by the City Council of the City of Lansing

WHEREAS, the Mayor has recommended the appointment of Lillian Werbin as a Non-Resident member of the Lansing Public Media Authority Board for a term to expire June 30, 2026; and

WHEREAS, the Mayor's office has confirmed with this resolution, that they have vetted the applicant based on the original application and believes that the applicant meets the qualifications as required by the City Charter; and

WHEREAS, the Committee on City Operations met on June 5, 2024, and took affirmative action.

NOW, THEREFORE, BE IT RESOLVED that the Lansing City Council, hereby, confirms the appointment of Lillian Werber as a Non-Resident member of the Lansing Public Media Authority Board for a term to expire June 30, 2026.

Adopted as part of the Consent Agenda

**Resolution #2024-128**

By the Committee on City Operations  
Resolved by the City Council of the City of Lansing

SNOW AND ICE REMOVAL ASSESSMENT ROLL WINTER 2023-24

WHEREAS, pursuant to Chapter 1020.06, Snow and Ice, adopted by this Council, the City Assessor has completed the assessment roll for removal of snow and/or ice adjacent to certain properties within the City.

WHEREAS, the owners of these properties were given proper notice in accordance with Chapter 1020.06(c)(1) to remove the snow and/or ice from the public sidewalk adjacent to their property.

WHEREAS, the City incurred costs for the removal of snow and/or ice, which it is required to recover in accordance with Chapter 1020.06(c)(2).

WHEREAS, pursuant to Chapter 1020.06, the fees for those costs were adopted by Council.

WHEREAS, those costs incurred between December 1, 2023 and April 30, 2024, by the City total \$4,676.00.

NOW, THEREFORE, BE IT RESOLVED the Lansing City Council will hold a public hearing on Monday, June 24, 2024 at 7:00 PM, in the Council Chambers, to review, prior to confirmation, said assessment roll; and

BE IT FURTHER RESOLVED, that the City Clerk shall give notice of hearings in special assessment proceedings to each owner of, or party in interest in, property to be assessed, whose name appears upon the last local tax assessment records, by first class mail addressed to such owner or party at the address shown on the tax records, at least ten days before the date of such hearing. Said notices shall include the time and place of the hearing; a description of the properties determined by the Director of Public Service to have violated Chapter 1020.06 which are contained in the special assessment roll; where the special assessment roll is on file with the City Clerk and may be examined at the City Clerk's office;

BE IT FURTHER RESOLVED, that any person aggrieved by the assessments as contained in the special assessment roll, or the necessity of the removal of snow and ice, may file a written objection thereto which must be delivered to the City Clerk prior to the close of the hearing, or the person may appear and protest the same at the public hearing in person or by his or her representative; that the appearance and protest or written protest in the manner described is required if the person desires to appeal the amount of the assessment to the Michigan Tax Tribunal;

BE IT FINALLY RESOLVED, that pursuant to the requirement of 1962 PA 162, as amended, a written appeal of the Special Assessment may be made to the Michigan Tax Tribunal, 611 West Ottawa St., P.O. Box 30232, Lansing, MI 48909; if filed within thirty days after confirmation of the special assessment roll and if the Special Assessment was protested at this hearing.

Adopted as part of the Consent Agenda

**Resolution #2024-129**

By the Committee on City Operations  
Resolved by the City Council of the City of Lansing

WHEREAS, The Capitol Collective dba Lansing 5:01 requested \$500 to defray costs for rental/facility event permit and other costs associated with their event, "Dam Jam Music Festival" to be held July 19-20, 2024; and

WHEREAS, the maximum total amount of Community Funding Account to be awarded to an organization in one fiscal year is \$500; and

WHEREAS, the Committee on City Operations met on June 5, 2024, reviewed the request, and approved \$500.

THEREFORE, BE IT RESOLVED that the Lansing City Council, hereby approves an allocation from Community Funding Account to The Capitol Collective dba Lansing 5:01 in the amount of \$500 to defray costs for a rental/facility permit and other costs associated with their event "Dam Jam Music Festival" to be held on July 19-20, 2024.

BE IT FURTHER RESOLVED that the Mayor and the Finance Department shall process this request by charging \$500 to the Council Community Promotion Account – 101.112101.741289.0.

BE IT RESOLVED that The Capitol Collective dba Lansing 5:01 shall submit a written analysis of the event, including information regarding the number of attendees, a detailed account as to contributors, funds received, expended and residual funds to the Lansing City Council within 60 days after the event.

Adopted as part of the Consent Agenda

**Resolutions****Resolution #2024-130**

By the Committee of the Whole  
Resolved by the City Council of the City of Lansing

WHEREAS, the Mayor has made the recommendation for the appointment of Eric Tans as a City of Lansing member of the Capital Area Transportation Authority Board for a term to begin in 2023 and expire in 2026, on specific dates set by the provisions of the Board's Articles of Incorporation and Bylaws; and

WHEREAS, the Mayor's office has confirmed with this resolution, that they have vetted the applicant based on the original application and believes that the applicant meets the qualifications as required by the City Charter; and

WHEREAS, the Committee of the Whole met on June 10, 2024 and took affirmative action.

NOW, THEREFORE, BE IT RESOLVED that the Lansing City Council, hereby, confirms the appointment of Eric Tans as a City of Lansing member of the Capital Area Transportation Authority Board for a term to begin in 2023 and expire in 2026, on specific dates set by the provisions of the Board's Articles of Incorporation and Bylaws.

By Vice President Hussain

Motion Carried

**Resolution #2024-131**

By the Committee on Ways and Means  
Resolved by the City Council of the City of Lansing

WHEREAS, the City of Lansing (the "City") and the City of East Lansing ("East Lansing") established a Local Development and Finance Authority (the "LDFA") in 2005, and renewed the same in 2022 pursuant to Act 57 of 2018 (the "Act"); and

WHEREAS the City and East Lansing entered into an Amendment and Restated Agreement Regarding the Operation of the Local Development Finance Authority of the Cities of Lansing and East Lansing (the "Agreement") in 2022; and

WHEREAS, the Agreement, consistent with the Act, requires that the City and East Lansing both approve the annual budget of the LDFA; and

WHEREAS, the LDFA has preliminarily approved its budget for Fiscal Year Ending 2025 (the "Budget") and submitted it to the City for approval, attached hereto; and

WHEREAS, upon review the Lansing Economic Development Corporation finds that the Budget reflects no capture of City taxes or use of City funds.

NOW, THEREFORE BE IT RESOLVED, that the Lansing City Council hereby approves the adoption of the Budget by the LDFA.

By Vice President Hussain

Motion Carried

**Resolution #2024-132**

By the Committee on City Operations  
Resolved by the City Council of the City of Lansing

WHEREAS, 917 Chittock Street LLC sought to eliminate a special assessment of \$1,435 for trash violation fees, on the property tax bill for 926 Everett Drive, (Tax ID #33-01-01-20-107-161); and

WHEREAS, upon filing a claim to the Committee on City Operations, the Committee met on June 5, 2024, and denied the claim in the amount of \$1,435.

THEREFORE, BE IT RESOLVED, the City Council, hereby denies the claim in the amount of \$1,435 for trash violation fees on the property tax bill for 926 Everett Drive (Tax ID #33-01-01-20-107-161).

BE IT FURTHER RESOLVED, that the City Attorney shall take the appropriate steps to process this claim.

By Council Member Jackson

Motion Carried

(Council Member Brown returned to the meeting at 8:24 p.m.)

(Council Member Jackson temporarily left the meeting at 8:25 p.m.)

**Resolution #2024-133**

By the Committee on Development and Planning  
Resolved by the City Council of the City of Lansing

**RESOLUTION APPROVING APPLICATIONS FOR NEIGHBORHOOD ENTERPRISE ZONE REHABILITATED FACILITY CERTIFICATES FOR SUMMIT STREET DEVELOPMENT COMPANY, LLC LOCATED AT 700 MAY STREET**

WHEREAS, the City of Lansing continues to promote the effort to improve neighborhoods by encouraging the rehabilitation of existing housing, promoting home ownership and facilitating construction of new housing units in the City; and

WHEREAS, Public Act 147, 1992 of the State of Michigan, the Neighborhood Enterprise Zone Act, was enacted to encourage new housing construction and the rehabilitation of existing housing units and structures in older established cities in the State, including the City of Lansing, by allowing communities to grant tax abatement on specific residential properties located within districts which are designated by the community; and

WHEREAS, the City of Lansing is considered a Qualified Local Government Unit as defined in the Obsolete Property Rehabilitation Act (OPRA), 2000 PA



146; and

WHEREAS, the City Council of the City of Lansing established a Neighborhood Enterprise Zone known as Wheel District - No. 25 on February 12, 2024 as required under PA 147 of 1992 after a public hearing held on January 8, 2024; and

WHEREAS, Summit Street Development Company, LLC, has filed applications for Neighborhood Enterprise Zone Rehabilitated Facility Exemptions with the City of Lansing, for a total of 134 units at 700 May Street, Lansing, Michigan (Attachment A); and

WHEREAS, the applicant, Summit Street Development Company, LLC, has been determined by the City of Lansing Treasurer to be not delinquent on any taxes related to the facility, and

NOW THEREFORE BE IT RESOLVED, the City Council of the City of Lansing hereby grants Neighborhood Enterprise Zone Rehabilitated Facility Exemptions for properties located at 700 May Street Lansing, Michigan, within the Prudden Wheel Lofts Condominiums, Ingham County Subdivision Plan #307, and described by the Master Deed as follows:

A parcel of land being a part of Lots 1 through 5 inclusive, Block 2, and vacated May Street, Prine's Subdivision, City of Lansing, Ingham County, Michigan, as recorded in Liber 51 of Deeds, Page 440, and being a part of Lots 10 through 24 inclusive and vacated Superior Street of Lathrop's Addition, City of Lansing, Ingham County, Michigan, as recorded in Liber 3 of Plats, Page 28, Ingham County Records, and East Street, Seymour's Subdivision on Section 10, City of Lansing, Ingham County, Michigan, as recorded in Liber 9 of Plats, Page 6 Ingham County Records, and a part of the Southwest 1/4 of Section 10, T4N, R2W, City of Lansing, Ingham County, Michigan, the surveyed boundary of said parcel described as: Commencing at the Southwest corner of said Section 10; thence N00°31'32"W along the West line of said Section 10 a distance of 390.58 feet (recorded as N00°35'41"W 392.72 feet) to the point of beginning of this description; thence N00°31'32"W continuing along said West line 121.20 feet (recorded as N00°35'41"W 121.12 feet); thence N82°26'00"E 86.98 feet (recorded as 87.60 feet); thence N82°58'07"E 15.01 feet; thence S89°51'56"E 140.63 feet; thence S89°44'56"E 55.83 feet; thence S00°28'26"W along a building wall line 398.36 feet to the North line of Motor Wheel Lofts, Ingham County Condominium Subdivision Plan No. 236; thence along the North and Easterly lines of said Motor Wheel Lofts the following five courses: N89°39'09"W 14.74 feet, S00°20'51"W 3.70 feet, N89°39'09"W 120.70 feet, N00°20'51"E 182.13 feet (recorded as 185.50 feet) and N89°39'09"W 50.84 feet (recorded as 49.20 feet); thence N00°20'51"E 84.23 feet (recorded as 83.00 feet); thence N89°39'09"W 108.50 feet (recorded as 110.65 feet) to the point of beginning; said parcel containing 1.83 acres, more or less; said parcel subject to all easements and restrictions if any.

BE IT FURTHER RESOLVED that the City Council approves the Neighborhood Enterprise Zone Rehabilitated Facility Exemptions for a period of 12 years, beginning December 31, 2025, and ending December 30, 2037, pursuant to the provisions of PA 147 of 1992, as amended.

BE IT FINALLY RESOLVED that the City Clerk shall cause the Applications for Neighborhood Enterprise Zone Rehabilitated Facility Exemptions to be completed, including the "Clerk Certification" and shall file the completed application, together with a certified copy of this resolution with the State Tax Commission.

By Vice President Hussain

Motion Carried

## Reports From Council Committees

### Ordinances for Introduction

#### INTRODUCTION OF ORDINANCE

Vice President Hussain introduced:

An ordinance of the City of Lansing, Michigan, to repeal and replace the existing signs ordinance, being Part 14, Title 4 of the Lansing Codified Ordinances in its entirety, with Part 13, Title 2, regulating the size, location, and character of signs and sign structures on property in Lansing.

The Ordinance was read a first time by its title and referred to the Committee on Development and Planning.

#### **Resolution #2024-134**

By the Committee on Development and Planning  
Resolved by the City Council of the City of Lansing

Resolved by the City Council of the City of Lansing that a public hearing be set for Monday, July 8, 2024, at 7 p.m. in the Tony Benavides Lansing City Council Chambers, Tenth Floor, Lansing City Hall, 124 West Michigan Avenue, Lansing, Michigan, for the purpose of approving and/or opposing the passage of:

An ordinance of the City of Lansing, Michigan, to repeal and replace the existing signs ordinance, being Part 14, Title 4 of the Lansing Codified Ordinances in its entirety, with Part 13, Title 2, regulating the size, location, and character of signs and sign structures on property in Lansing.

By Vice President Hussain

Motion Carried

#### INTRODUCTION OF ORDINANCE

President Garza introduced:

An Ordinance of the City of Lansing, Michigan, Re-Adopting the Codified Ordinances of the City of Lansing.

The Ordinance was read a first time by its title and referred to the Committee of the Whole.

**Resolution #2024-135**

By the Committee of the Whole  
Resolved by the City Council of the City of Lansing

Resolved by the City Council of the City of Lansing that a public hearing be set for Monday, July 8, 2024, at 7 p.m. in the Tony Benavides Lansing City Council Chambers, 124 W. Michigan Avenue, Lansing Michigan, for the purpose of:

Approving or opposing the readoption of the Codified Ordinances of the City of Lansing

By Vice President Hussain

Motion Carried

(Council Member Jackson returned to the meeting at 8:29 p.m.)

**Speaker Registration for Public Comment on City Government Related Matters**

City Clerk Swope announced that the public comment registration form(s) for those intending to address Council on City government matters will be collected and that only those persons who have fully completed the form(s) will be permitted to speak.

**Reports From City Officers, Boards, and Commissions; Communications and Petitions; and Other City Related Matters**

By Vice President Hussain that all items be considered as being read in full and that President Garza make the appropriate referrals

Motion Carried

- Reports from City Officers, Boards and Commissions:

Item(s) from the City Clerk re:

Minutes of Boards and Commissions placed on file in the Clerk's Office  
Placed on File

Notice of Veto of Items Contained in Resolution #2024-118, Fiscal Year 2024/2025 City Budget  
Placed on File

Board of Water and Light Fiscal Year 2025 Budget and Capital Forecast for Fiscal Years 2025-2030  
Referred to the Committee of the Whole and to the Internal Auditor

City Hall Sale and Redevelopment Agreement  
Referred to the Committee of the Whole

Item(s) from the Mayor re:

Setting a Public Hearing on Sale of City Property; City Hall  
Referred to the Committee of the Whole

First Amendment to the Lansing Public Media Authority Articles of Incorporation  
Referred to the Committee of the Whole

Local Development Finance Authority Budget  
Referred to the Committee of the Whole and to the Internal Auditor

Budget Amendment; National Opioid Settlement Funds  
Referred to the Committee of the Whole

Budget Amendment; Fiscal Year 2023-2024 Fourth Quarter  
Referred to the Committee of the Whole

Workers Compensation Settlement; Claim #WC 2062876-01517  
Referred to the Committee on Ways and Means and to the Internal Auditor

Sole Source Purchase; Parks & Recreation Department requests Level Up Retail Services as the vendor for Stabenow Park Fitness Court Installation

Referred to the Committee on Ways and Means and to the Internal Auditor

- Communications and Petitions, and Other City Related Matters:

Communication from William E. Hamilton in objection of Parking Kiosk Pay Stations

Referred to the Committee on City Operations and Placed on File

Notice from the Michigan Liquor Control Commission; Salt Brewing Company, LLC request for New Micro Brewer License; New Small Wine Maker License; New Small Distiller License; New Beer & Wine Tasting Permit; New On-Premises Tasting ROOM; New Sunday Sales Permit (AM/PM); New Catering Permit; New Dance-Entertainment Permit; New Outdoor Service Area at 519 W Ionia St, Lansing, MI 48933 (RID # RQ-2103-01450)

Referred to the Committee on City Operations

Notice from the Michigan Liquor Control Commission; REO Town Clubhouse, LLC request for New Add Bar Permit, For A Total of (2) Bars; New Sunday Sales Permit (AM); New Sunday Sales Permit (PM) For The Class C License – Spirits And Mixed Spirit Drink; New Sunday Sales Permit (PM) For The SDM License – Mixed Spirit Drink; New Outdoor Service Area; New Dance-Entertainment Permit at 1314 S Washington Ave, Lansing, MI 48910 (RID # RQ-2404-04680)

Referred to the Committee on City Operations

Notice from the Michigan Liquor Control Commission; DC SHAH LLC request for Transfer Ownership Escrowed 2024 SDM License with Sunday Sales Permit (AM) and Sunday Sales Permit (PM) from ZAROON LLC to 916 E Cesar E Chavez Ave (RID # RQ-2404-04147)

Referred to the Committee on City Operations

### **Remarks by Council Members**

Vice President Hussain spoke about the Sole Source purchase of Level Up Retail Services.

President Garza recognized Nicklas Zande for reviving the Old Everett Neighborhood Association.

### **Remarks by the Mayor Or Executive Assistant**

Mayor Schor spoke about the upcoming Celebration of Diversity event.

### **Public Comment on City Government Related Matters**

Alex Jones spoke about the roadside memorials.

Loretta Stanaway spoke about various City matters.

Nick Zande spoke about graffiti at CATA bus station.

Jacob Russell spoke about various City matters.

David Ellis spoke about the Martin Luther King Jr. Boulevard redesign.

Daniel Arnold spoke about various City matters.

Luna Brown spoke about LGBTQ+ Pride Month and discrimination faced by members of the LGBTQ+ community.

**Adjourned Time 8:53 P.M.**

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**Chris Swope, City Clerk**



**Official Proceedings of the City Council  
City of Lansing  
June 24, 2024, 2024**

Tony Benavides Lansing City Council Chambers  
Lansing, Michigan

The City Council of the City of Lansing met in regular session and was called to order at 7:48 p.m. by President Garza

PRESENT: Council Members Carter, Garza, Hussain, Jackson, Kost, Pehlivanoglu, Spadafore

ABSENT: Council Member Brown

A quorum was present.

The Council observed a moment of Meditation followed by the Pledge of Allegiance led by President Garza.

### **Special Ceremonies**

Mayoral Proclamation, in recognition of Cameo King

Mayor Schor recognized Cameo King work in the community and declared Saturday, June 29, 2024 as Cameo King Day.

### **Comments by Council Members and the City Clerk**

Vice President Hussain spoke about the Rejuvenating South Lansing meeting and recognized Mike and Erica Lynn for organizing the Father's Day Peace Picnic and Jae West and several employees of the City for the Colonial Village Neighborhood Picnic.

City Clerk Swope spoke about the August primary election.

### **Community Event Announcements**

Loretta Stanaway spoke about the Mount Hope Cemetery volunteer sign-up event.

Jacquese West spoke about the Lansing Southwest Lansing Action Group (SWAG) movie-in-the-park event.

Nicklas Zande spoke about the next Old Everett Neighborhood meeting.

### **Speaker Registration for Public Comment on Legislative Matters**

City Clerk Swope announced that the public comment registration form(s) for those intending to address Council on legislative matters will be collected and that only those persons who have fully completed the form(s) will be permitted to speak.

### **Mayor's Comments**

Mayor Schor recognized participants in the Juneteenth Flag raising event, the Pride Festival, and the Churchill Downs Picnic. He spoke about two grant programs: the Lansing Youth Climate Action fund and the Parks Grant Match Program. He spoke about upcoming Annual Celebration of Diversity event, Neighborhoods Day of Service event, and Concerts-in-the-Park event.

### **Public Comment on Legislative Matters**

Legislative Matters included the following public hearing:

Snow and Ice Removal Assessment Roll Winter 2023-24

Council Member Jackson gave an overview of the public hearing.

Public Comment on Legislative Matters:

Loretta Stanaway spoke about various Legislative Matters.

David Ellis spoke in support of the City Hall Sale.

Nicklas Zande spoke about various Legislative Matters.

**Legislative Matters**

**Referral of Public Hearings**

Snow and Ice Removal Assessment Roll Winter 2023-24  
Referred to the Committee on City Operations

**Consent Agenda**

By Vice President Hussain to approve all items on the Consent Agenda

Motion Carried

**Resolution #2024-136**

By Council Members Brown, Carter Garza, Hussain, Jackson, Kost, Pehlivanoglu, Spadafore  
Resolved by the City Council of the City of Lansing

WHEREAS, Ingham County operates multiple specialty courts designed to address specific issues such as substance abuse, domestic violence, mental health, veterans' issues, and family recovery; and

WHEREAS, the establishment of the Ingham County Specialty Court Coalition will promote increased cooperation, resource sharing, and unified advancements in the functionality of these courts; and

WHEREAS, the Court Coalition will include judges and administrative representatives from Circuit Court, Probate Court and various District Court specialty courts such as Felony Sobriety Court, Domestic Violence Court, Sobriety Courts, Drug Recovery Court, Veterans Treatment Court, Mental Health Courts, Weapons Court, Swift and Sure Sanctions Court, Business Court, Phoenix Court, Truancy Court, and Family Treatment Court; and

WHEREAS, these courts have demonstrated profound impacts on rehabilitation and recidivism, providing substantial benefits to both participants and the community at large; and

WHEREAS, there is a recognized need for enhanced coordination and support amongst these courts to further increase their effectiveness.

NOW, THEREFORE, BE IT RESOLVED that the Lansing City Council hereby, wishes to recognize the creation and establishment of the Ingham County Specialty Court Coalition. We wish you continued success!

Adopted as part of the Consent Agenda

**Resolution #2024-137**

By Councilmember Garza  
Resolved by the City Council of the City of Lansing

WHEREAS, the Second Ward Councilmember Jeremy Garza has recommended the appointment of James DeLine to the Second Ward Member position on the Board of Ethics with a term to expire June 30, 2026; and

WHEREAS, the recommendation has been vetted and meets all Charter Requirements.

NOW, THEREFORE BE IT RESOLVED the Lansing City Council, hereby, appoints James DeLine as the Second Ward Member on the Board of Ethics with a term to expire June 30, 2026.

Adopted as part of the Consent Agenda

**Resolution #2024-138**

By the Committee of the Whole  
Resolved by the City Council of the City of Lansing

WHEREAS, the City of Lansing is named as defendant in a workers' compensation action, WC 2062876-01517-001, involving alleged work related injuries/illnesses;

WHEREAS, it is proposed that the action be resolved by virtue of entering into a settlement agreement, in which, the City of Lansing would agree to pay Plaintiff the sum of FIFTY SEVEN THOUSAND (\$57,000.00) in exchange for a complete redemption and release of the City from any past, present, and future liability regarding any alleged injuries/illnesses whatsoever;

WHEREAS, the proposed settlement is recommended by the Mayor, the Human Resources Department, the City of Lansing's Fund Administrator, and the City Attorney;

NOW, THEREFORE, BE IT RESOLVED that the Lansing City Council hereby approve payment of FIFTY-SEVEN THOUSAND (\$57,000.00) pursuant to said proposed settlement agreement as a full and final settlement of said action.

BE IT FINALLY RESOLVED that the Law Department is authorized to prepare and execute the requisite documents to complete settlement of the aforementioned lawsuit.

Adopted as part of the Consent Agenda

**Resolution #2024-139**

By the Committee of the Whole  
Resolved by the City Council of the City of Lansing

WHEREAS, the Committee of the Whole held a meeting on July 24, 2024, and reviewed the remaining funds available in City Council Accounts; and

WHEREAS, the Committee determined that at the end of the FY 2023/24 there would be residuals in the: Community Promotion Funding Account, Miscellaneous Operating (Security) Account, Cesar Chavez Event Account, and Training Account; and

WHEREAS, community engagement activities can offer mutual connection and opportunities that reduce behaviors resulting in violence; and

WHEREAS, public facilities' safety protocols offer assurances to the public and elected officials in public places; and

WHEREAS, the Committee determined that and recommended that the FY 2023/24 residuals be carried forward to the FY 2024/25.

NOW, THEREFORE, BE IT RESOLVED that the Administration is requested to carry forward FY 2023/24 residuals in the accounts identified as follows:

| <u>Appropriation</u>          | <u>Description</u>                 | <u>Amount</u> |
|-------------------------------|------------------------------------|---------------|
| <b>GENERAL FUND</b>           | Use of Fund Balance                | \$27,769.05   |
| <b>City Council Operating</b> |                                    |               |
|                               | Miscellaneous Operating (Security) | \$25,000.00   |
|                               | Cesar Chavez Event                 | \$ 400.00     |
|                               | Community Funding                  | \$ 2,000.00   |
|                               | Training                           | \$ 369.05     |
|                               |                                    | <hr/>         |
|                               | \$27,769.05                        |               |

Adopted as part of the Consent Agenda

**Resolutions**

**Resolution #2024-140**

By the Committee of the Whole  
Resolved by the City Council of the City of Lansing

WHEREAS, in February of 2024, the City of Lansing applied for the Byrne State Crisis Intervention Program (SCIP) Grant to fund a regional gun violence reduction program; and

WHEREAS, on May 6<sup>th</sup>, 2024, the City of Lansing received notification from the Michigan State Police Department, that the City has received the grant; and

WHEREAS, The City of Lansing was awarded \$400,000.00 in partnership with Michigan Public Health Institute; and

WHEREAS, the funded work must be completed by December 31, 2025; and

WHEREAS, the funds will be used to expand the Advance Peace Initiative by hiring and training staff to educate, conduct outreach and community violence interventions, counseling, and gun violence interruptions; and

WHEREAS, the City of Lansing will partner with the Michigan Public Health Institute; and

WHEREAS, the Administration and the City Council recognize the importance of community violence reduction through education, counseling, and awareness; and

WHEREAS, the Mayor's office is requesting acceptance of the Bryne State Crisis Intervention Program Grant.

NOW, THEREFORE, BE IT RESOLVED, that the Lansing City Council approves acceptance of the Bryne State Crisis Intervention Program Grant for the purpose of reducing future gun violence.

BE IT FINALLY RESOLVED, the Administration is authorized to receive the funds, create the necessary accounts, and make necessary transfers for administration in accordance with the requirements of the grantor.

By Vice President Hussain

Motion Carried

**Resolution #2024-141**

By the Committee of the Whole

Resolved by the City Council of the City of Lansing

WHEREAS, the U.S. Department of Housing and Urban Development (HUD) requires that the City of Lansing submits the Annual Action Plan in order to receive Community Planning and Development fund resources, including Community Development Block Grant (CDBG), HOME Investment Partnership (HOME) and Emergency Solutions Grant (ESG) program funds, for the upcoming fiscal year 2024-2025; and

WHEREAS, the CDBG (\$2,031,586), HOME (\$675,060.31) and ESG (\$181,984) entitlement amount allocated to Lansing for the upcoming fiscal year is \$2,888,630.31; and

WHEREAS, the City of Lansing estimated amounts of program income (PI) and previous year's (PY) annual funding available for CDBG are \$600,000 and HOME \$25,000; and

WHEREAS, the total amount of federal funding allocations, program income and previous year's funding equal \$3,513,630.31; and

WHEREAS, pursuant to program requirements, the city has conducted a citizen participation and open review process which has included meetings and public hearings; and

WHEREAS, the City has further promoted participation, input and review in the process by conducting one advertised public hearing before the Lansing Planning Board on March 5, 2024 regarding housing and community development needs and proposed Annual Action Plan program objectives and projected use of Federal entitlement and formula program funds; and

WHEREAS, the City did also initiate and carry out the required thirty (30) day public comment period on the proposed 2024-25 Annual Action Plan by publishing a notice of the availability of the plan in the Lansing City Pulse on March 13, 2024; and

WHEREAS, a second advertised public hearing will be held before the Lansing City Council on April 15, 2024 to again receive citizen comments and recommendations and to give final review to the Annual Action Plan; and

WHEREAS, Federal regulations require the City to make certain certifications and assurances to HUD as a part of the City's application and Annual Action Plan.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Lansing adopts the Annual Action Plan for the City of Lansing that includes housing and community development goals, objectives, strategies, and budget for the use of community planning and development fund resources for fiscal year 2024-2025 as proposed by the Committee of the Whole.

BE IT FURTHER RESOLVED that the Mayor, as the City's Chief Executive Officer, or his designee is hereby authorized to sign the Annual Action Plan and application for FY 2024-2025, including all understandings, assurances and certifications contained therein, and to submit the grant application to the Department of Housing and Urban Development.

BE IT FINALLY RESOLVED that the Mayor or his designee is authorized, as the official representative of the City of Lansing, to set-up budget line items, provide any and all information, to act in connection with the Annual Action Plan application and to execute all agreements, contracts and legal documents, including the agreement between the City and the Department of Housing and Urban Development, to secure CDBG, HOME and ESG funding and implement the Annual Action Plan programs.

By Vice President Hussain

Motion Carried

**Resolution #2024-142**

By the Committee of the Whole

Resolved by the City Council of the City of Lansing

WHEREAS, at any time during the fiscal year, the City Council may consider appropriations which modify the previously adopted annual appropriation to transfer an unencumbered balance in whole or in part from any account; provide for the expenditure of revenues in excess of those in the budget; or meet a public emergency affecting life, health, property, or the public peace; and,

WHEREAS, the City of Lansing received a distribution of National Opioid Settlement Funds on May 31 for a fiscal year total of \$440,430, which is anticipated to be carried forward into the FY 2025 budget; and,

WHEREAS, the use of settlement funds is restricted with enumerated eligible uses including core abatement strategies, treatment, prevention, and other strategies pursuant to the settlement agreements; and,

WHEREAS, the Human Relations and Community Services department has proposed using opioid funds to host a community health and wellness fair and to fund local programs providing support and treatment to opioid usage; and,

WHEREAS, the Fire Department has proposed using settlement funds to support community risk reduction programs, including public access AED and



community CPR initiatives; and,

WHEREAS, the Police Department has proposed using settlement funds for partnerships with advocacy groups who work to treat and support addiction;

NOW, THEREFORE, BE IT RESOLVED that the following FY 2023/2024 budget amendment is approved; and,

BE IT FINALLY RESOLVED, the Administration is authorized to create appropriate accounts and to make the necessary operating transfers for the expenditure and control of the balance of the appropriations.

| <u>Appropriation</u>   | <u>Description</u> | <u>Amount</u> |
|------------------------|--------------------|---------------|
| Opioid Settlement Fund | Other Revenue      | \$440,430     |

**Total Opioid Settlement Fund Revenue Appropriation     \$440,430**

|                                         |           |           |
|-----------------------------------------|-----------|-----------|
| Human Relations &<br>Community Services | Operating | \$146,810 |
| Fire                                    | Operating | 146,810   |
| Police                                  | Operating | 146,810   |

**Total Opioid Settlement Fund Expenditure Appropriation \$440,430**

By Vice President Hussain

Motion Carried

**Resolution #2024-143**

By the Committee of the Whole

Resolved by the City Council of the City of Lansing

WHEREAS, at any time during the fiscal year, the City Council may consider appropriations which modify the previously adopted annual appropriation to transfer an unencumbered balance in whole or in part from any account; provide for the expenditure of revenues in excess of those in the budget; or meet a public emergency affecting life, health, property, or the public peace; and,

WHEREAS, the outlook for projected general fund revenues is stable with adjustments to Property Taxes recognizing posted tax captures, adjustments to Charges for Services recognizing improved ambulance fee collections, improved State Revenues recognizing the most recent state estimates and YTD collections, conservative adjustments to Income Tax pending final accruals to occur after the fiscal year concludes; and,

WHEREAS, it was recommended by city auditors to recognize the portion of appropriated Major Street projects that have been appropriated but are to be reimbursed by Federal Surface Transportation Program revenues; and,

WHEREAS, a portion of funds raised for the design and operations for a performance arts center were initially written with the City as a recipient requiring their appropriation for expenditure or transfer to the Lansing Public Media Authority;

NOW, THEREFORE, BE IT RESOLVED that the following FY 2023/2024 budget amendment is approved; and,

BE IT FINALLY RESOLVED, the Administration is authorized to create appropriate accounts and to make the necessary operating transfers for the expenditure and control of the balance of the appropriations.

| <u>Appropriation</u> | <u>Description</u>   | <u>Amount</u>     |
|----------------------|----------------------|-------------------|
| General Fund         | Property Taxes       | <b>-\$750,000</b> |
| General Fund         | Charges for Services | 600,000           |
| General Fund         | State Revenues       | 750,000           |
| General Fund         | Income Taxes         | <b>-600,000</b>   |

**Total General Fund Revenue Appropriation     \$0**

| <u>Appropriation</u>      | <u>Description</u> | <u>Amount</u>    |
|---------------------------|--------------------|------------------|
| City Council              | Personnel          | <b>\$-15,000</b> |
| Office of Community Media | Personnel          | <b>-25,000</b>   |
| Finance Operations        | Personnel          | <b>-55,000</b>   |
| City Clerk's Office       | Personnel          | <b>-80,000</b>   |
| Assessing                 | Personnel          | <b>-370,000</b>  |
| City Attorney             | Personnel          | <b>-170,000</b>  |
| Human Resources           | Personnel          | <b>-100,000</b>  |
| Non-Departmental          | Vacancy Factor     | 1,500,000        |
| Courts                    | Personnel          | <b>-280,000</b>  |
| Police                    | Personnel          | <b>-175,000</b>  |
| Fire                      | Personnel          | 1,450,000        |
| Public Service            | Personnel          | <b>-300,000</b>  |

|                                           |           |          |
|-------------------------------------------|-----------|----------|
| Human Relations & Community Services      | Personnel | -245,000 |
| Economic Development & Planning           | Personnel | -75,000  |
| Parks & Recreation                        | Personnel | -745,000 |
| Neighborhoods, Arts, & Citizen Engagement | Personnel | -340,000 |

**Total General Fund Expenditure Appropriation                    \$0**

|                    |                                       |             |
|--------------------|---------------------------------------|-------------|
| Major Streets Fund | Federal Revenues                      | \$1,000,000 |
| Major Streets Fund | Use of/(Contribution to) Fund Balance | -1,000,000  |

**Total Major Streets Fund Revenue Appropriation                    \$0**

|                   |                |          |
|-------------------|----------------|----------|
| Public Media Fund | Other Revenues | \$35,000 |
|-------------------|----------------|----------|

**Total Public Media Fund Revenue Appropriation                    \$35,000**

|                   |                                |          |
|-------------------|--------------------------------|----------|
| Public Media Fund | Lansing Public Media Authority | \$35,000 |
|-------------------|--------------------------------|----------|

**Total Public Media Fund Expenditure Appropriation                    \$35,000**

By Vice President Hussain

Motion Carried

**Resolution #2024-144**

By the Committee of the Whole  
Resolved by the City Council of the City of Lansing

WHEREAS, a certain real estate purchase agreement relating to the Lansing, Michigan City Hall Administrative Building between the City of Lansing and the Beitler Real Estate Services LLC has been submitted for the approval of this Council, having been on file with the City Clerk since June 3, 2024; and

WHEREAS, a public hearing is required on the above.

NOW, THEREFORE, BE IT RESOLVED that a public hearing be set for Monday, July 8, 2024, at 7 p.m. in City Council Chambers, Tenth Floor, Lansing City Hall, 124 West Michigan Avenue, Lansing, Michigan, for the purpose of approving and/or opposing the above items.

BE IT FURTHER RESOLVED that the Lansing City Clerk is hereby directed to provide notice of this public hearing, as is required by City Charter.

By Vice President Hussain

Motion Carried

**Resolution #2024-145**

By the Committee of the Whole  
Resolved by the City Council of the City of Lansing

**RESOLUTION AMENDING THE ARTICLES OF INCORPORATION OF  
THE LANSING PUBLIC MEDIA AUTHORITY**

WHEREAS, the City Council (The "Council") of the City of Lansing, Counties of Ingham and Eaton, State of Michigan (The "City") has previously incorporated the Lansing Public Media Authority (the "Authority") pursuant to the provisions of Act 31, Public Acts of Michigan, 1948 (First Extra Session), as amended ("Act 31") and has adopted Articles of Incorporation of the Authority; and

WHEREAS, the Articles of Incorporation contain a scrivener's error that creates an inconsistency regarding the number of members for the Authority, specifically that there are eight members of the Authority but only seven are enumerated by qualification and selection.

NOW, THEREFORE, BE IT RESOLVED THAT:

1. Article V. Section 1 of the Articles of Incorporation of the Authority is hereby amended to read in its entirety as shown in the attached First Amendment to the Articles of Incorporation.
2. The First Amendment to the Articles of Incorporation of the Lansing Public Media Authority is hereby approved and adopted. The Mayor and City Clerk of the City are hereby authorized and requested to execute the First Amendment to the Articles of Incorporation of the Lansing Public Media Authority for and on behalf of the City.
3. The City Clerk shall cause a copy of the First Amendment to the Articles of Incorporation of the Lansing Public Media Authority to be published once in the *Lansing State Journal* or the *Lansing City Pulse*, being a newspapers circulated within the City as provided by Act

31, such publication to be accompanied by a notice that valid amendment of the Articles of Incorporation of the Lansing Public Media Authority shall be conclusively presumed unless questioned in a court of competent jurisdiction as proved in Act 31.

4. The City Clerk shall file a certified copy of the executed First Amendment to the Articles of Incorporation of the Authority with the county Clerk of the County of Ingham, the county Clerk of the County of Eaton, and the Secretary of State of the State of Michigan, together with a certificate stating the date and newspaper of publication of the First Amendment to the Articles of Incorporation. The City Clerk is hereby authorized and directed to file the originally executed First Amendment to the Articles of Incorporation with the recording secretary of the Authority, and to take such steps as are necessary under the provisions of the state law to perfect the amendment of said articles.
5. All other resolutions and parts of resolutions insofar as they conflict with the provisions of this resolution be and the same hereby are rescinded.

By Vice President Hussain

Motion Carried

### **Speaker Registration for Public Comment on City Government Related Matters**

City Clerk Swope announced that the public comment registration form(s) for those intending to address Council on City government matters will be collected and that only those persons who have fully completed the form(s) will be permitted to speak.

### **Reports From City Officers, Boards, and Commissions; Communications and Petitions; and Other City Related Matters**

By Vice President Hussain that all items be considered as being read in full and that President Garza make the appropriate referrals

Motion Carried

- Reports from City Officers, Boards and Commissions:

Item(s) from the City Clerk re:

Minutes of Boards and Commissions placed on file in the Clerk's Office  
Placed on File

Item(s) from the Mayor re:

Act-3-2024; Vacation of a portion of Eaton Rd.  
Referred to the Committee on Development and Planning

Property Tax Poverty Exemption Guidelines  
Referred to the Committee on Ways and Means

Setting a Public Hearing on Substantial Amendment, FY 2020-2021 Annual Action Plan to include HOME-ARP Allocation Plan  
Referred to the Committee on Development and Planning

Substantial Amendment; FY 2020-2021 Annual Action Plan to include HOME-ARP Allocation Plan  
Referred to the Committee on Development and Planning

Appointment; Dustin Howard as an At-Large member of the South Martin Luther King Jr Corridor Improvement Authority for a term to expire July 31, 2028  
Referred to the Committee on Development and Planning

Appointment; Dustin Howard as an At-Large member of the Lansing Entertainment Public Facilities Authority Board of Commissioners for a term to expire June 30, 2027  
Referred to the Committee on Development and Planning

Reappointment; DeYeya Jones as an At-Large member of the Board of Police Commissioners for a term to expire June 30, 2028  
Referred to the Committee on Public Safety

Appointment; Terrence L. Frazier as the 1<sup>st</sup> Ward member of the Diversity, Equity, and Inclusion Advisory Board for a term to expire June 30, 2025  
Referred to the Committee on Equity Diversity and Inclusion

Reappointment; Tirstan Walters as an At-Large member of the Park Board for a term to expire June 30, 2028  
Referred to the Committee on City Operations

Appointment; Charles Paul Calati Jr. as an At-Large member of the Arts and Culture Commission for a term to expire June 30, 2028  
Referred to the Committee on City Operations

Appointment; Alyssa Turcsak as a At-Large member of the Arts and Culture Commission for a term to expire June 30, 2029  
Referred to the Committee on City Operations

Reappointment; Jon Scott as an At-Large member of the Board of Public Service for a term to expire June 30, 2028  
Referred to the Committee on City Operations

- Communications and Petitions, and Other City Related Matters:

Notice from the Michigan Liquor Control Commission; Mahi 4405, Inc. request for transfer all stock interest by dropping Kulwinder Singh as stockholder: And as a result, new stockholder Kamlesh Kaur will hold 1,000 shares of stock at 4405 S. Martin Luther King Jr. Blvd., Ste. D & E, Lansing, Mi 48910 (RID # RQ-24405-06449)  
Referred to the Committee on City Operations

**Motion of Excused Absence**

By Vice President Hussain to excuse Council Member Brown from tonight's proceedings.

Motion Carried

**Public Comment on City Government Related Matters**

Claire West thanked folks for their support for the Churchill Downs Neighborhood Summer Picnic.

Jacquese West thanked folks for their support for the Churchill Downs Neighborhood Summer Picnic.

Jody Washington spoke about the drug use crisis.

Loretta Stanaway spoke about the retirement of Police Chief.

David Ellis spoke about housing development.

Willie Hobbs spoke about various City matters.

Luna Brown spoke about various City matters.

**Adjourned Time 8:39 P.M.**

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**Chris Swope, City Clerk**

**Resolution #2024-149**

By the Committee on Development and Planning  
Resolved by the City Council of the City of Lansing

Resolved by the City Council of the City of Lansing that a public hearing be set for July 22, 2024, 7 p.m. in City Council Chambers, Tenth Floor, Lansing City Hall, 124 West Michigan Avenue, Lansing, Michigan, for the purpose of receiving comments on the proposed substantial amendment to the Annual Action Plan for FY 2021 (July 1, 2021 to June 30, 2022).

**Jackson, Brian**

---

**From:** Boak, Sherrie  
**Sent:** Monday, July 8, 2024 12:54 PM  
**To:** Clerk, City  
**Subject:** FW: [EXTERNAL] Eastern High School

*Sherrie Boak  
City of Lansing  
City Council Legislative Office Manager  
124 W Michigan Avenue, 10<sup>th</sup> Floor  
517-483-7683  
[www.lansingmi.gov](http://www.lansingmi.gov)*

---

**From:** Patrick Turcotte <turcot10@gmail.com>  
**Sent:** Monday, July 8, 2024 12:53 PM  
**To:** City Council <City.Council@lansingmi.gov>  
**Subject:** [EXTERNAL] Eastern High School

Hello,

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Sincerely,  
Patrick Turcotte  
1st Ward resident

**Jackson, Brian**

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**Sent:** Wednesday, July 3, 2024 11:23 AM  
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City Council Legislative Office Manager  
124 W Michigan Avenue, 10<sup>th</sup> Floor  
517-483-7683  
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**From:** Pete Pettis <pettiseg5@gmail.com>  
**Sent:** Wednesday, July 3, 2024 11:23 AM  
**To:** City Council <City.Council@lansingmi.gov>  
**Subject:** [EXTERNAL] Eastern

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Thank you!

Elwne G Pettis  
Eastern Quaker 1982 alumni



**Jackson, Brian**

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**From:** Boak, Sherrie  
**Sent:** Monday, July 8, 2024 3:23 PM  
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**Subject:** FW: [EXTERNAL] Preserve, Lansing Eastern High School

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City of Lansing  
City Council Legislative Office Manager  
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**From:** Terry McCaskey <mccaskeytl@gmail.com>  
**Sent:** Monday, July 8, 2024 3:14 PM  
**To:** City Council <City.Council@lansingmi.gov>  
**Subject:** [EXTERNAL] Preserve, Lansing Eastern High School

Greetings

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A mental health facility is over due in in our area, we are thankful to U of M for wanting to do this for us. They do have the ability to readjust or relocate this health center. We are looking for a compromise.

My grandmother graduated from Eastern in 1933. My siblings. Myself, and my children are Alumni. Lansing can not let another historic building be demolished.

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We need your support to make this happen.

Ms Terry McCaskey

**Jackson, Brian**

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**Sent:** Wednesday, July 3, 2024 8:31 AM  
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City Council Legislative Office Manager  
124 W Michigan Avenue, 10<sup>th</sup> Floor  
517-483-7683  
[www.lansingmi.gov](http://www.lansingmi.gov)*

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**Sent:** Wednesday, July 3, 2024 8:29 AM  
**To:** City Council <City.Council@lansingmi.gov>  
**Subject:** [EXTERNAL] Support for resolution to preserve Eastern High School Building

City Council:

I enthusiastically support the resolution to preserve the classic, historic Eastern High School Building. It is an architectural gem and a major piece of Lansing history.

Bobbi Jones Sabine  
Eastern Alumnus, Class of 1971

**Jackson, Brian**

---

**From:** Boak, Sherrie  
**Sent:** Tuesday, July 2, 2024 7:54 PM  
**To:** Clerk, City  
**Subject:** Fwd: Resolution to Save Eastern High School

Have a nice day.

Sherrie Boak  
City of Lansing  
City Council Office Manager  
517-483-7683

---

**From:** Kim Cantu <kimmiec56@outlook.com>  
**Sent:** Tuesday, July 2, 2024 6:30:22 PM  
**To:** City Council <City.Council@lansingmi.gov>  
**Subject:** [EXTERNAL] Resolution to Save Eastern High School

I am asking that the city council support the resolution to save Eastern High. This building still has life left in it....hopefully you will support the resolution asking UofM to not demolish our historic building.

Thank you.

Sent from my T-Mobile 5G Device  
Get [Outlook for Android](#)

**Jackson, Brian**

---

**From:** Boak, Sherrie  
**Sent:** Tuesday, July 2, 2024 4:28 PM  
**To:** Clerk, City  
**Subject:** FW: [EXTERNAL] historic eastern high school resolution

*Sherrie Boak  
City of Lansing  
City Council Legislative Office Manager  
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**From:** Don Dean <dondean517@gmail.com>  
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**To:** City Council <City.Council@lansingmi.gov>  
**Subject:** [EXTERNAL] historic eastern high school resolution

I would like to offer my support for Ryan cost resolution on preserving historic eastern high school.

Thank you,  
Don Dean

**Jackson, Brian**

---

**From:** Boak, Sherrie  
**Sent:** Friday, July 5, 2024 9:47 AM  
**To:** Clerk, City  
**Subject:** Fwd: [EXTERNAL] UM/Sparrow Hospital Lansing

Have a nice day.

Sherrie Boak  
City of Lansing  
City Council Office Manager  
517-483-7683

---

**From:** Kimberlee Manor <kimberlee.manor@hey.com>  
**Sent:** Friday, July 5, 2024 6:40:23 AM  
**To:** City Council <City.Council@lansingmi.gov>  
**Subject:** [EXTERNAL] UM/Sparrow Hospital Lansing

I am in support of a new Mental Health Facility, at Pennsylvania and Jerome St in Lansing, but ask that you please consider a compromise of preserving as much of the historic architecture of Lansing Eastern High School in this effort.

Thank you,

Kimberlee ( Clark) Manor  
LEHS Alum (1978)

**Jackson, Brian**

---

**From:** elainedifi  
**Sent:** Friday, July 5, 2024 2:20 PM  
**To:** City Council; Cc.; Jackson, Brian T.; Jeremy Garza; Spadafore, Peter; Kost, Ryan; Brown, Jeffrey; Pehlivanoglu, Trini; Carter, Tamera; Hussain, Adam; Lansing Mayor; Clerk, City; Randy Dykhuis; Perer.Spadafore@lansingmi.gov  
**Subject:** [EXTERNAL] LBWL's budget and capital expenditures presentation at the July 8 COW

As a resident of Lansing and customer of the Lansing Board of Water and Light, i respectfully request that someone on the City Council obtain answers to the following questions. I will be attending the COW meeting in hopes of hearing LBWL's answers to some or all of these questions.

**Most importantly:**

**FY 2025 – FY 2030 Clean Energy Spending Plan**

1. Why are there no renewable energy or storage costs forecast for FY 2028? Or are there no clean energy plans for that year?
2. Why are 2029 and 2030 omitted from the chart entirely which contradicts the title of the table? -- Or aren't there any plans for renewable energy or storage after 2027?

**As time permits:**

**Operating Budget - Income Statement by Utility**

1. Can renewable energy be broken out as a separate amount for all the electric figures??

**Revenue**

1. What's included in "Other"? 26,355,484. >16% of the total

**Expenses**

1. What's included in "Other"? 135,010,717. >1/3 of the total

**Non Operating Income/Expense**

1. What's included in "Other"? 9,267,364

**Proposed Rates**

1. Why do electric and water rates need to be increased?
2. How much were electric & water increased for FY2024 and FY2023
3. Why is the % more than inflation?
4. What's the basis for such a large increase for electric & for water?

**OPERATING BUDGT & FORCAST**

1. How is "loss on disposal of assets" calculated?
2. What is the "Environmental Projects" amount spent on?

Sincerely,

Elaine Dierwa Fischhoff  
2536 Windbreak, Lansing 48910  
517-449-9713  
[ElaineDiFi@gmail.com](mailto:ElaineDiFi@gmail.com)

Lansing resident Ward 2, LBWL customer

I am not speaking for or on behalf of but wish to state that I am a Board member of the LWVLA as well as CAFE (Capital Area Friends of the Environment and member of the Mayor's Advisory Commission on Sustainability



①

You will not be called to speak unless all required blanks on this form are completed.



## Public Comment on Legislative Matters Registration

*The City of Lansing welcomes and encourages public comment relating to City Legislative Matters. In order to facilitate public input, you **MUST** complete this card and submit it to the City Clerk or City Clerk Staff prior the close of registration as announced by the City Clerk.*

*Legislative matters consist of the following items on the agenda: **public hearings, resolutions, ordinances for introduction, and ordinances for passage.** The public may comment for up to three minutes\*.*

Agenda Item Number(s) or Description(s) 5

Name (print) Loretta Ganaway E-Mail (optional) \_\_\_\_\_

Address (street, city, zip) 5460 Carmichael Ave

Company or organization represented, etc. (if applicable) \_\_\_\_\_

Signature L. Ganaway Pronouns \_\_\_\_\_

- Public speakers will be called by the City Clerk. When the City Clerk recognizes you, please proceed to the speaker's podium and speak directly and clearly into the microphone. Do not touch the microphone.
- Direct your comments to the Council President.
- No speaker called upon to speak shall by speech or conduct disturb, disrupt, delay, interfere with, or otherwise impede the orderly conduct of the Council meeting.
- No personal attacks or defamatory remarks towards any person will be permitted.
- Questions raised during public comment may or may not be answered by the President, another Council Member, the Mayor, or member of the City Staff during the meeting.
- Time limit to address the council on legislative matters is **3 Minutes\***.
- Spokespersons for a group or shared viewpoint are encouraged; however, a speaker's time limit may not be increased through assignment of someone else's time or opportunity to speak.
- No registrations will be accepted after the deadline as announced by the City Clerk.
- If you wish to submit written materials, please provide them to the City Clerk or City Clerk staff along with this form.
- The City Council conducts its open meetings in an orderly manner in accordance with the Open Meetings Act. Council meetings will not be conducted as interactive forums or "town meetings."

Thank you for your involvement and interest in our City,  
Chris Swope, Lansing City Clerk, MiPMC / MMC

\* *The Presiding Officer may reduce the amount of time for each speaker if he or she determines that the number of registered speakers is so numerous that the meeting cannot be timely concluded without a reduction in the time allocated for each speaker.*

Persons with disabilities who need an accommodation to fully participate in this meeting should contact the City Clerk's Office at (517) 483-4131 (TDD (517) 483-4479). 24 hour notice may be needed for certain accommodations. An attempt will be made to grant all reasonable accommodation requests.



2

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Agenda Item Number(s) or Description(s) #18. Eastern

Name (print) Nicklas Zank E-Mail (optional) nizank@lansingmi.gov

Address (street, city, zip) 411 W Willow Ave, Lansing MI 48906

Company or organization represented, etc. (if applicable) OEANA

Signature Nicklas Zank Pronouns he/him/his

- Public speakers will be called by the City Clerk. When the City Clerk recognizes you, please proceed to the speaker's podium and speak directly and clearly into the microphone. Do not touch the microphone.
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**Jackson, Brian**

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**Subject:** FW: [EXTERNAL] Eastern High School

*Sherrie Boak*  
*City of Lansing*  
*City Council Legislative Office Manager*  
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1st Ward resident

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Eastern Quaker 1982 alumni

**Jackson, Brian**

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City Council Legislative Office Manager  
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Ms Terry McCaskey

**Jackson, Brian**

---

**From:** Boak, Sherrie  
**Sent:** Wednesday, July 3, 2024 8:31 AM  
**To:** Clerk, City  
**Subject:** FW: [EXTERNAL] Support for resolution to preserve Eastern High School Building

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City Council Legislative Office Manager  
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Eastern Alumnus, Class of 1971

**Jackson, Brian**

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**To:** Clerk, City  
**Subject:** Fwd: Resolution to Save Eastern High School

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City of Lansing  
City Council Office Manager  
517-483-7683

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**Jackson, Brian**

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City of Lansing  
City Council Office Manager  
517-483-7683

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**To:** City Council <City.Council@lansingmi.gov>  
**Subject:** [EXTERNAL] UM/Sparrow Hospital Lansing

I am in support of a new Mental Health Facility, at Pennsylvania and Jerome St in Lansing, but ask that you please consider a compromise of preserving as much of the historic architecture of Lansing Eastern High School in this effort.

Thank you,

Kimberlee ( Clark) Manor  
LEHS Alum (1978)



**Jackson, Brian**

---

**From:** elainedifi  
**Sent:** Friday, July 5, 2024 2:20 PM  
**To:** City Council; Cc: Jackson, Brian T.; Jeremy Garza; Spadafore, Peter; Kost, Ryan; Brown, Jeffrey; Pehlivanoglu, Trini; Carter, Tamera; Hussain, Adam; Lansing Mayor; Clerk, City; Randy Dykhuis; Perer.Spadafore@lansingmi.gov  
**Subject:** [EXTERNAL] LBWL's budget and capital expenditures presentation at the July 8 COW

As a resident of Lansing and customer of the Lansing Board of Water and Light, i respectfully request that someone on the City Council obtain answers to the following questions. I will be attending the COW meeting in hopes of hearing LBWL's answers to some or all of these questions.

**Most importantly:**

**FY 2025 – FY 2030 Clean Energy Spending Plan**

1. Why are there no renewable energy or storage costs forecast for FY 2028? Or are there no clean energy plans for that year?
2. Why are 2029 and 2030 omitted from the chart entirely which contradicts the title of the table? -- Or aren't there any plans for renewable energy or storage after 2027?

**As time permits:**

**Operating Budget - Income Statement by Utility**

1. Can renewable energy be broken out as a separate amount for all the electric figures??

**Revenue**

1. What's included in "Other"? 26,355,484. >16% of the total

**Expenses**

1. What's included in "Other"? 135,010,717. >1/3 of the total

**Non Operating Income/Expense**

1. What's included in "Other"? 9,267,364

**Proposed Rates**

1. Why do electric and water rates need to be increased?
2. How much were electric & water increased for FY2024 and FY2023
3. Why is the % more than inflation?
4. What's the basis for such a large increase for electric & for water?

**OPERATING BUDGT & FORCAST**

1. How is "loss on disposal of assets "calculated?
2. What is the "Environmental Projects" amount spent on?

Sincerely,

Elaine Dierwa Fischhoff  
2536 Windbreak, Lansing 48910  
517-449-9713  
[ElaineDiFi@gmail.com](mailto:ElaineDiFi@gmail.com)

Lansing resident Ward 2, LBWL customer

I am not speaking for or on behalf of but wish to state that I am a Board member of the LWVLA as well as CAFE (Capital Area Friends of the Environment and member of the Mayor's Advisory Commission on Sustainability

**CITY OF LANSING  
NOTICE OF PUBLIC HEARING**

The Lansing City Council will hold a public hearing on Monday, July 8, 2024, at 7:00 p.m. in the Council Chambers, 10<sup>th</sup> Floor, Lansing City Hall, 124 W. Michigan Avenue, Lansing, Michigan. The hearing is in consideration of:

An ordinance of the City of Lansing, Michigan, to repeal and replace the existing signs ordinance, being Part 14, Title 4 of the Lansing Codified Ordinances in its entirety, with Part 13, Title 2, regulating the size, location, and character of signs and sign structures on property in Lansing.

Persons with disabilities who need an accommodation to fully participate in these meetings should contact the City Council Office at 517-483-4177 (TDD (517) 483-4479) 24-hour notice may be needed for certain accommodations. An attempt will be made to grant all reasonable accommodation requests.

For more information, please call 517-483-4177. If you are interested in this matter, please attend the public hearing, or send a representative. Written comments will be accepted between 8 a.m. and 5 p.m. on City business days if received before 5 p.m., on the day of the Public Hearing at the City Clerk's Office, Ninth Floor, City Hall, 124 West Michigan Ave., Lansing, MI 48933 or email [city.clerk@lansingmi.gov](mailto:city.clerk@lansingmi.gov).

**Chris Swope, Lansing City Clerk, MMC/MiPMC**  
**[www.lansingmi.gov/Clerk](http://www.lansingmi.gov/Clerk)**  
**[www.facebook.com/LansingClerkSwope](https://www.facebook.com/LansingClerkSwope)**

Department of Economic  
Development and Planning  
Rawley Van Fossen, Director



**Planning & Zoning Office**  
316 N. Capitol Avenue, Suite D-1  
Lansing, Michigan 48933  
p: 517.483.4066  
[www.lansingmi.gov/planning](http://www.lansingmi.gov/planning)

## MEMORANDUM

**TO:** City of Lansing City Council

**FROM:** Economic Development and Planning Department

**DATE:** May 14, 2024

**SUBJECT:** Draft Sign Ordinance

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Dear Honorable Council Member,

The Economic Development and Planning Department's Planning and Zoning Office has been working diligently on a complete replacement of the existing Sign Ordinance, Chapter 1442. This chapter was adopted in 1990 and has had just a handful of revisions in the years since. The existing regulations reference the defunct zoning districts that were replaced by the Form-Based Zoning Code. Case law related to sign content has also changed in the last few years. Because those references needed to be revised, this was an opportune time to comprehensively review and update the entire chapter.

Please see the attached short two-page 'user guide' that lists the proposed chapter sections and briefly highlights important information within each. Also attached is the complete draft ordinance for your review.

Planning and Zoning Office staff are available to meet with you individually or during Council committee meetings to discuss the proposed draft and address any concerns.

Please feel free to contact us at any time,

Rawley Van Fossen, Director  
[Rawley.VanFossen@lansingmi.gov](mailto:Rawley.VanFossen@lansingmi.gov)

The existing Sign Ordinance (Chapter 1442) was adopted in 1990 with minor revisions since then. Its length can make it difficult to understand, but ultimately the ordinance still uses the former zoning districts to determine regulations. Since implementation of the Form-Based Zoning Code, this chapter has been difficult to administer. It needs to reflect the current districts and be comprehensively updated. This User Guide is intended to explain the proposed Sign Ordinance chapter.

#### THE BASICS: What is in the proposed ordinance?

**The Sign Ordinance** is intended to provide adequate identification of businesses and organizations, as well as protect the health, safety, and welfare of the City while strictly controlling and eliminating visual clutter and distractions.

Staff and OCA recommend moving the Signs chapter from the 'Building and Housing Code' to be a standalone ordinance.

**What is Regulated?** Chapter 1310 will cover the following sections:

- 1310.01 Intent and Substitution
- 1310.02 Applicability
- 1310.03 Definitions
- 1310.04 Licensing, Permits, and Fees
- 1310.05 Illumination
- 1310.06 Maintenance
- 1310.07 Enforcement
- 1310.08 General Sign Provisions
- 1310.09 Exemption from Permitting
- 1310.10 Prohibited Signs
- 1310.11 Temporary Signs
- 1310.12 Wall Signs
- 1310.13 Freestanding Signs
- 1310.14 Window Signs
- 1310.15 Awning/Canopy Signs and Vehicle Service Station Canopy Signs
- 1310.16 Projecting Signs
- 1310.17 Neighborhood Entranceway Signs
- 1310.18 Variances and Appeals

#### What is in the proposed chapter?

##### **1310.04 Licensing, Permits, and Fees:**

Contractors installing signs must be licensed and obtain building permit (and electrical when necessary) applications.

Permits will still be reviewed by the Zoning Administrator for compliance and then inspected by the Building Safety Office. The Commercial Corridor

Specialist will continue to be in the field inspecting for non-compliance, damaged signs, and other issues.

Permitting and Licensing fees are set by Council.

##### **1310.06 Maintenance and 1310.07**

##### **Enforcement:**

The Sign Ordinance establishes the condition in which signs must be maintained and the process by which the Economic Development and Planning Department will cite business and property owners that are in violation of the chapter or who have abandoned a sign.

Signs will be considered abandoned if they remain six months after the premises was vacated.

Sign structures will be considered abandoned 12 months after the business to which it served has ceased active operation on the premises.

##### **1310.08 General Sign Provisions**

Section covers standard considerations like signs for Federal, State, and Local governmental departments; sign location; electronic (LED) signs, sign area measurements; vertical clearance; and preservation of landscaping.

##### **1310.09 Exempt from Permitting**

The following do not require a permit to be erected but must follow all other provisions of the ordinance: signs less than 10 square feet in size, building address sign, public sign erected by a government body, construction/work zone signs, portable sidewalk signs, or suspended signs.

Temporary signs of 1310.11 will not require permits but are required to follow all other provisions.

##### **1310.10 Prohibited Signs**

The following shall be prohibited as signs: abandoned signs and sign structures, animated signs, balloons and inflatables, roof signs, signs in the rights-of-way, and

other inappropriate attention-grabbing signs that could endanger pedestrians or drivers.

### **1310.12 Wall Signs**

In general, wall signs keep the allowed maximum sign area from the old ordinance but references to the former zoning districts are removed.

A proposed provision would allow for an identification sign on each of the four walls at the uppermost story on buildings six (6) stories or taller. These signs may not be illuminated.

Wall signs may not be illuminated when facing a Single- or Two-Family residential use.

New provisions were drafted for multi-tenant buildings recognizing the construction of mixed-use developments.

### **1310.13 Freestanding Signs**

Formerly titled 'Ground Pole signs', freestanding signs include pole and monument signs – any sign that is separate from a building face. This was another section that was specific to the former zoning districts and had to be updated.

The proposed section has condensed former provisions and removed the old setback and 'height to allowable area' charts to be easier to understand.

The proposed section has lower setback, height, and area maximums than the former ordinance section.

New freestanding signs, especially ground pole signs, may be limited in the City because of the site layout (building setback) requirements of the zoning districts in the Form-Based Zoning Code. Many non-conforming pole signs may be removed through site redevelopment.

### **1310.14 Window Signs**

Existing window sign provisions are maintained to respect Council's action in 2017. Window signs shall not exceed 20% of the window area.

Under other provisions in the Form-Based Zoning Code windows are not allowed to be covered or blocked (except for sun-screening) unless undergoing construction or ordered so by LFD/BSO.

### **1310.15 Awning/Canopy Signs and Vehicle Service Station Canopy Signs**

Canopy signs were formerly regulated as wall signs section which limited administration. However, the sign area still counts toward the allowable number and square footage of wall signage permitted in 1310.12.

Additional provisions were added to prohibit electronic message centers (EMC), limit signs to only the first story, and to manage vehicle service station (gas stations) canopies.

### **1310.16 Projecting Signs**

Formerly, projecting signs were only allowed if a ground pole sign was not. Because ground pole signs can clutter commercial corridors this proposed section was overhauled to govern a projecting sign's quantity, location, surface area, projecting distance, and vertical clearance.

### **1310.17 Neighborhood Entranceway Signs**

Neighborhood Entranceway Signs shall continue to be enforced in the same ways as before – requiring an active neighborhood association as recognized by the Neighborhoods, Arts, and Citizen Engagement Department, and approved by the Public Service Department.

Signs are limited to identifying the neighborhood only and shall not advertise anything.

### **1310.18 Variances and Appeals**

Variances will continue to be heard and decided by the Board of Zoning Appeals, while any structural elements covered by the building or electrical permits will be heard and decided by the Building Board of Appeals.

#### **Where can you get more help?**

Planning Office: [lansingmi.gov/planning](https://lansingmi.gov/planning) 517-483-4066

[Susan.Stachowiak@lansingmi.gov](mailto:Susan.Stachowiak@lansingmi.gov), Zoning Administrator

[Andrew.Fedewa@lansingmi.gov](mailto:Andrew.Fedewa@lansingmi.gov), Principal Planner

[Zachary.Driver@lansingmi.gov](mailto:Zachary.Driver@lansingmi.gov), Commercial Corridor Specialist

**An ordinance of the City of Lansing, Michigan, to repeal and replace the existing signs ordinance, being Part 14, Title 4 of the Lansing Codified Ordinances in its entirety, with Part 13, Title 2, regulating the size, location, and character of signs and sign structures on property in Lansing.**

THE CITY OF LANSING ORDAINS:

Section 1. That Part 14, Title 4 of the Lansing Codified Ordinances, is hereby repealed in its entirety

Section 2. That in its place, **Part 13, Title 2** of the Codified Ordinances of the City of Lansing, Michigan, be and is hereby enacted to read as follows:

**PART 13, TITLE 2**

**CHAPTER 1310 SIGNS**

**1310.01 INTENT AND SUBSTITUTION**

**(a) This chapter is intended to:**

- (1) Provide guidance on sign display in limiting the allowable number, size, and placement of signs to protect the public health, safety, and welfare of the City of Lansing.**
- (2) Eliminate visual clutter and distractions to protect and improve traffic and pedestrian safety.**
- (3) Protect and enhance the community's aesthetic quality and the character and appearance of the City of Lansing.**
- (4) Provide standards for the maintenance and repair of signs and establish procedures for enforcing the provisions of this Chapter.**

**1310.02 APPLICABILITY**

This chapter shall apply to all persons, businesses, and associations owning, occupying, or having control/management of any premises located within the city limits of the City of Lansing.

All new, reconstructed, altered, or relocated signs within the city limits shall comply with the provisions of this Chapter. Any sign already erected as of the effective date of this chapter which is rendered nonconforming by the provisions of this chapter or subsequent amendments hereto, shall be subject to the restrictions and regulations contained herein.

**1310.03 DEFINITIONS**

**ABANDONED SIGN.** A sign advertising a business, activity or product which remains on the premises for more than six (6) consecutive months after the business, activity, or product to which it is related to ceased active operation on the premises.

**ABANDONED SIGN STRUCTURE.** A structure which supported a sign and remains on the premises for more than twelve (12) consecutive months after it ceased to support a lawful sign for a business, activity, or product that has ceased active operation on the premises.

**ANIMATED SIGN.** A sign or display that uses movement or the appearance of movement using patterns of lights, changes in color or light intensity, computerized special effects, video displays, or through any other method.

**AREA.** The entire area of a sign within the limits of writing or pictorial representation together with any frame, other material, or color forming an integral part of the display, but excluding the necessary supports or uprights on which such sign is attached. The area shall be determined by measuring from the outside edge of the frame, material, or color forming the sign. If the sign has no backing, but a wall or canopy is used as the background, a square or rectangle shall be formed



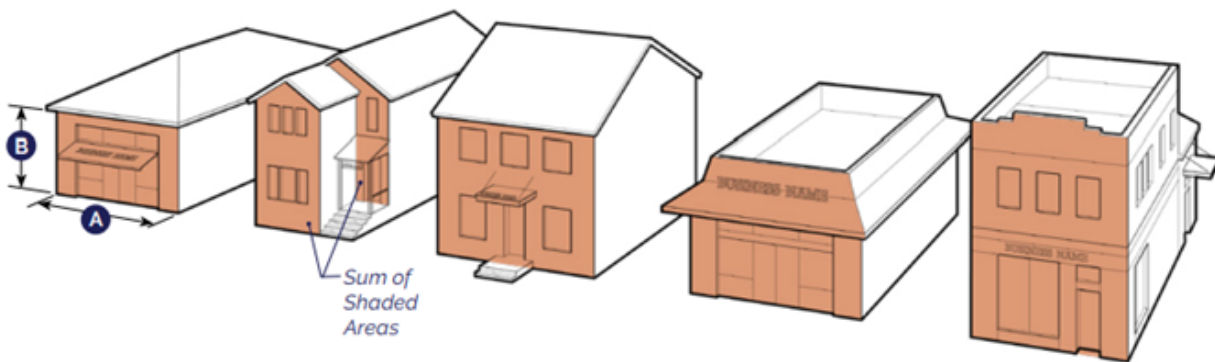
around the text or symbols, and those dimensions will be used to compute the area. When a sign has two (2) or more faces, the area of all faces shall be used in determining the total area of the sign.

**BANNER SIGN.** A temporary sign, as further defined herein, made of cloth, paper, fabric, or other flexible materials, either with or without a supporting framework.

**BUILDING FAÇADE.** All exterior sides of a building.

**BUILDING FRONTAGE.** The front of a building facing a right-of-way. In the case of a corner lot, or in the case of a building covering an entire block a building may have more than one frontage. In the case of a multi-tenant building, the frontage of a building or side containing the main entrance directly to that area of the building that the business occupies. For a parcel with more than one (1) line abutting a right-of-way, the building frontage that is used to calculate the allowable wall signage is the one which is intended to be the front wall of the building either by entranceway or another architectural feature. Where this distinction cannot be made, the smaller of the facades facing a right-of-way shall be used to calculate the allowable wall sign area.

[FIGURE 1]



**ELECTRONIC MESSAGE CENTER.** A sign capable of displaying words, symbols, figures, or images that can be electronically changed by remote or automatic means.

**FREESTANDING SIGN.** A self-supported sign on the ground by a base, foundation, pole, or brace, not attached to a building and intended to be permanently displayed on the property.

**HEIGHT, CLEARANCE.** For signs attached to a building or a support structure, the vertical distance measured from the lowest point of the natural grade directly below the sign to the lowest edge of the sign.

[FIGURE 2]



**HEIGHT, SIGN.** The vertical distance measured from the natural grade directly below the sign to the highest point of the sign or sign structure to which it is attached.

**ILLUMINATED SIGN.** A sign or part thereof that incorporates fluorescent, neon, LED, or any other form of lighting, or one which is illuminated by an external source such as ground lights that shine directly on the sign.

**INSTITUTIONAL LAND USE.** Government buildings, schools, churches, hospitals, community centers, public parks, and recreational facilities, or any other public or quasi-public use permitted in the zoning district in which the institution is located.

**LEGALLY NONCONFORMING SIGN.** A sign which does not comply with one (1) or more of the requirements of this Chapter but was lawfully erected prior to its effective date.

**LOCAL STREET.** A street not designated as an arterial corridor, activity corridor, suburban corridor, prime connector, or neighborhood connector on the Form-Based Zoning Code Street Typology Map.

**MULTI-TENANT SIGN.** A sign that provides advertising for two (2) or more establishments that are completely separated from each other within a building, a series of buildings on the same parcel of land, or businesses on adjoining parcels of land that function as a single development with shared access and/or parking.

**NEIGHBORHOOD ENTRANCEWAY SIGN.** A sign located on property owned or controlled by the City that identifies the name of a subdivision, condominium development, or neighborhood organization recognized as being active by the City of Lansing Department of Neighborhoods, Arts, and Citizen Engagement.

**PROJECTING SIGN.** A sign, other than a wall sign, as defined in this Chapter, affixed to an exterior building wall with the exposed faces perpendicular to the plane of the wall.

**PUBLIC SIGN.** A sign, whether temporary or permanent, erected in the public interest by or upon orders from the City of Lansing, Ingham County, State of Michigan, federal government or any agency thereof having appropriate jurisdiction, Public signs include traffic control signs, signs of historical interest, and signs that communicate messages to the public involving safety matters or emergency situations, which signs may or may not be erected in the public right-of-way.

**SIDEWALK SIGN.** A portable ‘A-frame’ (Λ) or ‘inverted-T’ sign (⊥) comprised of two (2) separate panels or faces located on a public sidewalk.

**SETBACK.** The distance between a property line and the nearest edge of the sign.

**SIGN.** A device, fixture, placard, or structure that uses any color, form, graphic, illumination, symbol or writing to advertise, announce or identify the purpose of a person or entity, or to communicate information to the public.

**SIGN STRUCTURE.** Includes, but is not limited to a pole, base, or frame intended to be used for the support or display of a sign, regardless of whether the sign itself has been removed.

**SUSPENDED SIGN.** A sign that is suspended, hung, or connected to the underside of an awning, canopy, or horizontal building surface, and intended to be viewed by pedestrians on a non-public sidewalk at close range.

[FIGURE 3]



**TEMPORARY SIGN.** A sign, banner, inflatable, or other advertising device, with or without a structural frame, intended for a limited period of display.

**TRAFFIC CONTROL SIGN.** A sign used solely to direct traffic by identifying building and parking lot entrances/exits, service areas and traffic flow throughout the site.

**UNSAFE OR DANGEROUS SIGN.** Any sign or sign component, which becomes damaged, insecure, or in danger of falling.

**UNLAWFUL SIGN.** Any sign that was not lawfully erected or maintained whether prior to or since the adoption of this Chapter.

**VACANT PARCEL.** Any parcel or lot of record on which no building or structure exists thereon or is not legally occupied.

**VEHICLE SIGN.** A sign affixed to a parked vehicle or truck trailer which is located on a property primarily for display, rather than for transportation purposes.

[FIGURE 4]



**WALL SIGN.** A sign attached parallel to and extending not more than twenty-four (24) inches from the wall of a building. Painted signs, signs which consist of individual letters, cabinet signs, and signs mounted on the face of a mansard roof, shall be considered wall signs.

**WINDOW SIGN.** A sign located on a window or behind a window which is intended to be viewed from the outside. A window sign does not include blinds, shades or screens, or solid color backgrounds that may cover the window and do not display a sign as defined in this Chapter.

#### **1310.04 LICENSING, PERMITS, AND FEES**

- (a) **License Required.** No person shall engage in the business of, or perform the work of, installing, erecting, maintaining, repairing, or altering any sign without first obtaining a license therefor from the City Clerk. All such licenses shall automatically expire on April 30

1 of each year unless renewed. All applications for sign permits must be submitted by a duly  
2 licensed sign erector. Said license holder shall perform all work stipulated on the sign permit.

3 (b) **Insurance Requirements for Licensees.** All licensees engaged in the installation, alteration,  
4 maintenance, repair, or erection of signs shall file with the City Clerk proof of a general  
5 liability insurance policy and enforcement which insures the licensee and the City against  
6 any liability imposed upon the licensee and/or the City arising out of the work performance  
7 for the signs. Such insurance shall provide for the payment to any person injured, or to  
8 another by reason of the death of any one person, to the extent of \$100,000.00, and for the  
9 payment of \$300,000.00 for injuries to or the death of more than one person, and for property  
10 damage in the amount of \$100,000.00.

11 (c) **Permit Required.** Unless specifically exempt under this Chapter, no person shall erect,  
12 construct, relocate, or cause to be erected, constructed, relocated, or significantly altered,  
13 any sign, without first obtaining a sign permit with information required by the Building  
14 Safety Office. A separate, additional electrical permit is required for new electrical service  
15 or any changes to existing electrical service regardless of the size or exemption status of the  
16 sign. All signs exempted from permit shall be reviewed by the zoning administrator for  
17 compliance with this Chapter.

18 (d) **Permit Application.** Each sign permit application shall require the applicant to provide the  
19 following information:

20 (1) The name, current address, and current telephone number of the applicant.

21 (2) The legal description or the permanent parcel number, and the address, of the parcel  
22 on which the activity is to occur.

23 (3) The location of the proposed sign relative to the property lines of the parcel.

1           **(4) All points of ingress and egress on the subject parcel and on adjacent parcels if there**  
2           **are adjacent parcels within 60 feet of the proposed sign location or alteration, and the**  
3           **location of parking spaces, if any.**

4           **(5) A sign plan which includes the following information: location of sign on parcel, sign**  
5           **dimensions, sign message dimensions, height, width of building, parcel zoning district,**  
6           **and a sign sketch.**

7           **(6) Construction design information.**

8           **(7) Any other information which, in the determination of the Department, may be**  
9           **necessary to adequately review the proposal.**

10           **Sign permit applications, along with the appropriate nonrefundable fee, shall be**  
11           **submitted to the Building Safety Office on forms made available by the City. Upon receipt**  
12           **of a sign permit application, the Building Safety Office shall forward the application to**  
13           **the Planning Division for review and approval prior to the issuance of a sign permit. If it**  
14           **is discovered that the sign permit application contains any false information, the Building**  
15           **Safety Office may revoke the permit or deny the permit application, whichever is**  
16           **appropriate.**

17           **(e) Exceptions. No permits are required for the following signs or changes thereto:**

18           **(1) Signs that are less than ten (10) square feet in area.**

19           **(2) Exempt Signs listed in Section 1310.09 and Temporary Signs permitted by Section**  
20           **1310.11.**

21           **(3) The changing of removable parts of an approved sign that is designed for such**  
22           **changes, or the repainting or reposting of display matter.**

- 1           **(4) The replacement of a sign face within an existing sign cabinet if it does not involve the**  
2           **replacement of any structural component of the sign.**

3           **These exceptions do not relieve the sign owner or the owner of the property upon which the**  
4           **sign is located from compliance with all other requirements of this Chapter regarding size,**  
5           **placement, erection, maintenance, removal, and disposal.**

- 6           **(f) Appeal Procedure. An appeal of any decision by the Zoning Administrator shall be made as**  
7           **follows:**

- 8                   **(1) Appeals pertaining to the structural features or abandonment of a sign shall be made**  
9                   **to the Building Board of Appeals.**

- 10                   **(2) Square footage of sign area, setback requirements, message unit limitations and other**  
11                   **dimensional requirements shall be made to the City Board of Zoning Appeals.**

- 12                   **(3) All appeals shall be made within 30 days from the date of receipt of the decision, by**  
13                   **the Zoning Administrator, that is being appealed.**

14           **An appeal fee shall be paid at the time of the filing of the appeal. The appeal application shall**  
15           **specify the particular grounds upon which the appeal is based and shall be signed by a party**  
16           **aggrieved, or his or her authorized representative. If a variance is sought, the appeal shall**  
17           **specify the requirements from which the variance is sought, and the nature and extent of**  
18           **such variance.**

- 19           **(g) Inspection of Work Covered by Permit. A person conducting or performing work covered**  
20           **by a permit required by this chapter shall notify the Building Safety Officer or their designee**  
21           **when such work has commenced, in accordance with the inspection schedule established by**  
22           **the Building Safety Office. Unless otherwise indicated, no person shall conceal any portion**  
23           **of such work until it has been inspected and approved by the Building Safety Officer or their**



1        designee. When required, a certificate of inspection will be issued. No electrical or  
2        illuminated sign shall be permanently operated before it has been inspected in accordance  
3        with the City Electrical Code.

4        (h) **Suspension or Revocation of Licenses and Permits.** The Director shall give notice, in writing,  
5        to the holder of a license or permit issued under this chapter of the reasons for any proposed  
6        suspension or revocation of such license or permit, which notice shall be served upon such  
7        holder at least five days before the time set for the hearing before the Building Board of  
8        Appeals. At the hearing, the licensee or permittee may appear, in person, or be represented  
9        by counsel, and may contest such suspension or revocation. For good cause shown at such  
10       hearing, the Building Board of Appeals may suspend or revoke any such license or permit.

11       (i) **Fees.** Permit, licensing, and appeal fees shall be established by resolution of the City Council  
12       and are nonrefundable.

### 13    **1310.05        SIGN ILLUMINATION**

14       (a) An electrical permit is required for new electrical service or any changes to existing electrical  
15       service regardless of the size or exemption status of the sign.

16       (b) The intensity of all lights used for the illumination of a sign shall be maintained at a level,  
17       and directed, positioned, or shielded to prevent:

18                (1) Glare onto adjacent properties;

19                (2) Interfering or impairing the vision of motorists or bicyclists traveling on a public right  
20                of way; and

21                (3) Competition for attention with other signs in the area.

### 22    **1310.06        MAINTENANCE**

**(a) All signs, including those for which a permit is not required, shall be maintained in a safe and working condition. Signs with peeling paint, excessive rust, broken sign faces, bent cabinets or supports, or any other structural or operational defect, including burned out light bulbs or tubes, shall be in violation of this Chapter.**

**1310.07 ENFORCEMENT**

**The Zoning Administrator, Building Official, or any of their designees are authorized to enforce this Chapter.**

**(a) Right of Entry. Whenever it is necessary to make an inspection to enforce any of the provisions of this chapter, or whenever an authorized enforcing officer of the City has reasonable cause to believe that there exists on any building or upon any premises any condition or violation of this chapter which makes such building or premises unsafe, dangerous or hazardous, the authorized enforcing officer may enter such premises at all reasonable times to inspect the same or to perform any duty imposed upon the authorized enforcing officer by this chapter, provided that if such premises is occupied, the authorized enforcing officer shall first present proper credentials and request entry. If such premises is unoccupied, the authorized enforcing officer shall first make a reasonable effort to locate the owner or other persons having charge or control of the premises and request entry. If such entry is refused, the authorized enforcing officer shall have recourse to every remedy provided by law to secure entry.**

**(b) Unsafe, Dangerous, Unlawful, Abandoned Signs. Unsafe, dangerous, unlawful, or Abandoned signs, as determined by the authorized enforcing officer, shall be immediately removed, or shall be made safe or lawful whichever is appropriate in accordance with all the provisions of this chapter, and laws of the State of Michigan. The authorized enforcing officer shall notify the property owner and/or other known responsible parties in writing of**

1        such condition and shall direct them to remove the sign in question or make immediate  
2        corrections, whichever is appropriate. Should the property owner and/or other known  
3        responsible parties fail to comply with such notice, the authorized enforcing officer shall take  
4        all action necessary to remove the sign or correct the unlawful or unsafe condition, including  
5        Court ordered enforcement. If ordered by a court, any cost incurred by the City in removing  
6        or making the sign safe shall be a lien against the real property on which the sign is located,  
7        and shall be reported to the City Assessor, who shall bill the property owner and/or other  
8        known responsible party and assess the cost against the property until paid. Any property  
9        owner and/or other known responsible party aggrieved by the determination of the  
10       authorized enforcing officer, may appeal the determination as provided in Section 1310.04(f).

11       (c) **Legally Nonconforming Signs, Sign Structures.** Legally Nonconforming Signs or Sign  
12       Structures shall be immediately removed by the property owner and/or other responsible  
13       parties, consistent with standards for loss of legal nonconformity of [Chapter 1270](#). The  
14       authorized enforcing officer shall notify the property owner and/or other known responsible  
15       parties in writing of such condition and shall direct them to remove the sign or sign structure  
16       in question. Should the property owner and/or other known responsible parties fail to  
17       comply with such notice, the authorized enforcing officer shall take all action necessary to  
18       remove the nonconformity, including pursuing Court ordered enforcement. If ordered by a  
19       court, any cost incurred by the City in removing the sign or sign structure shall be a lien  
20       against the real property on which the sign or sign structure was located, and shall be  
21       reported to the City Assessor, who shall bill the property owner and/or other known  
22       responsible party and assess the cost against the property until paid. Any property owner  
23       and/or other known responsible party aggrieved by the determination of the authorized  
24       enforcing officer, may appeal the determination as provided in Section 1310.04(f).

(d) **Right-of-Way Signs.** Except as otherwise provided in [Chapter 1022](#), signs illegally placed in the public right-of-way may be removed and disposed of by the City, without notice to the owner of the property adjoining the right-of-way or the owner of the sign. The City may also issue a civil fine to the owner of the illegally placed sign(s).

#### **1310.08 GENERAL SIGN PROVISIONS**

(a) **Signs are permitted as an accessory use to a primary use. When the building on the premises containing the primary use is removed, all signs and sign structures located on the premises shall also be removed prior to finalization of the demolition permit.**

(b) **Buildings in the DT-3 “Downtown Core” zoning district that are used for a public purpose and are owned or entirely occupied by the United States Federal Government, State of Michigan, or the City of Lansing and any of its agencies, departments or instrumentalities are exempt from the dimensional requirements of this chapter. The Director of the Department of Economic Development and Planning shall have sole authority to approve or deny signs for these agencies after reviewing the proposed signs' compatibility with the surrounding area and the intent expressed in this chapter.**

(c) **Location.**

(1) **Setbacks required by this Ordinance shall be measured from the property line adjoining a public right-of-way to the nearest edge of the sign.**

(2) **No freestanding sign shall be placed closer to any side or rear property line than five (5) feet.**

(3) **No sign, other than those installed by agencies of government or those authorized to be installed by such agencies with appropriate jurisdiction may be erected, or placed on public property, including rights-of-way.**

1           **(4) No sign may be installed in a location that obstructs the clear vision areas required**  
2           **by Section 1250.03.03 of the Zoning Ordinance or interferes in any way with the free**  
3           **use of any public right-of-way, public or private sidewalk, intersection, ingress or**  
4           **egress point, transit stop, parking space, drive aisle, driveway, building entrance, fire**  
5           **escape, or accessibility ramp.**

6           **(5) A plot plan depicting the clear vision area shall be provided with the sign permit**  
7           **application for a freestanding sign.**

8           **(d) Electronic Message Center (EMC).**

9           **(1) All Electronic Message Center signs shall have automatic dimming controls, either by**  
10           **photocell or via software settings, in order to bring EMC lighting level at night into**  
11           **compliance with this chapter.**

12           **(2) EMC signs located within two hundred (200) feet of a residentially zoned property or**  
13           **property being used for residential purposes, shall not be illuminated between the**  
14           **hours of 11:00 pm and 7:00 am.**

15           **(3) To preserve open vistas, protect the historic integrity of, and enhance the visual**  
16           **cityscape of Downtown Lansing and the Michigan State Capitol Building, EMC signs**  
17           **in the DT-3 district shall be limited to 20 square feet in sign area.**

18           **(4) No sign message shall blink, scroll, flash, or be animated.**

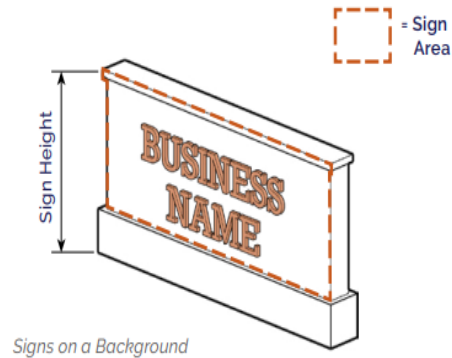
19           **(5) All messages shall remain static while being displayed but may instantly change once**  
20           **every eight (8) seconds or longer.**

21           **(6) Any EMC sign that is malfunctioning shall be turned off until such time that it is**  
22           **functioning properly.**

23           **(e) Sign Area Measurements.**

- (1) The entire area of the framework and background of the sign is calculated as sign area, including any material or color forming the sign face or background used to differentiate the sign from the structure against which it is placed.

[FIGURE 5]



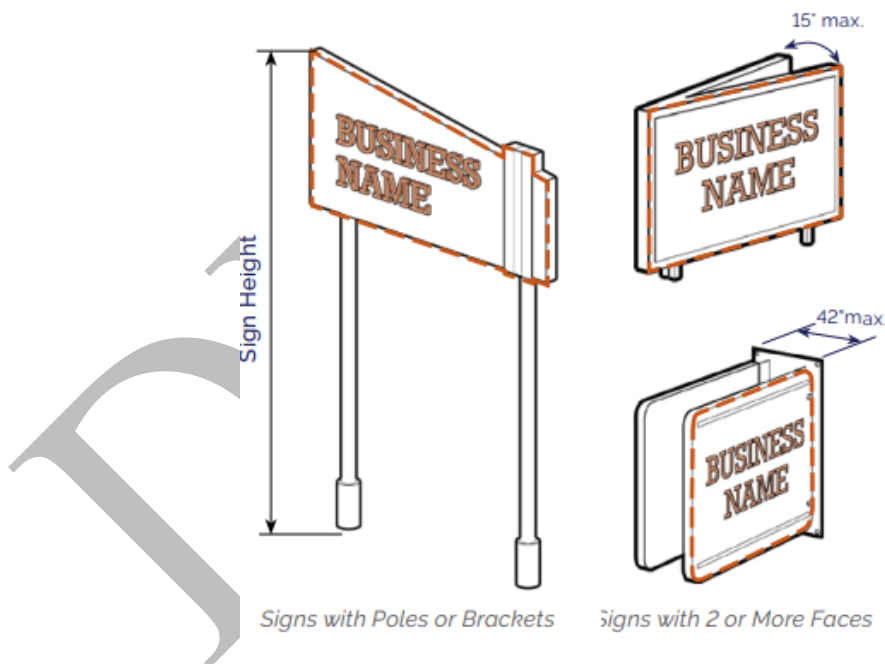
- (2) The sign area for a sign mounted on a building wall, awning, fence, or landscape wall is the area of a rectangle that encompasses each word or graphic element. Sign area does not include any supporting framework or bracing, unless it is part of the message or graphic element.

[FIGURE 6]



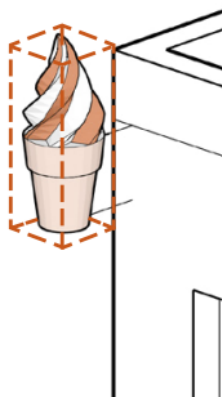
- (3) For signs that include a pole, pole cover, or bracket, the portion of the structure that is not an integral part of the display area shall not be included in the overall calculation of sign area provided no pole or pole cover exceeds two (2) feet in width.
- (4) If a sign has two (2) or more faces, the area of all faces is included in determining the area of the sign. However, if two (2) sign faces are placed back-to-back, or at an angle no greater than fifteen (15) degrees from one another so that both faces cannot be viewed from any point at the same time, the sign surface area shall be computed by the measurement of one (1) of the sign faces. In addition, sign faces that are part of the same sign structure shall not be more than forty-two (42) inches apart.

[FIGURE 7]



- (5) The sign area of Three-Dimensional, Free-Form, or Sculptural (nonplanar) signs is calculated as fifty (50) percent of the sum of the area of the four (4) vertical sides of the smallest cube that will encompass the sign.

[FIGURE 8]



- (f) **Preservation of Required Landscaping.** No tree or shrub that was installed as part of an approved site or landscape plan for the property upon which it is planted, or which is otherwise required to comply with the requirements of the Zoning Ordinance, may be removed or trimmed to the extent that it may not survive, in order to accommodate a sign. Upon request, the Zoning Administrator may approve the relocation or replacement of plant materials, if it can be done in a manner that satisfies the requirements and the intent of the Zoning Ordinance regarding landscaping, screening, and buffering.

#### 1310.09 EXEMPTION FROM PERMITTING

The following signs do not require a sign permit, but are subject to the applicable requirements of this chapter:

- (a) **Address Number Sign.** A sign that identifies the address of a property, structure, or establishment, provided it does not exceed four (4) square feet in area for buildings containing four (4) residential units or fewer and no other uses or sixteen (16) square feet in area for a building containing five (5) or more residential units or any non-residential uses.
- (b) **Public sign.** Public signs as defined by this Chapter and notices erected, authorized, or mandated by any governmental law, statute, ordinance, or signs that conform to the U.S.



1        **Department of Transportation, Federal Highway Administration's Manual on Uniform**  
2        **Traffic Control Devices and is installed for the purpose of directing or instructing traffic.**

3        **(c) Construction/Work Zone Signs. Signs designating construction/work zones, signs warning**  
4        **people to keep out of certain areas due to hazardous conditions, and signs identifying the**  
5        **future development of the site for which the construction fence is erected may be affixed to**  
6        **the fence, subject to the following conditions:**

7                **(1) Shall not be in the public right-of-way unless the project involves permitted work in**  
8                **the public right-of-way or unless the sign is affixed to an authorized temporary fence**  
9                **or barricade around the construction/work zone area in the public right-of-way.**

10               **(2) Must be removed within five (5) calendar days upon completion of the project.**

11               **(3) Signs are allowed on each frontage of the construction/work zone.**

12               **(4) Shall not extend beyond the top or the ends of the support structure to which it is**  
13               **attached.**

14        **(d) Sidewalk Sign. A two-sided, portable sign, placed directly outside of the establishment to**  
15        **which it relates, are allowed subject to the following conditions:**

16               **(1) A maximum of one (1) sidewalk sign is allowed per establishment per street frontage.**

17               **(2) Sign shall not exceed six (6) square feet in sign surface area per side and three (3) feet**  
18               **in height.**

19               **(3) Sign may be placed outside on the premises or public sidewalk during the business**  
20               **hours of the establishment to which it relates only and shall be stored indoors at all**  
21               **other times.**

(4) Sign shall not interfere with ingress and egress to a building, parking lot or street; shall always maintain a minimum of five (5) feet of unobstructed sidewalk clearance; and shall not interfere with visibility at the intersection of any street or driveway.

(5) Sign shall not be illuminated, contain any electronic components, or have attached to it any balloons, streamers, banners, or other such materials.

(6) Sign may not be placed outdoors when high winds, heavy rain, or heavy snow conditions are present and may not interfere with any snow removal operations.

(e) Suspended Signs. One (1) suspended sign up to six (6) square feet in area is permitted for each ground floor establishment. A minimum vertical clearance of at least eight (8) feet from the lowest edge of the sign to the finished grade directly below is required.

(f) Flags that are not intended to solely draw attention to the site or any business/operation occurring thereon, shall be permitted on flag poles that are anchored into the ground, are at least twenty (20) feet but no taller than thirty-five (35) feet in height and not located in a public right-of-way.

#### **1310.10 PROHIBITED SIGNS**

The following signs and any other signs not specifically permitted by this Chapter are prohibited:

(a) Signs which are:

(1) Abandoned signs, sign structures, or parts thereof.

(2) Animated signs using or indicating movement using lights or moving parts.

(3) Balloons, inflatables, pennants, streamers, spinners, or flags, and other objects which are used as signs.

(4) Banner signs extending on or over public property, except as authorized by the City, County, or State.

1           **(5) Unlawfully installed or erected.**

2           **(6) Unsafe or capable of causing electrical shock.**

3           **(7) Using words or symbols which would tend to mislead or confuse vehicle operators.**

4               **For example, "STOP", "LOOK", "DANGER".**

5           **(8) Obstructing the view of, imitating, copying, purporting to be, or may be confused with**  
6               **any authorized official sign, traffic sign, traffic signal, or traffic control device.**

7           **(9) Obstructing or impairing access to windows, doors, roofs, or other building openings**  
8               **necessary for fire escape.**

9           **(10) In the public right-of-way, except as permitted and regulated elsewhere in**  
10               **these Ordinances.**

11           **(11) Attached to trees, streetlights, traffic signs, utility poles, utility boxes, or**  
12               **standpipes.**

13           **(12) Attached to any fence, wall, retaining wall, or accessory structure.**

14           **(13) Vehicle Signs.**

15           **(14) If attached to a building, project above the parapet or roof line, except as**  
16               **otherwise permitted and regulated by this Chapter.**

17           **(15) Contain obscenity.**

18   **1310.11 TEMPORARY SIGNS**

19       **(a) In General:**

20           **(1) Each non-residential use and each multiple family residential use with more than**  
21               **twenty (20) units is permitted one (1) temporary sign for up to thirty (30) calendar**

1           days, twice during a calendar year on the parcel of land where the business, agency,  
2           institution, or residential use to which the sign relates is in active operation.

3           (2) Shall only be permitted on parcels that have at least one (1) property line abutting a  
4           non-local street and shall be oriented toward a non-local street.

5           (3) A temporary freestanding sign shall not exceed thirty-two (32) square feet in area.

6           (4) A temporary wall sign shall not exceed fifty (50) square feet in area.

7           (5) May be internally illuminated, except as otherwise prohibited under the Chapter.

8           (6) An additional temporary sign may be allowed per parcel when the parcel, building,  
9           or building suite to which the sign relates is being offered for sale or lease subject to  
10          the following restrictions:

11           a. Sign shall not be located in the public right-of-way.

12           b. One (1) sign is allowed per street frontage.

13           c. Sign shall not interfere with ingress and egress to a building, parking lot or  
14           street, shall always maintain a minimum setback of five (5) feet from a  
15           property line abutting a road right-of-way and shall not interfere with  
16           visibility at the intersection of any street or driveway.

17           d. Sign shall not exceed twelve (12) square feet in area and four (4) feet in height  
18           on residential parcels of land that have twenty (20) residential units or fewer  
19           or on parcels of land containing nonresidential uses that are less than one-half  
20           (0.5) acres in size.

21           e. Sign shall not exceed thirty-two (32) square feet in area and six (6) feet in  
22           height on residential parcels of land containing more than (20) residential

units or on parcels containing nonresidential uses that exceed one-half (0.5) acres in size.

f. Sign shall be removed within five (5) calendar days following the closing of the sale or lease.

(7) Additional temporary signs may be allowed per parcel leading up to and following an official local, county, state, or federal election or referendum subject to the following restrictions:

a. Sign shall not be located in the public right-of-way.

b. Sign shall not interfere with ingress and egress to a building, parking lot or street and shall not interfere with visibility at the intersection of any street or driveway.

c. Sign shall not exceed six (6) square feet in area or three (3) feet in height.

d. Sign shall be removed within ten (10) calendar days following the election to which the sign was associated.

**(b) Temporary Freestanding Signs:**

(1) Shall be subject to the site visibility requirements of Section 1250.03.03 of the Zoning Ordinance.

(2) Shall be setback at least ten (10) feet from a property line abutting a public right-of-way line.

(3) Shall not exceed six (6) feet in overall height.

(4) No temporary sign of any kind, except for sidewalk signs and construction/work zone signs as permitted and regulated by this Chapter, shall be allowed in the public right-of-way.

- 1           **(5) Shall not be permitted on parcels of land in the DT-1 zoning district that are less than**  
2                   **one-half (0.5) acres in size or have more than fifty percent (50%) of the total building**  
3                   **area on the parcel in use for residential purposes.**

4           **(c) Temporary Wall Signs:**

- 5                   **(1) Must be flat mounted against the wall of a building and properly affixed thereto.**  
6                   **(2) Shall not be placed above the first floor of the building, on a roof, or extend above the**  
7                   **roofline of a building.**  
8                   **(3) Shall not be illuminated.**

9           **(d) Temporary Signs in Residential districts**

- 10                   **(1) Temporary signs on parcels in residential zoning districts and on parcels used for**  
11                   **single- or two-family dwellings in the DT-1 district are limited to three (3) feet in**  
12                   **height and three (3) square feet in sign area.**  
13                   **(2) Temporary signs shall not be placed in the right-of-way or attached to a fence,**  
14                   **structure, or residential building.**

15   **1310.12      WALL SIGNS**

16           **(a) In General:**

- 17                   **(1) Wall signs shall be parallel to the building wall they are attached to and shall not**  
18                   **project more than twenty-four (24) inches from the building wall. Wall signs may only**  
19                   **extend up to thirty-six (36) inches beyond the wall of the building it is attached to in**  
20                   **order to accommodate a curved design or a sign that has depth through overlapping**  
21                   **planes or varying plane thickness.**  
22                   **(2) Wall signs shall not obstruct any door, window, fire escape, or ventilation system**

1           **(3) Wall signs shall not extend above the top of a building wall or beyond the ends of the**  
2           **wall to which they are attached, except as otherwise permitted by this chapter.**

3           **(4) Wall signs shall be located no higher on the building wall than twenty (20) feet from**  
4           **the finished grade of the wall to which it is attached.**

5           **(5) One (1) sign shall be permitted on each of the four (4) walls facing different directions**  
6           **on:**

7               **a. Buildings being used for non-residential land uses.**

8               **b. Buildings with a mix of residential and nonresidential uses.**

9               **c. A multiple-family residential building containing more than twenty (20) units,**  
10              **except that no sign shall be permitted on a building wall that faces an adjoining**  
11              **parcel being used solely for residential purposes with less than twenty (20)**  
12              **units.**

13           **(6) Each business that has a pedestrian or loading entrance on the rear of the building**  
14           **shall be permitted one (1) additional ten (10) square foot sign on the wall near that**  
15           **entrance to the building, for identification purposes only.**

16           **(7) A wall sign may be attached to a mansard roof subject to all other requirements of**  
17           **this chapter.**

18           **(8) In addition to wall signs, buildings that have at least six (6) stories above ground and**  
19           **are not used solely for residential purposes may have one (1) building identification**  
20           **sign on each of the four (4) walls of the highest floor of the building facing different**  
21           **directions. The building identification signs shall not exceed one hundred (100) square**  
22           **feet in area.**

**(9) Wall signs may only be illuminated if the wall does not face a Single- or Two-Family residential use.**

**(10) The combined total area of all walls signs shall not exceed what is permitted for the building based upon Table 1310.12 (a)(9):**

| <b>Table 1310.12 (a)(9)</b>                                                  |                                                                              |
|------------------------------------------------------------------------------|------------------------------------------------------------------------------|
| <b>Building Frontage</b>                                                     | <b>Maximum Wall Sign Area</b>                                                |
| <b>Up to 39 lineal feet of building frontage</b>                             | <b>15 percent of building façade area<br/>Maximum size of 50 square feet</b> |
| <b>40 feet to 99 feet of lineal building frontage</b>                        | <b>15 percent of building façade area<br/>Maximum size 150 square feet</b>   |
| <b>100 feet or more of lineal building frontage</b>                          | <b>15 percent of building façade area<br/>Maximum size 200 square feet</b>   |
| <b>Building façade area calculated by 15 feet in height x building width</b> |                                                                              |

**(b) Multi-Tenant Buildings**

**(1) Each business that occupies part of and has a direct entrance on the front wall of the building shall be permitted one (1) wall sign, the allowable square footage shall be based upon Table 1310.12 (a)(9) and determined by the linear footage of the front wall of the building that the business occupies.**

**(2) Businesses that occupy a corner suite are permitted one (1) sign on the front wall and one (1) sign on the side wall of the building where the business is located. The allowable square footage for a sign on the side wall of the building is limited to one-half (0.5) of the square footage that is permitted for the business on the front wall of the building or fifty (50) square feet, whichever is greater.**



**(3) Multi-tenant buildings may have one (1) multi-tenant wall sign on the rear facade of the building that is occupied by businesses. The allowable square footage for a sign on the rear of the building shall be the same as, and shall not be deducted from, what is permitted for the businesses on the front or side walls of the building.**

**(4) Businesses that do not occupy any part of the frontage of the building shall be permitted one (1) sign, not exceeding ten (10) square feet in area on the front wall of the building, near the entrance for which the business can be accessed.**

**1310.13 FREESTANDING SIGNS**

**(a) S-C, MX-C, MX-1, MX-2, DT-2, IND-1, IND-2, IND-3, INST-1 & INST-2 Zoning Districts.**

**(1) One (1) freestanding sign per parcel of land is permitted. One (1) additional sign may be permitted on a corner parcel that is more than five (5) acres in size and has frontage along and direct access to two (2) non-local roads, if both signs are not oriented towards and clearly visible from the same road.**

**(2) Sign shall be set back at least ten (10) feet but not more than fifteen (15) feet from the property lines abutting a public right-of-way.**

**(3) A freestanding sign may be set back up to thirty (30) feet from property lines abutting a public right-of-way if approved by the Zoning Administrator based on dimensional restraints of the property or building placement.**

**(4) Sign shall not exceed twenty-five (25) feet in height and one hundred twenty (120) square feet in area.**

**(5) No freestanding sign shall be erected on a vacant parcel.**

**(b) MX-3, DT-1, DT-3, R-AR, MFR and R-MX Zoning Districts.**

1           **(1) One (1) freestanding sign shall be permitted on each parcel of land containing a non-**  
2           **residential use, a mix of residential and non-residential uses or a multiple family**  
3           **residential use with more than twenty (20) residential units. One (1) additional sign**  
4           **may be permitted on a corner parcel that is more than five (5) acres in size and has**  
5           **frontage along and direct access to two (2) non-local roads, if both signs are not**  
6           **oriented towards and clearly visible from the same street.**

7           **(2) Sign shall only be permitted on parcels that have frontage on and shall be oriented**  
8           **towards a non-local street.**

9           **(3) Sign shall not exceed six (6) feet in height and thirty-two (32) square feet in area and**  
10           **shall be setback at least six (6) feet from property lines abutting a public right-of-way**  
11           **on parcels that are less than one (1) acre in size.**

12           **(4) Sign shall not exceed ten (10) feet in height and sixty (60) square feet in area and shall**  
13           **be setback at least ten (10) feet from property lines abutting a public right-of-way on**  
14           **parcels that are more than one (1) acre in size.**

15           **(5) No freestanding sign shall be erected on a vacant parcel.**

16           **(c) Institutional Uses.**

17           **(1) Institutional uses in the S-C, MX-C, MX-1, MX-2, MX-3, DT-1, DT-2, DT-3, IND-1,**  
18           **IND-2, and IND-3, zoning districts shall be subject to the same sign regulations as all**  
19           **other uses within said districts.**

20           **(2) In all other zoning districts, one (1) freestanding sign shall be permitted on parcels**  
21           **that are at least one-half (0.5) acre in size, have at least one (1) property line abutting**  
22           **a non-local street and contain an institutional use in active operation. One (1)**  
23           **additional sign may be permitted on a corner parcel that is more than five (5) acres**

1 in size and has frontage along and direct access to two (2) non-local streets, if both  
2 signs are not oriented towards and clearly visible from the same street.

3 (3) One (1) freestanding sign per entrance to the site along a non-local street shall be  
4 permitted for institutional uses in all zoning districts that are more than ten (10) acres  
5 in size, as long as the signs are separated by at least one hundred (100) feet.

6 (4) Sign shall not exceed six (6) feet in height and thirty-two (32) square feet in area and  
7 shall be setback at least six (6) feet from property lines abutting a public right-of-way  
8 on parcels that are less than one (1) acre in size.

9 (5) Sign shall not exceed ten (10) feet in height and sixty (60) square feet in area and shall  
10 be setback at least ten (10) feet from property lines abutting a public right-of-way on  
11 parcels that are more than one (1) acre in size.

12 **(d) Multi-Tenant Signs**

13 (1) Signs shall be permitted in the SC, MX-C, MX-1, MX-2, IND-1, IND-2, IND-3, INST-  
14 1, and INST-2 zoning districts.

15 (2) One (1) sign per parcel of land is permitted. One (1) additional sign may be permitted  
16 on a corner parcel, at least five (5) acres in size, with frontage along two (2) non-local  
17 streets if both signs are located near a primary entrance to the site and are not  
18 oriented towards or clearly visible from the same street.

19 (3) Sign shall not exceed twenty-five (25) feet in height and two hundred (200) square feet  
20 in area.

21 (4) Sign shall be setback at least ten (10) feet but no more than thirty (30) feet from the  
22 property lines abutting a public right-of-way.

**(5) A business that is accessed from an adjacent multi-tenant site may, with expressly written permission from the sign owner, advertise its business on the multi-tenant sign but will then not be entitled to an additional freestanding sign on the parcel of land occupied by the business.**

**(e) Signs that are located interior to a school campus, hospital campus, park, multiple-family development, or multi-tenant commercial development may exceed the number of signs allowed herein, provided that such signs are not clearly legible from any public street.**

**(f) A business whose building and associated parking lot(s) covers multiple parcels that are not combined but are immediately adjacent to one another and are associated with the same establishment shall not be permitted more than one (1) freestanding sign.**

#### **1310.14 WINDOW SIGNS**

**(a) Window signs shall not exceed twenty (20) percent of the area of the window from which the sign can be seen from the exterior of the building. All mounting hardware and equipment shall be concealed from the exterior view of the building. In the case of multi-pane windows, the surface area of the window shall be the combined surface area of the individual panes.**

#### **1310.15 AWNING/CANOPY SIGNS and VEHICLE SERVICE STATION CANOPY SIGNS**

**(a) Awning/canopy signs.**

**(1) Signs, on awnings or canopies located above entrances to a building intended to provide shelter or installed as an architectural element, shall count towards the allowable number and square footage of wall signage permitted for the business in the building that it relates thereto.**

(2) A sign may extend up to five (5) feet vertically above the flat roof of a canopy. If the sign is limited to the address or the name of the building, it shall not count towards the wall signage limitations. In no case shall the sign exceed forty (40) square feet in area.

(3) Electronic Message Center signs are not permitted on awnings or canopies.

(4) Only awnings or canopies on the first-floor story of the building may contain signs.

(5) The sign area shall not exceed what is permitted for wall signage for the building, or fifty (50) percent of the awning or canopy surface on which it is displayed, whichever is less.

(6) All awnings or canopies shall be subject to the architectural standards set forth in Section 1246.04.01 (d) of the Zoning Ordinance.

(b) Motor Vehicle service station canopy signs.

(1) One (1) sign is permitted on each side of the canopy.

(2) No part of the sign shall extend above or below the canopy and must be flat mounted against the canopy.

(3) Signs shall not exceed twenty-five percent (25%) of the area of the side of the canopy to which it is attached.

(4) Signs on canopies shall not count towards the allowable number of wall signs for the building, whether or not it is attached thereto.

(5) EMC signs are permitted.

## **1310.16 PROJECTING SIGNS**

**Projecting signs are permitted in all non-residential zoning districts for each business occupying a building subject to the following provisions:**

**(a) One (1) sign per business. Businesses on corner parcels that occupy a part of the first-floor building walls, may have one (1) projecting sign facing each public street. First floor businesses that have a customer entrance at the rear of the building may have one (1) projecting sign on the rear building wall.**

**(b) Sign shall not exceed sixteen (16) square feet in area or a maximum projection from the building wall of four and one-half (4.5) feet.**

**(c) Where a projecting sign is located on the corner of a building and is used in lieu of one (1) permitted wall sign, the area of the projecting sign may exceed sixteen (16) square feet and shall be deducted from the total allowable wall sign area for the building establishment. Such signs shall be visible from at least two (2) directions.**

**(d) Sign shall have a minimum vertical clearance of ten (10) feet from the bottom edge of the sign to the ground or sidewalk, or fifteen (15) feet if overhanging an alley.**

**(e) Signs on the front building wall(s) shall be located within fifteen (15) feet of the ground directly below the sign. Signs on the rear building wall shall be located within twenty (20) feet of ground directly below the sign.**

**(f) There shall be a minimum separation distance of eight (8) feet between projecting signs.**

#### **1310.17 NEIGHBORHOOD ENTRANCEWAY SIGNS**

**Signs that identify the name of a subdivision, condominium development, or neighborhood organization recognized as being active by the City of Lansing Department of Neighborhoods, Arts, and Citizen Engagement, may be located within the public right-of-way and shall be subject to the following:**

- (a) Review, approval, and issuance of permits from the Public Service Department and the Building Safety Office are required prior to installation of a sign. A plan showing the proposed location of the sign, a rendering of the sign showing the content, materials and all dimensions and a plan for appropriate landscaping around the base of the sign shall be submitted along with the permit applications.**
- (b) The sign subject matter must be related solely to identifying the name of the subdivision, according to the recorded plat thereof, the name of the condominium according to the recorded master deed, or the name of the neighborhood organization/association recognized as being active by the Department of Neighborhoods, Arts, and Citizen Engagement, or its successor.**
- (c) Sign shall not exceed six (6) feet in height and fifty (50) square feet in area and shall not be internally illuminated or contain a changeable message center of any kind.**
- (d) One (1) sign on each side of the roadway at the primary entrance(s) or one (1) sign within a boulevard at the primary entrance(s) of the subdivision, condominium development or designated neighborhood association/organization may be permitted. The primary entrances where such signs may be located must be at the intersection of a street entering the area to which it is identifying and a non-local street, unless otherwise approved by the Public Service Department.**
- (e) Signs may be located at no more than two (2) primary entrances to the subdivision, condominium development, or neighborhood association/organization area that it identifies.**
- (f) The sign, land, and landscaping around the sign must be retained in ownership by the City. All construction, maintenance, or repair, however, shall be the responsibility of the homeowners or condominium association or the neighborhood organization/association.**

(g) Appropriate insurance and indemnity policies protecting the City against liability must be provided and maintained.

(h) The City retains the right to remove the sign and the landscaping if it is not being properly maintained or if it necessary to perform roadway, sidewalk, or utility construction/repair, or for any reason at all.

#### 1310.18 VARIANCES and APPEALS

(a) The Board of Zoning Appeals shall hear and decide requests for variances and appeals regarding a decision or determination made by the Zoning Administrator related to the provisions of this Chapter. Requests made to the Board of Zoning Appeals are subject to all of the requirements, procedures, and evaluation criteria established by [Chapter 1274](#) of the Zoning Ordinance.

(b) To prevent signs exceeding the dimensions allowed in this Chapter from conflicting with business, residential and public land uses, no new freestanding signs exceeding the dimensions allowed in this Chapter shall be constructed, and no existing signs shall be rebuilt in excess of their existing dimensions, within the City of Lansing, unless approved by the Board of Zoning Appeals based upon a determination that removal and replacement of such an existing sign is necessary to accommodate new development on the site upon which it is located.

(c) In making its decision, the Board must find that the proposed development is consistent with the zoning designation of the property and all applicable provisions of the Zoning Ordinance as well the goals and objectives of the City's current Master Plan and the future land use plan being advanced therein.

(d) Appeals pertaining to the structural features of a sign shall be made to the Building Board of Appeals.



**1310.98 ISSUANCE OF MUNICIPAL CIVIL INFRACTION CITATIONS AND  
VIOLATION NOTICES**

**The Zoning Administrator, the Building Official and any of their designees are hereby designated as the authorized City officials to issue Municipal civil infraction citations (directing alleged violators to appear in court) or Municipal civil infraction violation notices (directing alleged violators to appear at the Municipal Ordinance Violations Bureau) as provided in Chapter 203 of these Codified Ordinances.**

**1310.99 PENALTY**

**Whoever violates any of the provisions of this chapter is responsible for a Municipal civil infraction and shall be subject to the civil fine provided in Section 203.06 of these Codified Ordinances, plus costs and other sanctions, for each infraction. Repeat offenses shall be subject to increased fines as provided in Section 202.99(c)(2).**

Section 3. All ordinances, resolutions or rules, parts of ordinances, resolutions, or rules inconsistent with the provisions are repealed.

Section 4. 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 5. This ordinance shall take effect on the 30th day after enactment, unless given immediate effect by City Council, and shall expire December 31, 2032.

CITY OF LANSING  
NOTICE OF PUBLIC HEARING

The Lansing City Council will hold a public hearing on Monday, July 8, 2024, at 7:00 p.m. in Council Chambers, 10th Floor, Lansing City Hall, 124 W. Michigan Avenue, Lansing, Michigan to consider an Ordinance of the City of Lansing, Michigan, Re-Adopting the Codified Ordinances of The City Of Lansing.

For more information, please call Lansing City Council at 517-483-4177. If you are interested in this matter, please attend the public hearing or send a representative. Written comments will be accepted between 8 a.m. and 5 p.m. on City business days if received before 5 p.m., on the day of the Public Hearing at the City Clerk's Office, Ninth Floor, City Hall, 124 West Michigan Ave., Lansing, MI 48933 or email [city.clerk@lansingmi.gov](mailto:city.clerk@lansingmi.gov).

**Chris Swope, Lansing City Clerk**  
**[www.lansingmi.gov/Clerk](http://www.lansingmi.gov/Clerk)**  
**[www.facebook.com/LansingClerkSwope](https://www.facebook.com/LansingClerkSwope)**

**ORDINANCE No. \_\_\_\_\_**

**An Ordinance of the City of Lansing, Michigan, Re-Adopting the Codified Ordinances of the City of Lansing.**

THE CITY OF LANSING ORDAINS:

**SECTION 1. That the Code of Ordinances of the City of Lansing, Michigan, as amended and republished by municipal code corporation through Supplement 61, and all general and permanent legislation of the City from the date of entry through December 31, 2023, except any ordinance repealed as provided by law, as revised, codified, arranged, numbered, edited, and consolidated into component codes, titles, chapters, and sections are hereby approved and readopted as the Codified Ordinances of Lansing, Michigan 2023, complete to December 31, 2023.**

**SECTION 2. The readoption of Codified Ordinances shall not be construed to affect a right or liability accrued or incurred under any legislative provision prior to the effective date of such readoption or an action or proceeding for the enforcement of such right or liability. Such readoption shall not be construed to relieve any person from punishment for an act committed in violation of any such legislative provision, nor to affect an indictment or prosecution thereof. For such purposes, any such legislative provision shall continue in full force notwithstanding its repeal for the purpose of revision and codification.**

**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 other than the part so declared to be invalid.**

**Section 4. All ordinance or parts of ordinances in conflict with any of the provisions of this ordinance are hereby repealed.**

24     Section 5.     This ordinance shall take effect on the 30<sup>th</sup> day after enactment unless given  
25     immediate effect by City Council and shall expire December 31, 2033.

**CITY OF LANSING  
NOTICE OF PUBLIC HEARING**

**Sale of 124 W. Michigan Ave.  
(David C. Hollister Lansing City Hall)**

The Lansing City Council will hold a public hearing on Monday, July 8, 2024, at 7:00 p.m. in the City Council Chambers, 10th Floor City Hall, 124 W. Michigan Ave., Lansing, Michigan, to consider a resolution selling the parcel commonly known as 124 W. Michigan Ave., Lansing, MI 48933 (David C. Hollister Lansing City Hall), specifically described as:

LOTS 6 & 7, W 50 FT LOT 8, LOTS 4 & 5 EXC N 105 FT, ALSO COM 16 FT W  
OF SE COR LOT 3, TH N 25 FT, W 24 FT, N 6 FT, W 26 FT, S 31.12 FT TO SW  
COR LOT 3, E 50 TO BEG; BLOCK 101 ORIG PLAT.

Property Parcel No.: 33-01-01-16-183-009

Details of the sale are on file with the City Clerk's Office and are available at Ninth Floor, City Hall, 124 West Michigan Ave. or [www.lansingmi.gov/clerk](http://www.lansingmi.gov/clerk). Call 517-483-4131 for more information.

If you are interested in this matter, please attend the public hearing or send a representative. Written comments will be accepted between 8 a.m. and 5 p.m. on City business days if received before 5 p.m., on the day of the Public Hearing at the City Clerk's Office, Ninth Floor, City Hall, 124 West Michigan Ave., Lansing, MI 48933 or email [city.clerk@lansingmi.gov](mailto:city.clerk@lansingmi.gov).

**Chris Swope, Lansing City Clerk, MMC/MiPMC**  
**[www.lansingmi.gov/Clerk](http://www.lansingmi.gov/Clerk)**  
**[www.facebook.com/LansingClerkSwope](https://www.facebook.com/LansingClerkSwope)**



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## Chris Swope

### Lansing City Clerk

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June 7, 2024

Members of the Lansing City Council  
10th Floor City Hall  
Lansing, MI 48933

Dear Councilmembers:

Pursuant to Article 8, Chapter 4, Section 8-403.3 of the Lansing City Charter, on June 3, 2024 the Mayor's Office placed on file in my office a Redevelopment Agreement for Property between the City of Lansing and Beitler Real Estate Services, LLC. for David C. Hollister City Hall located at 124 West Michigan Avenue, City of Lansing, Michigan.

Under the Charter, a public hearing may be held on this matter on or after July 3, 2024

This documents are available for review at the office of the City Clerk or at <http://www.lansingmi.gov/clerk> under the heading of [Public Notices and Documents on File.](#)

Sincerely,

Chris Swope, MMC/MiPMC  
Lansing City Clerk



# **CITY HALL HOTEL REDEVELOPMENT**

LANSING



# Lansing City Hall

124 West Michigan Avenue

## The Building

- Location: Lansing, MI
- Year Built: 1958
- RBA: 126,575 Gross
- Stories: 10
- Typical Floor: 9,815; 15,276 SF



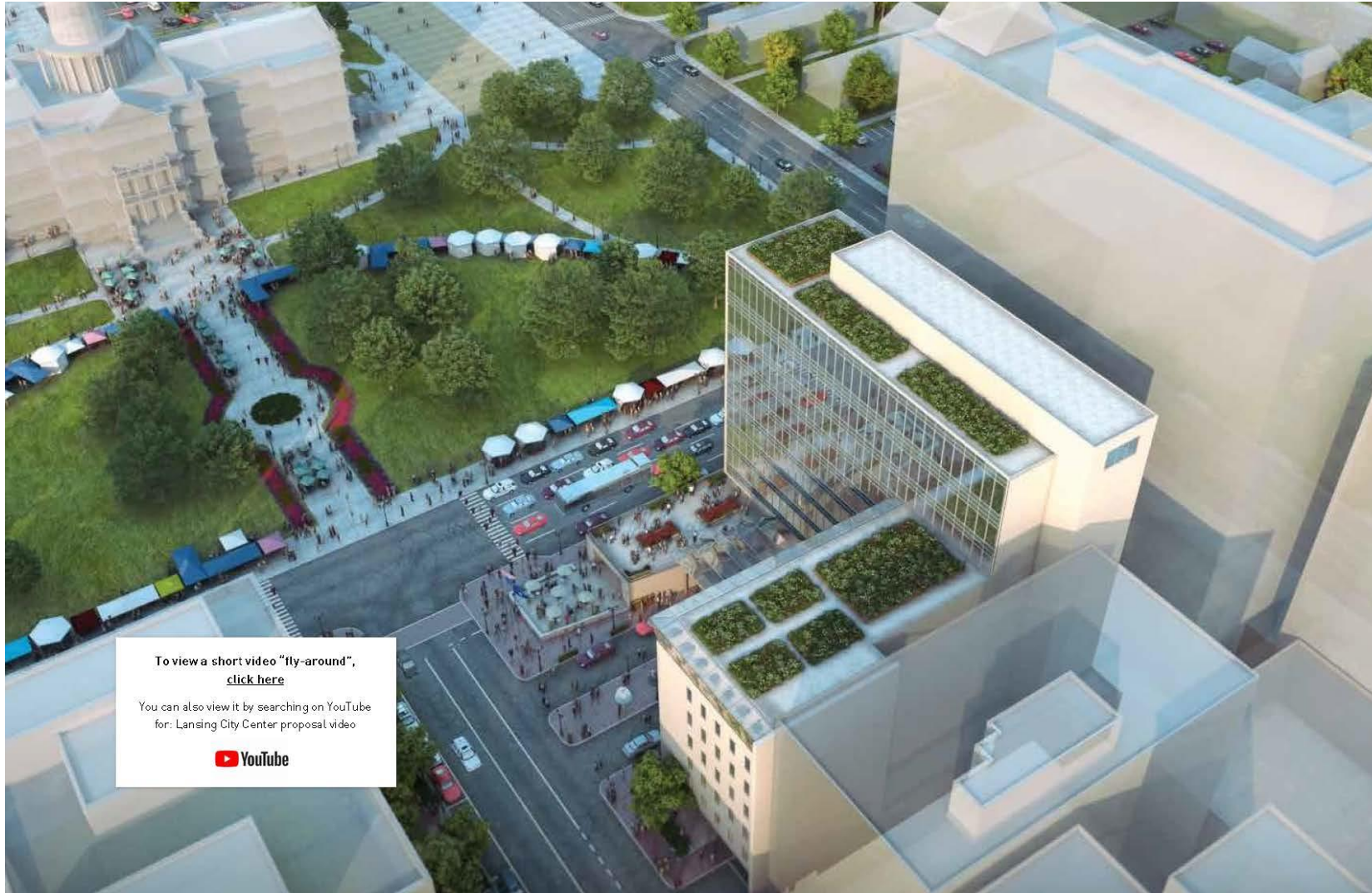


# Redevelopment

## The Essentials

- 1) Higher & Better Use
- 2) Location
- 3) Parking
- 4) Zoning
- 5) Feasibility
- 6) Timing





### 1) High & Better Use

The opportunity will reposition Lansing's City Hall into a modern-day hotel offering a premier location and unobstructed views of Michigan's State Capital and add to the growth and vibrancy of downtown Lansing.

With a population of 481,900; Forbes describes Lansing as:

*"An important center for education, culture, politics and business. It is home to three medical schools, two law schools including the nation's largest law school, Thomas M. Cooley Law School, Michigan State University, the state capital, state Supreme Court and Court of Appeals and headquarters of four national insurance companies. Cultural elements in the city are highlighted by the African American Parade and Heritage Festival, Silver Bells in the City Parade, the Lansing JazzFest, the Old Town BluesFest and the Common Ground Festival among several others. Other points of interest in the city include the Michigan Museum of Surveying, the Michigan Women's Hall of Fame, R.E. Olds Transportation Museum and the historic Potter Park Zoo."*

[https://www.youtube.com/watch?v=J\\_7lxbjCKz4](https://www.youtube.com/watch?v=J_7lxbjCKz4)





## 2) Location

Positioned on the corner of Michigan Avenue and Capital Avenue, the new hotel is located in the heart of downtown Lansing and in between the Michigan State Capitol and the Lansing Center.





## 2) Location

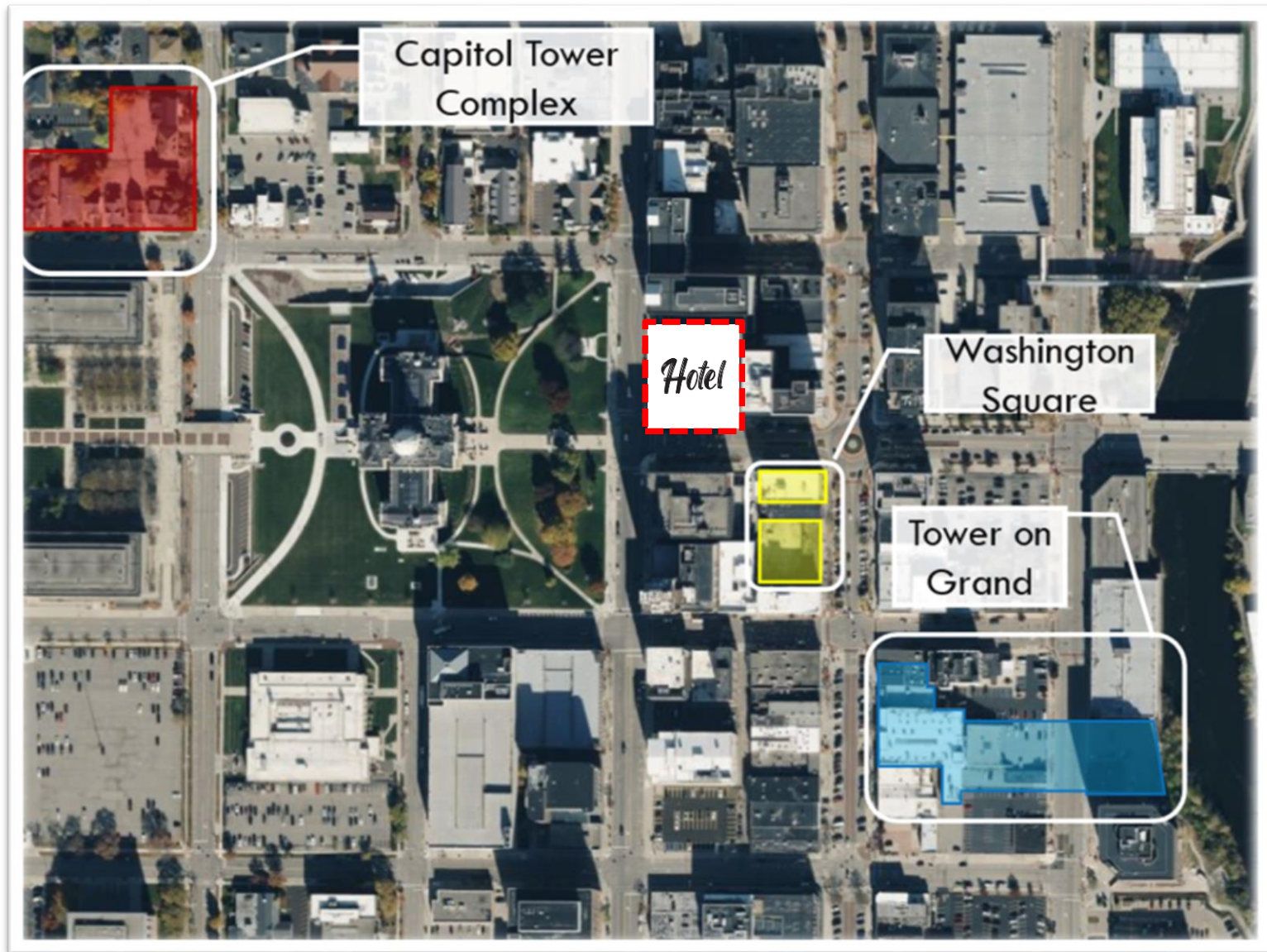
### Michigan State Capital Building

Located across the street from the Michigan State Capital, which opened on January 1, 1879, it is one of the first state capitals to be topped by a lofty cast iron dome and was designated a National Historic Landmark in 1992.

### Lansing Convention Center

A short 5 minute walk to the Lansing Center – a 270,000sf convention center that houses a main exhibition hall, meeting rooms, conference centers, banquet facilities, restaurants, full kitchen and a 500-space underground parking garage.



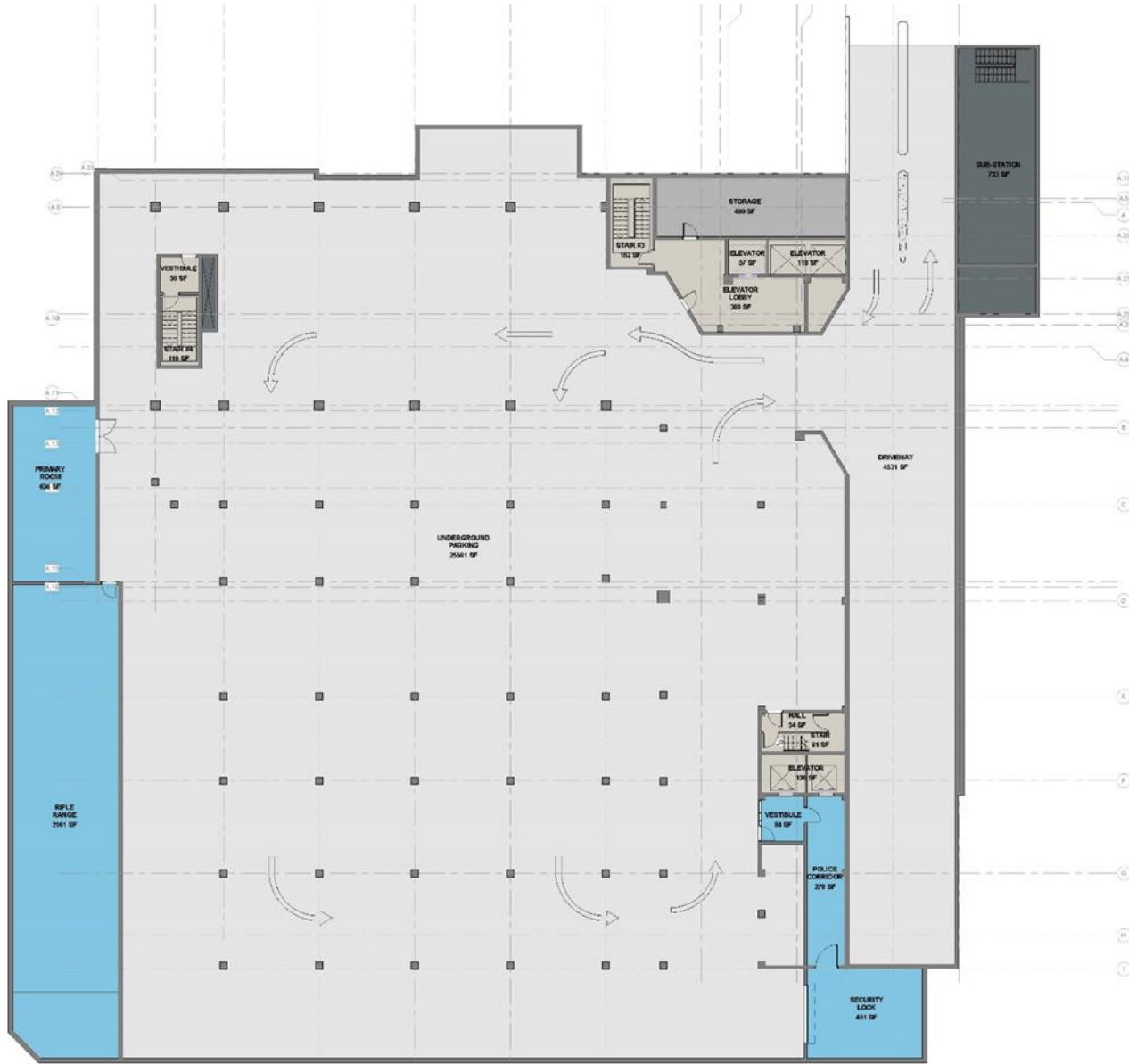


## 2) Location – Downtown Growth

New Vision Lansing, with the support of a \$40M appropriation from the State of Michigan, is a \$215M project involving three projects. The hotel will complement the New Vision Lansing plans.

- Washington Square Building:  
70 workforce housing units, a parking structure and retail space.
- Capitol Tower:  
Pre-leased office space, 70 market rate and workforce apartments and 110 parking spaces.
- Tower on Grand:  
300 apartments and parking.

<https://www.wkar.org/wkar-news/2023-08-08/215-million-development-plan-promises-affordable-housing-revitalization-in-downtown-lansing>



#### KEY

|                   |           |
|-------------------|-----------|
| Common Core       | 1,320 SF  |
| Mechanical Space  | 950 SF    |
| Storage           | 480 SF    |
| Police Department | 3,650 SF  |
| Parking           | 30,335 SF |

GROSS TOTAL AREA: 37,344 SF

### 3) On-Site Parking

The hotel will have on-site below ground heated parking for approximately 60 vehicles. Up to 100 additional off-site parking spaces will be available at market rates.



City of Lansing Form-Based Code Allowable Use Table

Adopted 1/1/22

| P = PRINCIPAL PERMITTED<br>C = CONDITIONAL USE<br>S = SPECIAL LAND USE | R-1 | R-2 | R-3 | R-4 | R-5 | R-6a | R-6b | R-MX | MFR | R-AR | SC | MX-C | MX-1 | MX-2 | MX-3 | DT-1 | DT-2 | DT-3 | IND-1 | IND-2 | IND-3 | INST-1 | INST-2 | Reference    |
|------------------------------------------------------------------------|-----|-----|-----|-----|-----|------|------|------|-----|------|----|------|------|------|------|------|------|------|-------|-------|-------|--------|--------|--------------|
| Commercial/Office                                                      |     |     |     |     |     |      |      |      |     |      |    |      |      |      |      |      |      |      |       |       |       |        |        | Chapter 1243 |
| Retail sales and Personal Services                                     |     |     |     |     |     |      |      |      |     | C    | C  | C    | C    | C    | C    | C    | C    | C    | P     | P     | P     |        |        |              |
| Professional/business offices                                          |     |     |     |     |     |      |      |      |     | P    | P  | P    | P    | P    | P    | P    | P    | P    | P     | P     | P     | P      | P      |              |
| Active / Recreational Commercial                                       |     |     |     |     |     |      |      |      |     | C    | P  | P    | P    | P    | P    | C    | P    | P    | P     | P     | P     | P      | P      |              |
| Animal Hospital                                                        |     |     |     |     |     |      |      |      |     | C    | C  | C    | C    | C    | C    | C    | C    | C    | P     | P     | P     | P      | P      |              |
| Bank                                                                   |     |     |     |     |     |      |      |      |     |      | P  | P    | P    | P    | P    | P    | P    | P    | P     | P     | P     | P      | P      |              |
| Brewpub                                                                |     |     |     |     |     |      |      |      |     |      | C  | C    | C    | C    | C    |      | C    | C    | P     | P     | P     |        |        |              |
| Cemetery                                                               |     | S   |     |     |     |      |      |      |     | S    |    |      |      |      |      |      |      |      |       |       |       |        |        |              |
| Clinic                                                                 |     |     |     |     |     |      |      |      |     | C    | C  | C    | C    | C    | C    | C    | C    | C    | P     | P     | P     | C      | C      |              |
| Funeral Home                                                           |     |     |     |     |     |      |      |      |     |      | C  | C    |      | C    |      |      | C    |      | P     | P     | P     | P      | P      |              |
| Golf courses                                                           | S   | S   |     |     |     |      |      |      |     | S    |    |      |      |      |      |      |      |      |       |       |       |        |        |              |
| Kennel                                                                 |     |     |     |     |     |      |      |      |     |      | C  | C    | C    | C    | C    |      | C    |      | C     | C     |       |        |        |              |
| Laundromat, dry cleaner                                                |     |     |     |     |     |      |      |      |     |      | P  | P    | P    | P    | P    |      | P    | P    | P     | P     | P     |        |        |              |
| Lodging Facility                                                       |     |     |     |     |     |      |      |      |     |      | P  | P    | P    | P    | P    |      | P    | P    | P     | P     | P     | C      | C      |              |

## DT-3 - Downtown Core



## 4) Zoning

The existing zoning allows for a lodging facility which will save several months in the development timeline.

*The intent and purpose of the DT-3 Downtown Core district is to provide primarily a vertical mix of uses with higher density residential housing and office buildings. Ground floor uses should be those that generate pedestrian activity along the street front through the location of doors, windows, and displays. Development in this district is characterized by tall buildings lining urban streets with most or all parking provided on street or in municipal lots or structures. This district accommodates the City's highest intensity and density development.*

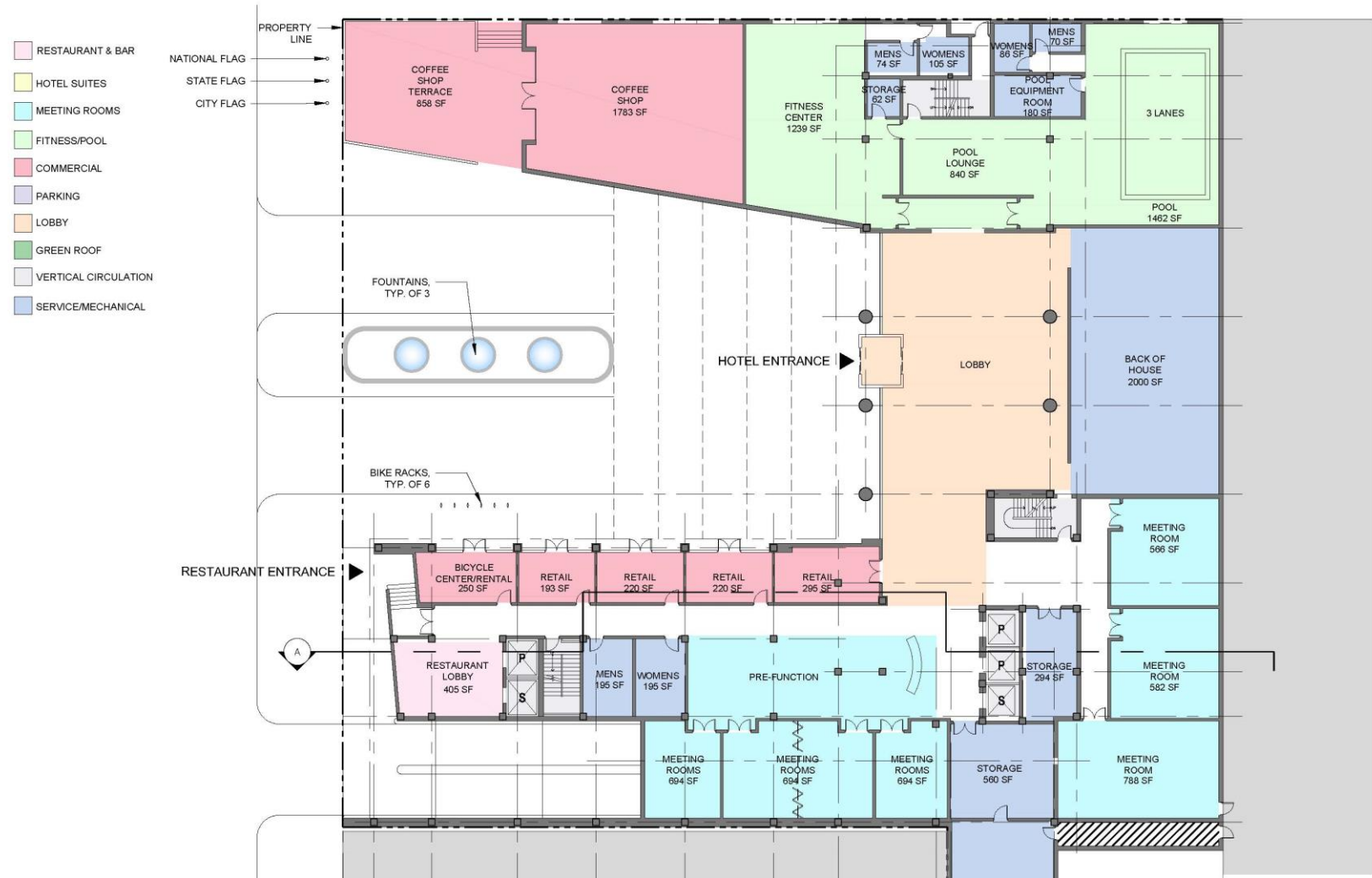


### 5) Feasibility

Typical room mix assumptions produces approximately 183 rooms along with ample space for amenities, parking and a roof top restaurant.



PRELIMINARY DRAWINGS | GROUND FLOOR PLAN



5) Feasibility

The ground floor will serve as the hotel entrance with the courtyard providing onsite access for pick-up and drop-off to the main lobby. The ground floor will also offer guests hotel amenities such as meeting rooms and a fitness center.

The ground floor will provide an opportunity to activate the corner with retail space servicing the hotel and the community in general. A separate lobby and elevators will be able to provide access to a restaurant on the seventh floor.

PRELIMINARY DRAWINGS | 3RD-6TH FLOOR PLAN – TYPICAL LOW-RISE HOTEL

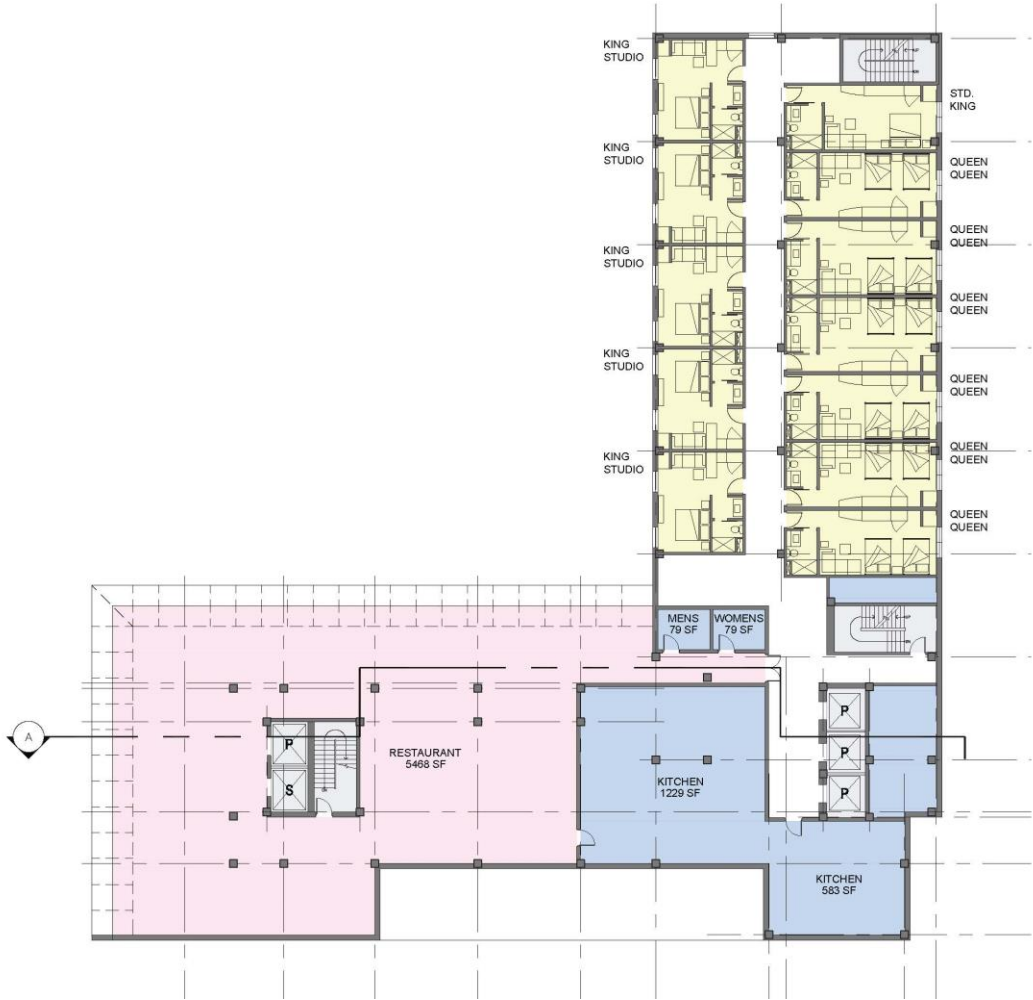


5) Feasibility

The small and narrow floor plates allow for an efficient hospitably configuration with a double loaded corridor where rooms are on either side of a single hallway.

PRELIMINARY DRAWINGS | 7TH FLOOR PLAN - RESTURANT

- RESTAURANT & BAR
- HOTEL SUITES
- MEETING ROOMS
- FITNESS/POOL
- COMMERCIAL
- PARKING
- LOBBY
- GREEN ROOF
- VERTICAL CIRCULATION
- SERVICE/MECHANICAL

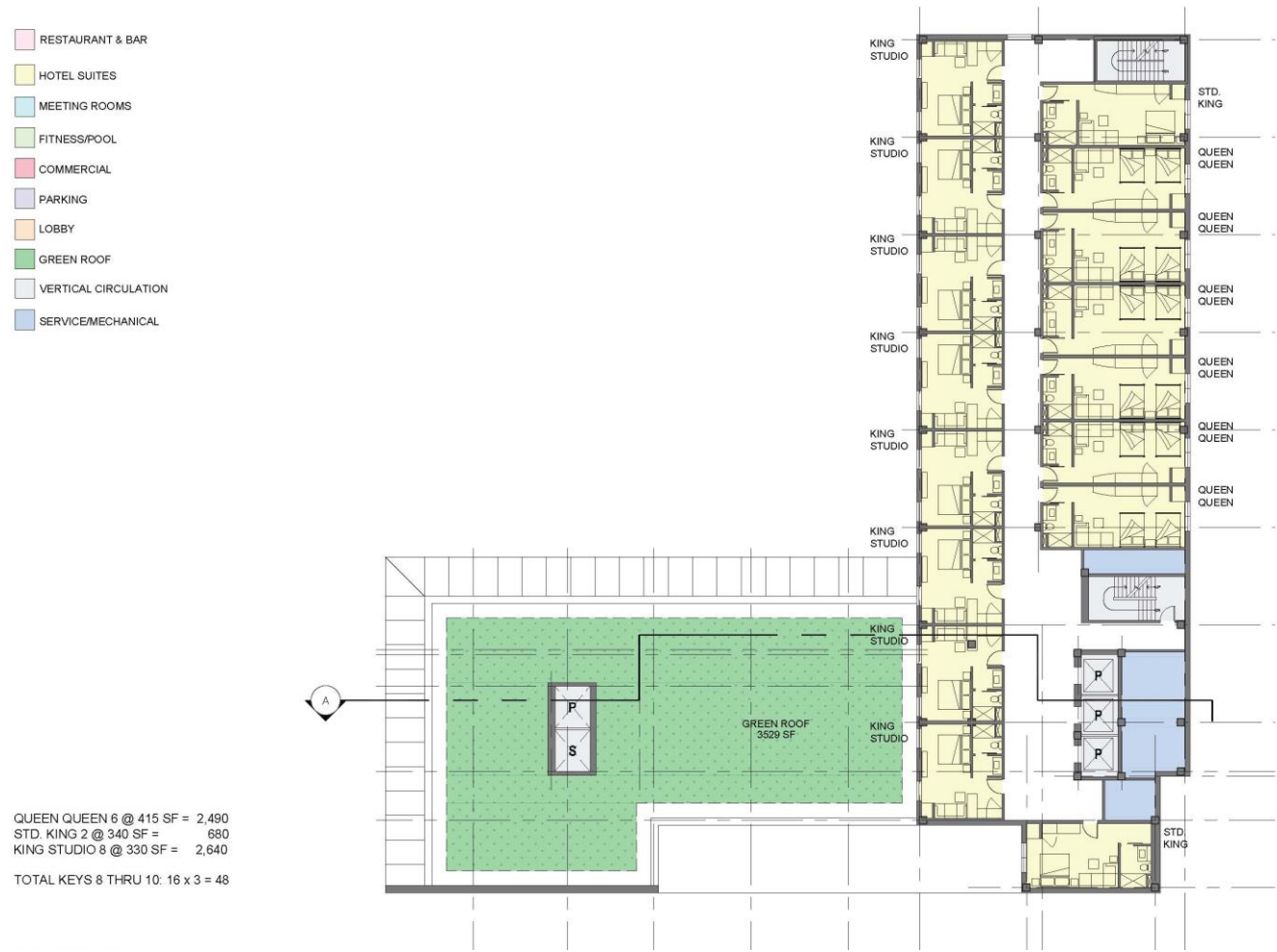


QUEEN QUEEN 6 @ 415 SF = 2,490  
STD. KING 1 @ 340 SF = 340  
KING STUDIO 5 @ 330 SF = 1,650  
TOTAL KEYS: 12

5) Feasibility

The seventh floor will be configured to accommodate a restaurant with views of the capital and will service both local and hotel patrons.

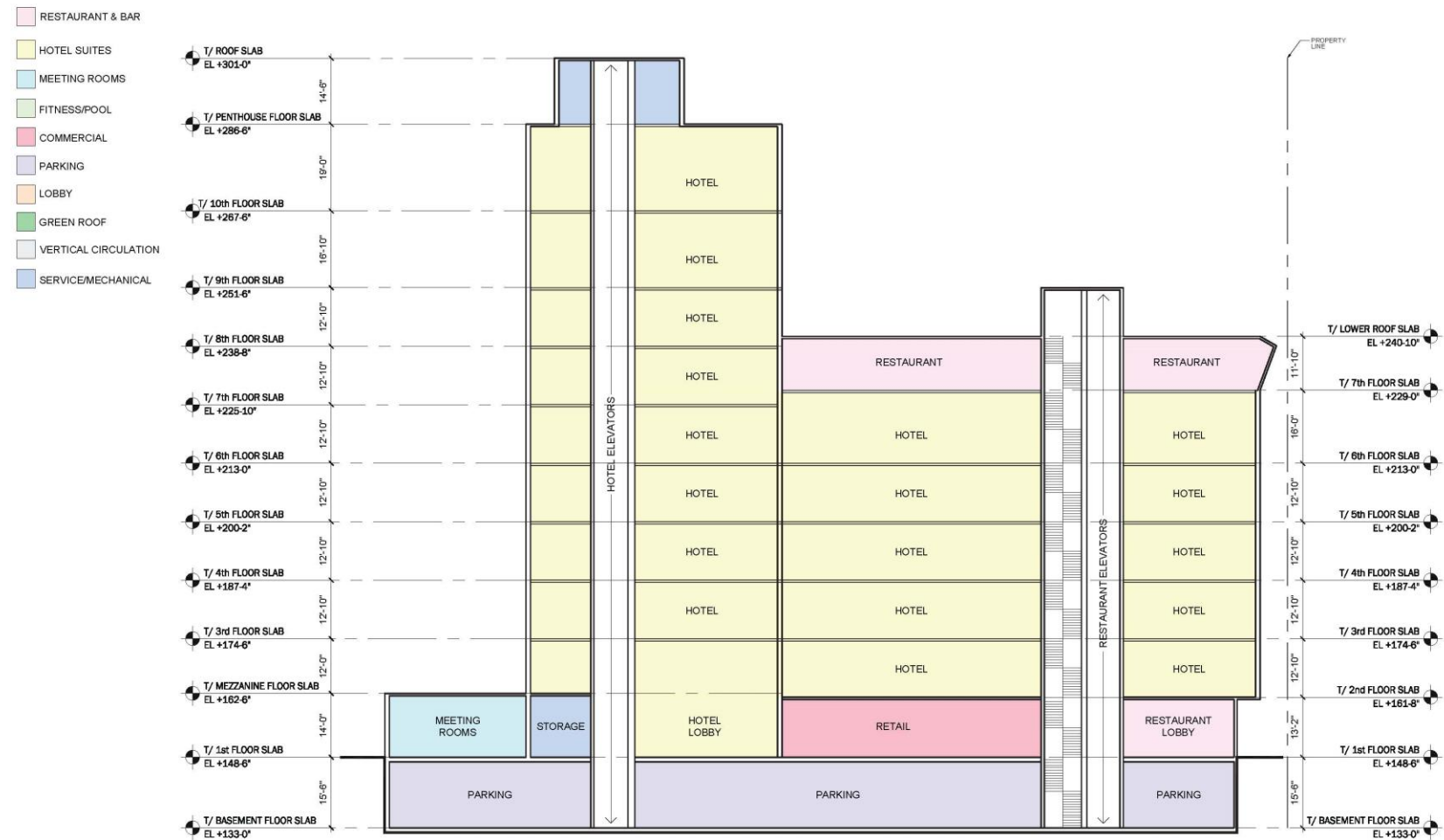
PRELIMINARY DRAWINGS | 8TH-9TH FLOOR PLAN – TYPICAL HI-RISE HOTEL



5) Feasibility

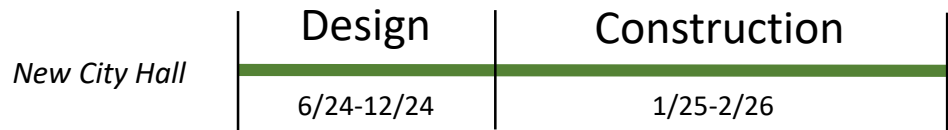
The top floors will overlook the hotel plaza and maintain an efficient layout.

PRELIMINARY DRAWINGS | BUILDING SECTION



5) Feasibility

Overall the building is well suited to be redeveloped into a hotel and house all of its supporting functions (amenities, retail and parking).



### 6) Timing

The City will relocate City Hall to a new building located at 425 South Grand Avenue using a \$40M grant from the State of Michigan. Design is expected to be 6 months followed by 14 months for construction.





## Redevelopment Agreement Summary

- Project:  
Approx. 183 room hotel.
- Purchase Price:  
\$2,780,000 “as is”.
- Closing:  
Within 60 days from the last certificate of occupancy for the New City Facilities.
- Tax Incentives:  
None. No incentives are being requested and the City will retain 100% of the tax benefits.
- Parking:  
Onsite parking of approximately 60 spaces plus offsite parking of no less than 100 spaces at market rates.
- Preservation:  
Leonard Jungwirth’s Lansing City Hall sculpture will be preserved.







July 1, 2024

Lansing City Council  
Lansing City Hall  
124 W. Michigan Ave # 10  
Lansing, MI 48933

Subject: Letter of Support for Downtown Hotel

Dear Lansing City Council Members,

We are writing today to express support for the proposed downtown hotel and restaurant to be developed in the current Lansing City Hall location. As Choose Lansing, the destination marketing organization for the Greater Lansing region, we know the importance of attracting visitors to the area and the economic impact that means for our community. Over 5 million visitors generate more than \$682 million dollars in economic impact each year.

The City Hall location is ideally situated between the Lansing Center and one of the region's most visited attractions, the State Capitol building. Adding an additional 180 rooms to the downtown market will allow us to attract larger convention business that we currently turn away due to lack of available rooms near the convention center.

As advocates for the hospitality and tourism industry, we believe that the new hotel will have a significant impact and play a vital role in attracting people to downtown Lansing. Both residents and visitors alike will benefit from a revitalized and vibrant downtown.

Thank you for your consideration of our support for the hotel development. We are confident that the new hotel will produce remarkable results and will help create a welcoming destination for all to enjoy.

Sincerely,

Julie A. Pingston, CDME, CMP, CTA  
President/CEO  
Choose Lansing



July 1, 2024

Lansing City Council  
City Hall  
124 W Michigan Ave  
Lansing, MI 48933

Dear Members of the Lansing City Council,

I hope this letter finds you well. I am writing to you as a concerned hotel operator in downtown Lansing. As the General Manager of the newly rehabilitated Hilton DoubleTree Hotel, I have had the privilege of serving the accommodation needs of residents and Lansing visitors. During this time, I have observed an increasing demand for hotel rooms that far exceeds our current capacity.

Downtown Lansing has experienced significant growth and revitalization in recent years. With the development of new businesses, cultural attractions, and the post-pandemic success of the Lansing Center, our city has again become a thriving destination for tourists, business travelers, and event attendees. Major events consistently draw large crowds, many of whom seek lodging within the downtown area. And this will only increase with the addition of Grewal Hall and the Ovation.

However, the existing hotel capacity is insufficient to meet this growing demand. The DoubleTree has regularly been full and challenged to provide for all of the people that want to stay in downtown Lansing. This shortage of rooms not only affects our ability to accommodate visitors but also has broader implications for the local economy. Guests who cannot find lodging downtown are often forced to stay in outlying areas, reducing their engagement with downtown businesses, restaurants, and attractions.

Increasing the number of hotel rooms in downtown Lansing would bring substantial benefits to our community. It would enhance our capacity to host large conferences, conventions, and events, thereby attracting more visitors and generating greater economic activity. Additionally, more hotel options would support our local businesses by increasing foot traffic and customer spending. This growth in tourism and business travel can lead to job creation and a stronger, more vibrant local economy.

As the hotel operator of Lansing's largest hotel, I strongly support the addition of another hotel, as proposed by Mr. Paul Beitler. His addition to the downtown will only help to accommodate the needs of those who want to stay here in Lansing and enjoy all that is happening. By addressing this critical need, we can ensure that our city continues to thrive and remain an attractive destination for all who visit.

Thank you for your time and consideration. I am confident that with your support, we can make significant strides in enhancing the hospitality infrastructure of our beloved city.

Sincerely,

  
Patrick W. Perry, CHA  
General Manager

Tuesday, July 2<sup>nd</sup> 2024

Lansing City Council  
124 W. Michigan Avenue  
10th Floor  
Lansing, MI 48933

Dear Members of the Lansing City Council,

I am writing to provide my thoughts on the new hotel proposed by Paul Beitler, and the questions that arose by council members about viability of adding more hotel rooms to our downtown. As the developer and neighboring business operator of the Courtyard by Marriott downtown, the newest hotel in Lansing in decades, I have seen the tremendous impact that hotel rooms can have on the economic wellbeing of our business community.

Downtown Lansing has experienced significant growth and revitalization in recent years. With the development of new businesses, cultural attractions, and the post-pandemic return of events and attractions at the Lansing Center, our city has again become a destination for tourists, business travellers, and event attendees. Major events draw large crowds, many of whom seek lodging and entertainment within the downtown area; and this will only increase with the addition of Grewal and the Ovation.

Our city must be ready and able to accommodate visitors as they bring an added energy and economic boost not only to the hotel sector, but to all surrounding business operations. Guests who cannot find lodging downtown are often forced to stay in outlying areas, reducing their engagement with downtown businesses, restaurants, and attractions.

Added hospitality offerings would enhance our capacity to host large conferences, conventions, and events, thereby attracting more visitors and generating greater economic activity. Additionally, it would support our local businesses by increasing foot traffic and customer spending. This growth in tourism and business travel can lead to job creation and a stronger, more vibrant local economy.

As an investor in so many facets of our downtown region, I support the addition of another hotel, as proposed by Mr. Paul Beitler. His addition to the downtown will only help to accommodate those that want to stay here in Lansing and enjoy all that is happening.

Thank you for your time and consideration. I am confident that with your support, we can make significant strides in enhancing the hospitality infrastructure of our beloved city.

In gratitude,



Patrick K. Gillespie

**Resolution #2024-146**

By Council Members Brown, Carter Garza, Hussain, Jackson, Kost, Pehlivanoglu,  
Spadafore

Resolved by the City Council of the City of Lansing

WHEREAS, Tri-County Office on Aging (TCOA) was founded as the Area Agency in 1974 as a Consortium with Clinton, Eaton, and Ingham counties and the cities of Lansing and East Lansing; and

WHEREAS, as a non-for-profit organization, TCOA helps older adults, adults with disabilities, and caregivers access programs and benefits, improve their health, and remain active in their communities; and

WHEREAS, working in partnership with agencies and service providers across the area, TCOA embraces a person-centered philosophy that focuses on how a person wants to live their life while honoring their preferences; and

WHEREAS, to accomplish their mission, they connect people who need help to service providers, volunteers, donors, businesses and governments throughout Clinton, Eaton, and Ingham counties and the cities of Lansing and East Lansing.

NOW, THEREFORE, BE IT RESOLVED that the Lansing City Council hereby, wishes to congratulate the Tri-County Office on Aging on their 50<sup>th</sup> Anniversary and recognize the management and staff on their commitment and hard work. We wish you continued success!

**Resolution #2024-147**

By the Committee on City Operations  
Resolved by the City Council of the City of Lansing

**CONFIRMATION OF SNOW AND ICE REMOVAL ASSESSMENT ROLL WINTER  
2023-2024**

WHEREAS, pursuant to resolution 2024-128, adopted by this Council, the City Council held a public hearing on June 24, 2024, regarding Assessment Roll #SR-2024, for the removal of snow and ice on public sidewalks adjacent to certain properties; and

WHEREAS, the cost incurred between December 1, 2023 and April 30, 2024, by the City totals \$4,676.00; and

WHEREAS, the Committee on City Operations met on July 3, 2024 to review the public hearing findings and removed several properties from the assessment roll; and

NOW, THEREFORE, BE IT RESOLVED, the Lansing City Council hereby directs that special assessment roll number #SR-2024 as returned by the City Assessor, be ratified and confirmed.

BE IT FINALLY RESOLVED, the Lansing City Council hereby directs the City Assessor notify the owners of properties affected by this roll in accordance with City Ordinance 1020.06.

| PARCEL ID      | SITE ADDRESS            | DATE OF SERVICE | SERVICE TIME   | COST              |
|----------------|-------------------------|-----------------|----------------|-------------------|
| 33010505327003 | 5505 S M L KING JR BLVD | 01/22/2024      | F: 101-120 MIN | \$499.00          |
| 33010129258121 | 1120 VICTOR AVE         | 01/22/2024      | B: 21-40 MIN   | \$219.00          |
| 33010129204021 | 1222 COOPER AVE         | 01/23/2024      | C: 41-60 MIN   | \$289.00          |
| 33010129258041 | 1220 VICTOR AVE         | 01/22/2024      | B: 21-40 MIN   | \$219.00          |
| 33010129203201 | 1321 LENORE AVE         | 01/22/2024      | C: 41-60 MIN   | \$289.00          |
| 33010129258201 | 1125 W RUNDLE AVE       | 01/22/2024      | B: 21-40 MIN   | \$219.00          |
| 33010129258191 | 1121 W RUNDLE AVE       | 01/22/2024      | C: 41-60 MIN   | \$289.00          |
| 33010129206262 | 1205 COOPER AVE         | 01/23/2024      | C: 41-60 MIN   | \$289.00          |
| 33010129204001 | 2003 MARION AVE         | 01/22/2024      | F: 101-120 MIN | \$499.00          |
| 33010128426003 | 2701 S CEDAR ST         | 01/18/2024      | F: 101-120 MIN | \$499.00          |
| 33010129128241 | 2012 PATTENGILL AVE     | 01/22/2024      | C: 41-60 MIN   | \$289.00          |
| 33010129208041 | 1218 GORDON AVE         | 01/23/2024      | C: 41-60 MIN   | \$289.00          |
| 33010129257051 | 1406 VICTOR AVE         | 01/22/2024      | C: 41-60 MIN   | \$289.00          |
| 33010504201150 | 410 E JOLLY RD          | 01/22/2024      | F: 101-120 MIN | \$499.00          |
|                |                         |                 |                | <b>\$4,676.00</b> |

**Resolution #2024-148**

By the Committee on Development and Planning  
Resolved by the City Council of the City of Lansing

**Act-3-2024, Eaton Road, Street Vacation**

WHEREAS, The City of Lansing Department of Public Service has requested to vacate a section of Eaton Road located south of West Greenlawn Avenue for the purpose of reducing the maintenance cost to the City in conjuncture with the combined sewer overflow CSO 034E project; and

WHEREAS, no City utilities will remain within the subject right-of-way; and

WHEREAS, on June 4, 2024, the Planning Commission reviewed the location, character, and extent of the proposal for the vacation of the subject right-of-way in accordance with its Act 33 review procedures and voted unanimously (4-0) to recommend approval of Act-3-2024, Eaton Road, Street Vacation, subject to reservation of easement rights requested by the Lansing Board of Water and Light; and

WHEREAS, the Public Service Department updates the Public Street System in accordance with Public Act 51 of 1951, which requires that streets that are not open to automobile traffic be decertified and removed from the Act 51 Street System; and

WHEREAS, the Public Service Department requests to decertify the following street that has been vacated and is no longer open for use by the public:

Eaton Road: Southbound from West Greenlawn Avenue, 148.4 feet; and

WHEREAS, the Committee on Development and Planning has reviewed the report and recommendation of the Planning Commission and concurs therewith;

NOW THEREFORE BE IT RESOLVED, the Lansing City Council hereby approves the request to vacate the Eaton Road right-of-way south of West Greenlawn Avenue, to a distance of 148.4 feet, legally described as:

Beginning at the northwest corner of Lot 193, Greencroft Subdivision; thence along the west line of Lots 193, 192, and 191, south 00°00'00" east 148.40 feet to the south line of the plat of Greencroft Subdivision; thence along the south line of said plat, south 89°30'27" west (recorded as south 89°33' west) 50.00 feet to the southeast corner of Lot 140, Greencroft Subdivision; thence along the east line of said Lot 140, north 00°00'00" west 148.93 feet (recorded as 148.3 feet) to the northeast corner of said Lot 140; thence south 89°23'45" east 50.00 feet to the northwest corner of said Lot 193 and the point of beginning.

With the following condition:

Easement rights for the Lansing Board of Water and Light shall be reserved; and

BE IT FURTHER RESOLVED that the City Council hereby authorizes the decertification of a total of 148.4 feet from the Act 51 Street System; and

BE IT FURTHER RESOLVED that the Act 51 Street System Map be updated to reflect these changes; and

BE IT FINALLY RESOLVED, that upon the condition above being met, and evidence of the same being presented to the City Clerk, the City Clerk shall forward certified copies of the resolution to the Ingham County Register of Deeds for recording and upon return, transmit a copy of the recorded resolution to the Michigan Department of Licensing and Regulatory Affairs, Office of Land Survey and Remonumentation (OLSR), the Planning and Assessor's Offices, the Department of Public Service, and the applicant. The vacation shall be effective upon the date of recording of the resolution with the Ingham County Register of Deeds.



**Resolution #2024-149**

By the Committee on Development and Planning  
Resolved by the City Council of the City of Lansing

Resolved by the City Council of the City of Lansing that a public hearing be set for July 22, 2024, 7 p.m. in City Council Chambers, Tenth Floor, Lansing City Hall, 124 West Michigan Avenue, Lansing, Michigan, for the purpose of receiving comments on the proposed substantial amendment to the Annual Action Plan for FY 2021 (July 1, 2021 to June 30, 2022).

**Resolution #2024-150**

By the Committee on City Operations  
Resolved by the City Council of the City of Lansing

WHEREAS, the Mayor has made the reappointment of Jon Scott as an At-Large member of the Board of Public Service for a term to expire June 30, 2028; and

WHEREAS, the Mayor's office has confirmed that this resolution, that they have vetted the applicant based on the original application and believes that the applicant meets the qualifications as required by the City Charter; and

WHEREAS, the Committee on City Operations met on July 3, 2024 and took affirmative action.

NOW, THEREFORE, BE IT RESOLVED that the Lansing City Council, hereby, confirms the reappointment of Jon Scott as an At-Large member of the Board of Public Service for a term to expire June 30, 2028.

**Resolution #2024-151**

By the Committee on City Operations  
Resolved by the City Council of the City of Lansing

WHEREAS, the Mayor has made the reappointment of Tirstan Walters as an At-Large member of the Park Board for a term to expire June 30, 2028; and

WHEREAS, the Mayor's office has confirmed that this resolution, that they have vetted the applicant based on the original application and believes that the applicant meets the qualifications as required by the City Charter; and

WHEREAS, the Committee on City Operations met on July 3, 2024 and took affirmative action.

NOW, THEREFORE, BE IT RESOLVED that the Lansing City Council, hereby, confirms the reappointment of Tirstan Walters as an At-Large member of the Park Board for a term to expire June 30, 2028.

**Resolution #2024-152**

By the Committee on Development and Planning  
Resolved by the City Council of the City of Lansing

WHEREAS, the Mayor has recommended the appointment of Dustin Howard as a member of the South Martin Luther King Jr. Boulevard Corridor Improvement Authority Board of Directors for a term to expire July 31, 2028; and

WHEREAS, the Mayor's office has confirmed with this resolution, that they have vetted the applicant based on the original application and believes that the applicant meets the qualifications as required by the City Charter ; and

WHEREAS, the Committee on Development and Planning met on June 26, 2024, and took affirmative action.

NOW, THEREFORE, BE IT RESOLVED that the Lansing City Council, hereby, confirms the appointment of Dustin Howard as a member of the South Martin Luther King Jr. Boulevard Corridor Improvement Authority Board of Directors for a term to expire July 31, 2028.

**Resolution #2024-153**

By the Committee on Development and Planning  
Resolved by the City Council of the City of Lansing

WHEREAS, the Mayor has recommended the appointment of Dustin Howard as an At-Large member of the Lansing Entertainment and Public Facilities Authority Board of Commissioners for a term to expire June 30, 2027; and

WHEREAS, the Mayor's office has confirmed with this resolution, that they have vetted the applicant based on the original application and believes that the applicant meets the qualifications as required by the City Charter; and

WHEREAS, the Committee on Development and Planning met on June 26, 2024, and took affirmative action.

NOW, THEREFORE, BE IT RESOLVED that the Lansing City Council, hereby, confirms the appointment of Dustin Howard as an At-Large member of the Lansing Entertainment and Public Facilities Authority Board of Commissioners for a term to expire June 30, 2027.

**Resolution #2024-154**

By the Committee on Ways and Means  
Resolved by the City Council of the City of Lansing

WHEREAS, the City of Lansing desires to adopt more specific guidelines for the granting of poverty exemptions from real property taxation, pursuant to Section 7u of the General Property Tax Act, MCL 211.7u (the "Act"); and

WHEREAS, the Act requires that the guidelines must be determined by the City Council; and

WHEREAS, the Assessor has made recommendations for the guidelines, and the City Attorney has reviewed the same as to form and legal sufficiency.

NOW, THEREFORE, BE IT RESOLVED, that Lansing City Council adopts the following guidelines for granting poverty exemptions for real property taxation in the City of Lansing:

- 1) To be eligible for a poverty exemption from such taxation, a person shall meet all the following on an annual basis:
  - a. Be an owner of and occupy as a principal residence, as defined in the Act, the property for which an exemption is requested;
  - b. File a claim with the City Assessor or Board of Review on a form provided by the City Assessor, accompanied by Federal and State income tax returns for all persons residing in the principal residence, including the contributions of other parties to support the claimant;
  - c. Produce a valid driver's license or other form of identification if requested;
  - d. Produce a deed, land contract or other evidence of ownership of the property for which an exemption is requested, if such proof of ownership is requested by the Assessor or Board of Review;
  - e. Meet the Federal poverty guidelines as updated annually in the Federal Register by the United States Department of Health and Human Services under authority of Section 673 of Subtitle B of Title VI of the Omnibus Budget Reconciliation Act of 1981, Public Law 97-35, 42 U.S.C. 9902;
  - f. File a claim for exemption after January 1, but before the day prior to the last day of the December Board of Review meeting; and
  - g. Have assets, not including the principal residence, less than five times annual household income.
- 2) All poverty exemption applications are considered on a case-by-case basis within the framework of the aforementioned requirements. The amount of relief due to poverty that will be granted by the Board of Review for any qualified applicant will be determined as follows:
  - a. Household income less than or equal to the Federal Poverty Income Standards will be eligible for a 100% exemption.

- b. Household income greater than 100% and less than or equal to 125% of the Federal Poverty Income Standards will be eligible for a 50% exemption.
  - c. Household income over 125% of the Federal Poverty Income Standards will not be eligible for an exemption.
- 3) The Board of Review may deny any appeal, regardless of income, if the financial hardship appears to be self-created by the actions of the person or persons making the application. The Board of Review shall also reject any application where the information contained in it appears fraudulent, misleading, or incomplete. An application is considered incomplete when required supporting documents and information is not included with the application.



**Resolution #2024-155**

By the Committee on Development and Planning  
Resolved by the City Council of the City of Lansing

WHEREAS, the Mayor has recommended the appointment of Tim Daman as a member of the Michigan Avenue Corridor Improvement Authority Board of Directors for a term to expire June 30, 2026; and

WHEREAS, the Mayor's office has confirmed with this resolution, that they have vetted the applicant based on the original application and believes that the applicant meets the qualifications as required by the City Charter; and

WHEREAS, the Committee on Development and Planning met on June 26, 2024, and took affirmative action.

NOW, THEREFORE, BE IT RESOLVED that the Lansing City Council, hereby, confirms the appointment of Tim Daman as a member of the Michigan Avenue Corridor Improvement Authority Board of Directors for a term to expire June 30, 2026.

# DRAFT

## **Resolution #2024-###**

By the Committee on City Operations  
Resolved by the City Council of the City of Lansing

WHEREAS, the Mayor has made the appointment of Charles Paul Calati Jr. as an At-Large member of the Arts and Culture Commission for a term to expire June 30, 2028; and

WHEREAS, the nominee has been vetted by the Mayor's Office and meets the qualifications as required by the City Charter; and

WHEREAS, the Committee on City Operations took affirmative action.

NOW, THEREFORE, BE IT RESOLVED that the Lansing City Council, hereby, confirms the appointment of Charles Paul Calati Jr. as an At-Large member of the Arts and Culture Commission for a term to expire June 30, 2028.

# DRAFT

## Resolution #2024-###

By the Committee on City Operations  
Resolved by the City Council of the City of Lansing

WHEREAS, the Mayor has made the appointment of Alyssa Turcsak as an At-Large member of the Arts and Culture Commission for a term to expire June 30, 2028; and

WHEREAS, the Mayor's office has confirmed that this resolution, that they have vetted the applicant based on the original application and believes that the applicant meets the qualifications as required by the City Charter; and

WHEREAS, the Committee on City Operations met on July 3, 2024 and took affirmative action.

NOW, THEREFORE, BE IT RESOLVED that the Lansing City Council, hereby, confirms the appointment of Alyssa Turcsak as an At-Large member of the Alyssa Turcsak as an At-Large member of the Arts and Culture Commission for a term to expire June 30, 2028.

**Resolution #2024-156**

By the Committee on City Operations  
Resolved by the City Council of the City of Lansing

WHEREAS, the Mayor has made the appointment of Alyssa Turcsak as an At-Large member of the Arts and Culture Commission for a term to expire June 30, 2028; and

WHEREAS, the Mayor's office has confirmed that this resolution, that they have vetted the applicant based on the original application and believes that the applicant meets the qualifications as required by the City Charter; and

WHEREAS, the Committee on City Operations met on July 3, 2024 and took affirmative action.

NOW, THEREFORE, BE IT RESOLVED that the Lansing City Council, hereby, confirms the appointment of Alyssa Turcsak as an At-Large member of the Alyssa Turcsak as an At-Large member of the Arts and Culture Commission for a term to expire June 30, 2028.

**Resolution #2024-157**

By Council Member Kost

Resolved by the City Council of the City of Lansing

WHEREAS, the City of Lansing City Council supports U of M Health-Sparrow in its desire to bring a new psychiatric facility to Lansing and also supports efforts to preserve the historic Eastern High School building; and

WHEREAS, historic Eastern High School was built in 1927 and has been a Lansing community landmark and a beloved Eastside educational institution and Eastern High School is one of only a few buildings left standing in the City of Lansing that has been well preserved and become a landmark for Lansing much like the “Big House” is in Ann Arbor; and

WHEREAS, there are numerous examples of schools of this age being repurposed in Lansing, in Michigan, and around the country instead of being demolished; and

WHEREAS, historic Eastern High School is the alma mater to tens of thousands of proud Quakers who live and work within our community, and the loss of a historic building would be devastating to the identity of Lansing; and

WHEREAS, U of M Health-Sparrow is committed to being a good neighbor in this community, and the community is committed to being a good neighbor to U of M Health-Sparrow; and

WHEREAS, U of M has proposed a 120-unit facility to address one of the most pressing needs in the city with mental healthcare. There is a massive shortage of mental health beds nationally and currently only a few dozen beds in Lansing currently and we are firmly in favor of the additional beds.

NOW THEREFORE BE IT RESOLVED, that the City of Lansing City Council urges the Board of Regents of the University of Michigan to add a psychiatric facility while also or separately preserving the landmark historic Eastern High School building and auditorium.

BE IT FINALLY RESOLVED that the Lansing City Council requests the Lansing City Clerk to send a copy of this resolution to the Board of Regents of the University of Michigan and the President of the University of Michigan.



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## Chris Swope

### Lansing City Clerk

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July 3, 2024

Members of the Lansing City Council  
10th Floor City Hall  
Lansing, MI 48933

Dear Councilmembers:

The Minutes from the Meetings of the following Boards, Commissions, and Authorities of the City of Lansing were placed on file in the City Clerk's Office and are available for review in the City Clerk's Office and at the following website: [Agendas & Minutes | Lansing, MI - Official Website \(lansingmi.gov\)](#)

**BOARD NAME**

**DATE OF MEETING**

Election Commission

April 30, 2024

Economic Development & Planning

May 23, 2024

Lansing Entertainment and Public Facilities Authority

June 11, 2024

If my staff or I can provide further assistance or information relative to the filing of these minutes, please contact us at 483-4133.

Sincerely,

Chris Swope, MMC/MiPMC  
Lansing City Clerk

**Resolution #2024-###**

By the Committee on City Operations  
Resolved by the City Council of the City of Lansing

WHEREAS, the Mayor has made the reappointment of Kimberly Whitfield as the 4<sup>th</sup> Ward member of the Park Board for a term to expire June 30, 2028; and

WHEREAS, the nominee has been vetted by the Mayor's Office and meets the qualifications as required by the City Charter; and

WHEREAS, the Committee on City Operations took affirmative action.

NOW, THEREFORE, BE IT RESOLVED that the Lansing City Council, hereby, confirms the reappointment of Kimberly Whitfield as the 4<sup>th</sup> Ward member of the Park Board for a term to expire June 30, 2028.



## CITY OF LANSING NOTICE OF PUBLIC HEARING

Notice is hereby given that a Public Hearing will be held on **[INSERT DATE]** at 7:00 p.m. in the City Council Chambers, 10th Floor Lansing City Hall, 124 W. Michigan Ave., Lansing, MI, on the proposed Lansing Gateway Corridor Improvement Authority Development and Finance Plan in accordance with the provisions of Part 6, Corridor Improvement Authorities, of the Recodified Tax Increment Financing Act, Public Act 57 of 2018, as amended (the Act) and as defined by Public Act 57 of 2018 as:

In 2009 the City of Lansing used the adopted State Law (Act 280 of 2005) to create what is known as the Lansing Gateway Corridor Improvement Authority (LGCIA) and established a District with eligible property within 500 feet of the centerline of North Grand River, east on Franette Road to Old US 27 on East North Street with branches on North Martin Luther King Boulevard, Turner Road and Capital City Boulevard.

The purpose of the Corridor Improvement Authority Act is to help communities plan for and fund improvements along a corridor. The overall goal is to help support economic development and redevelopment of this area. The types of improvements could include sidewalks/pathways, streetlights, streetscape enhancements, façade improvements, and other public investments which could support and enhance economic development and the quality of life for business owners and residents within this district. The CIA's first task to be able to fund these improvements is to create a Development and Tax Increment Financing Plan. This plan describes the types of activities that the CIA can participate in as well as how those activities are financed. The plan covers a 15-year period and explains how Tax Increment Financing (TIF) will work, which is the primary means in which new projects would be funded. **It is important to note that TIF is not a new tax nor does it raise property owner's taxes.**

City Council will hear comments from citizens, taxpayers and property owners, officials from any affected taxing jurisdiction and any other interested persons. All aspects of the Plan will be open for discussion at the public hearing. Maps, plats, and a description of the development plan, including the method of relocating families and individuals who may be displaced from the area, are available for public inspection at the Lansing City Clerk's Office, 124 W Michigan Avenue, 9th Floor of City Hall, Lansing, MI 48933. The Development and Finance Plan can be found on the Lansing Economic Development website: [Lan Gateway Com Corridor | Lansing Economic Development Corp. \(lansingedc.com\).](http://Lan Gateway Com Corridor | Lansing Economic Development Corp. (lansingedc.com).)

If you are interested in this matter, please attend the public hearing or send a representative. Written comments will be accepted between 8 a.m. and 5 p.m. on City business days if received before 5 p.m., on the day of the Public Hearing at the City Clerk's Office, Ninth Floor, City Hall, 124 West Michigan Ave., Lansing, MI 48933 or email [city.clerk@lansingmi.gov](mailto:city.clerk@lansingmi.gov).

**Resolution #2024-159**

By the Committee on Development and Planning  
Resolved by the City Council of the City of Lansing

A RESOLUTION TO SET A PUBLIC HEARING ON THE DEVELOPMENT  
AND TAX INCREMENT FINANCE PLAN OF  
THE LANSING GATEWAY CORRIDOR IMPROVEMENT AUTHORITY OF  
THE CITY OF LANSING

WHEREAS, the City Council of the City of Lansing, MI, by Resolution 2019-333, passed on December 16, 2019, authorized the creation of the Lansing Gateway Corridor Improvement Authority (the "Authority") by the provisions of the State of Michigan's Corridor Improvement Authority Act, previously Act 280 of 2005 (MCL 125.2871, et seq.), recently reorganized as Part 6 of Act 57 of 2018 (125.4602, et seq.), as amended (the "Act"); and

WHEREAS, the Board of Directors of the Authority met and approved a joint Development and Tax Increment Finance Plan (the "Plan") on June 25<sup>th</sup>, 2024 at a duly noticed public hearing of the Authority; and

WHEREAS, the Board of Directors for the Authority have transmitted the Plan to the City Council of the City of Lansing for review and approval after public hearing; and

WHEREAS, prior to the adoption of a resolution approving the Plan, the City Council of the City of Lansing must hold a public hearing and receive written and spoken comments from members of the public on all aspects of the Plan, in compliance with Section 622 of the Act; and

WHEREAS, prior to the adoption of a resolution approving the Plan, the City Council of the City of Lansing must also provide reasonable opportunity to the taxing jurisdictions levying taxes subject to capture to meet with the governing body, and allow those taxing jurisdictions to present their recommendations at the public hearing on the Plan, in compliance with Section 618 of the Act.

NOW, THEREFORE, BE IT RESOLVED that a public hearing be set for August 26<sup>th</sup>, 2024, at 7:00 P.M. in the City Council Chambers, 10<sup>th</sup> Floor, Lansing City Hall, 124 West Michigan Avenue, Lansing, Michigan, for the purpose of receiving comment from all members of the public and taxing jurisdictions specified herein, on all aspects of the Plan.

BE IT FURTHER RESOLVED that the Lansing City Clerk shall ensure that:

- notice of the time and place of the hearing to be given by publication twice in a newspaper of general circulation, the first of which shall be not less than 20 days before the date set for the hearing; and
- notice of the hearing to be posted in at least 20 conspicuous and public places in the development area not less than 20 days before the hearing; and

- notice to also be mailed to all property taxpayers of record in the development area not less than 20 days before the hearing; and
- notice to also be mailed by certified mail to the governing body of each taxing jurisdiction levying taxes that would be subject to capture if the tax increment financing plan is approved.

BE IT FURTHER RESOLVED that the notice of hearing shall contain all the following:

- a description of the proposed development area in relation to highways, streets, streams, or otherwise; and
- a statement that maps, plats, and a description of the development plan, including the method of relocating families and individuals who may be displaced from the area, are available for public inspection at the Lansing City Clerk's Office, and online at the City of Lansing's website; and
- a statement that all aspects of the development plan will be open for discussion at the public hearing.

BE IT FINALLY RESOLVED that the City Council of the City of Lansing will make and preserve a record of the public hearing, including all data presented at the hearing.

## AFFIDAVIT OF PUBLICATION

I, Stephen Underwood, am a resident of Lansing, County of Ingham, State of Michigan, and do hereby certify, swear, or affirm, that I am competent to give the following declaration based on my personal knowledge, unless otherwise stated, and that the following facts are true and correct to the best of my knowledge: That the attached advertisement – **CP#24-594 – City of Lansing Notice of Public Hearing** – was published Wednesday, July 24, 2024, and that City Pulse satisfies the requirements of 1963 PA 247 MCL 691.1051.b

WITNESS my signature this 24th day of July 2024



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Signature of Declarer

State of Michigan  
County of Ingham

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This instrument was acknowledged before me on July 24, 2024

By Stephen Underwood



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Berl Schwartz, Notary Public

My commission expires January 24, 2025

**CITY OF LANSING  
NOTICE OF PUBLIC HEARING**

Notice is hereby given that a Public Hearing will be held on **August 26** at 7:00 p.m. in the City Council Chambers, 10th Floor Lansing City Hall, 124 W. Michigan Ave., Lansing, MI, on the proposed Lansing Gateway Corridor Improvement Authority Development and Finance Plan in accordance with the provisions of Part 6, Corridor Improvement Authorities, of the Recodified Tax Increment Financing Act, Public Act 57 of 2018, as amended (the Act) and as defined by Public Act 57 of 2018 as:

In 2019 the City of Lansing used the adopted State Law (Act 280 of 2005) to create what is known as the Lansing Gateway Corridor Improvement Authority (LGCIA) and established a District with eligible property within 500 feet of the centerline of North Grand River, east on Franette Road to Old US 27 on East North Street with branches on North Martin Luther King Boulevard, Turner Road and Capital City Boulevard.

The purpose of the Corridor Improvement Authority Act is to help communities plan for and fund improvements along a corridor. The overall goal is to help support economic development and redevelopment of this area. The types of improvements could include sidewalks/pathways, streetlights, streetscape enhancements, façade improvements, and other public investments which could support and enhance economic development and the quality of life for business owners and residents within this district. The CIA's first task to be able to fund these improvements is to create a Development and Tax Increment Financing Plan. This plan describes the types of activities that the CIA can participate in as well as how those activities are financed. The plan covers a 15-year period and explains how Tax Increment Financing (TIF) will work, which is the primary means in which new projects would be funded. **It is important to note that TIF is not a new tax nor does it raise property owner's taxes.**

City Council will hear comments from citizens, taxpayers and property owners, officials from any affected taxing jurisdiction and any other interested persons. All aspects of the Plan will be open for discussion at the public hearing. Maps, plats, and a description of the development plan, including the method of relocating families and individuals who may be displaced from the area, are available for public inspection at the Lansing City Clerk's Office, 124 W Michigan Avenue, 9th Floor of City Hall, Lansing, MI 48933. The Development and Finance Plan can be found on the Lansing Economic Development website: [Lan Gateway Corridor | Lansing Economic Development Corp. \(lansingedc.com\)](http://Lan Gateway Corridor | Lansing Economic Development Corp. (lansingedc.com)).

If you are interested in this matter, please attend the public hearing or send a representative. Written comments will be accepted between 8 a.m. and 5 p.m. on City business days if received before 5 p.m., on the day of the Public Hearing at the City Clerk's Office, Ninth Floor, City Hall, 124 West Michigan Ave., Lansing, MI 48933 or email [city.clerk@lansingmi.gov](mailto:city.clerk@lansingmi.gov).

**CP#24-594**

**Resolution #2024-###**

By the Committee on Development and Planning  
Resolved by the City Council of the City of Lansing

A RESOLUTION TO APPROVE THE DEVELOPMENT AND  
TAX INCREMENT FINANCE PLAN OF THE LANSING GATEWAY CORRIDOR  
IMPROVEMENT AUTHORITY OF THE CITY OF LANSING

WHEREAS, the City Council of the City of Lansing, MI, by Resolution 2019-334, passed on December 16, 2019, authorized the creation of the Lansing Gateway Corridor Improvement Authority (the "Authority") by the provisions of the State of Michigan's Corridor Improvement Authority Act, previously Act 280 of 2005 (MCL 125.2871, et seq.), recently reorganized as Part 6 of Act 57 of 2018 (125.4602, et seq.), as amended (the "Act"); and

WHEREAS, the Board of Directors of the Authority met and approved a joint Development and Tax Increment Finance Plan (together, the "Plan") on June 25, 2024 at a duly noticed public hearing of the Authority; and

WHEREAS, the Board of Directors for the Authority have transmitted the Plan to the City Council of the City of Lansing for review and approval after public hearing; and

WHEREAS, the City Council of the City of Lansing held a public hearing and received comments from members of the public, and each taxing jurisdiction levying taxes that would be subject to capture if the tax increment financing plan is approved, on all aspects of the Plan, on **[INSERT DATE]**, and in compliance with Sections 622 & 618 of the Act; and

WHEREAS, after public comment the Plan was reviewed by the Committee on Development and Planning, and further by City Council as a whole, with particular attention to the following considerations:

- a) whether the plan meets the requirements under section 620(2) of the Act;
- b) whether the proposed method of financing the development is feasible and the authority has the ability to arrange the financing;
- c) whether the development is reasonable and necessary to carry out the purposes of the Act;
- d) whether the land included within the development area to be acquired is reasonably necessary to carry out the purposes of the plan and of this part in an efficient and economically satisfactory manner;
- e) whether the development plan is in reasonable accord with the land use plan of the municipality;
- f) whether public services, such as fire and police protection and utilities, are or will be adequate to service the project area;
- g) whether changes in zoning, streets, street levels, intersections, and utilities are reasonably necessary for the project and for the municipality; and

- h) whether the Plan is consistent with and supports the Qualified Development Area containing Transit-Oriented Development.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Lansing determines that the Plan, containing both a Development Plan and Tax Increment Finance Plan, constitutes a public purpose.

BE IT FURTHER RESOLVED that the City Council of the City of Lansing finds that:

- a) the plan meets the requirements under Section 620(2) of the Act;
- b) the proposed method of financing the development is feasible and the authority has the ability to arrange the financing;
- c) the development is reasonable and necessary to carry out the purposes of the Act;
- d) no land included within the development area is required to be acquired to fulfill the Plan, but any ancillary acquisition that may become necessary is reasonably necessary to carry out the purposes of the Plan and of the Act in an efficient and economically satisfactory manner;
- e) the Plan is in reasonable accord with the land use plan of the City of Lansing;
- f) public services, such as fire and police protection and utilities, are or will be adequate to service the project area;
- g) any changes in zoning, streets, street levels, intersections, and utilities are reasonably necessary for the project and for the City of Lansing; and
- h) the Plan is consistent with and supports the Qualified Development Area containing Transit-Oriented Development.

BE IT FINALLY RESOLVED that the City Council of the City of Lansing approves the Plan without modification.





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Chris Swope  
Lansing City Clerk

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July 3, 2024

President and Council Members  
10th Floor City Hall  
Lansing, MI 48933

Dear President and Council Members:

My office has received and placed on file this document:

The Lansing Gateway Corridor Improvement Authority (LGCI) Development  
and Tax Increment Financing Plan

This document is available for review at the office of the City Clerk or at  
<http://www.lansingmi.gov/clerk> under the heading of [Public Notices & Documents  
Placed on File](#).

Sincerely,

Chris Swope, MMC/MiPMC  
Lansing City Clerk



## LANSING CITY COUNCIL

### GRANT INFORMATION FORM

(Required for all grant applications and acceptances)

REFERRAL DATE:

GRANT NAME: JNCF (Jackson National Charitable Foundation) - Jackson Charitable Grants

DEPARTMENT: Economic Development and Planning

CONTACT PERSON (INCLUDE EMAIL AND PHONE): Amber Paxton [amber.paxton@lansingmi.gov](mailto:amber.paxton@lansingmi.gov)

APPLICATION DATE: March 11, 2024

AWARD DATE: May 20, 2024

GRANT CYCLE: July 1, 2024 – June 30, 2025

Check One: ☐ Annual ☒ One-Time

FUND AMOUNT: \$60,000.00

(Breakdown below should total this amount)

|                             |                                                 |
|-----------------------------|-------------------------------------------------|
| GOODS & SERVICES            | \$                                              |
| PERSONNEL                   | \$ 50,000 (toward additional staff)             |
| CONSTRUCTION                | \$                                              |
| LAND                        | \$                                              |
| OTHER (Misc operating)      | \$10,000 (referral partner & client incentives) |
| CITY MATCH (IF APPLICABLE): | \$ N/A                                          |

GRANT PAYS FOR: To support a qualified, experienced financial counseling team that is competitively compensated for our market and the activities necessary to build and maintain strong integrated service partnerships with nonprofits to make referrals to the FEC.

FUND ALLOCATIONS (Please describe the purpose of the grant and allowable uses):

Jackson (aka Jackson National Life) staff both in their Lansing and Nashville facilities have been meeting regularly with OFE staff for several years because they feel strongly about increasing the scale of financial empowerment (via free, professional, one-on-one financial counseling) in both communities. The expected outcome of the dollars is that we will serve at least 300 clients by June 30, 2025; ensure that at least 67% of clients who are served by financial counseling show measured improvement in their financial security, as evidenced by achieving at least one financial outcome: reduce non-mortgage debt by 10% or more; increase savings by 2% of net annual income or more; improve credit score by 35 points or more, or open a safe and affordable bank account. The OFE will also engage in sponsored marketing to our

target demographic, provide referral incentives to current clients, and set up 3-5 service integrations with community partners.

To ensure 200 clients achieve a financial outcome, counselors will engage new clients in our financial health assessment to baseline data; set financial goals and create action plans; support clients to implement their action plan in follow-up sessions; ensure clients complete a financial health assessment every 3-6 months; and review quality assurance reports to flag missing data and identify clients to be reengaged for the purpose of outcome achievement.

## Jackson, Brian

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**From:** Paxton, Amber  
**Sent:** Friday, May 17, 2024 10:05 AM  
**To:** Qawwee, Angie  
**Subject:** FW: [EXTERNAL] Your Application Submission

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**From:** Kursik, Megan <Megan.Kursik@lansingmi.gov>  
**Sent:** Friday, May 17, 2024 9:59 AM  
**To:** Paxton, Amber <Amber.Paxton@lansingmi.gov>  
**Subject:** Fw: [EXTERNAL] Your Application Submission

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**From:** Jackson Corporate Philanthropy <mail@grantapplication.com>  
**Sent:** Monday, March 11, 2024 4:57 PM  
**To:** Kursik, Megan <Megan.Kursik@lansingmi.gov>  
**Subject:** [EXTERNAL] Your Application Submission

Thank you for your submission. Your application has been submitted successfully, and the tracking number is 29426. You will be receiving more information on the status of your application shortly. For your records, here is a copy of the contents of your application.

We are interested in your anonymous feedback regarding the application process:  
<https://forms.office.com/r/xmcnUjg3KE>

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### JNCF Charitable Grant

**Thank You! Your application has been submitted.**

**Before You Begin**

### Jackson Charitable Grants

Charitable organizations interested in applying for a grant from Jackson are encouraged to submit this application for consideration. Jackson employees who serve on the Grants Advisory Committee will review all applications and approve funding decisions. Jackson directs the majority of its funding to nonprofit charitable organizations that support strong families and economic opportunities in those communities in which Jackson operates. Please contact Jackson at 877-930-3843 or [corporatephilanthropy@jackson.com](mailto:corporatephilanthropy@jackson.com) with any questions.

### Some quick tips for using this online application form:

- Copy and paste as needed.
- Log into your account at [https://www.GrantRequest.com/SID\\_5450?SA=AM](https://www.GrantRequest.com/SID_5450?SA=AM) to access saved and submitted requests.

- Add mail@grantapplication.com to your safe senders list to ensure you receive all system communications.
- Before filling out the application, you may find it helpful to click the "Printer Friendly Version" button above. This will offer a preview of all of the questions on the application.
- You have the ability to save and come back to your application at a later time by clicking the "Save & Return to My Account" button at the bottom of each screen.
- To move to the next page, please click the "Next Page" button at the bottom of the page or click the page number at the top of the page to jump to that page.
- Do *not* use the "Back" or "Forward" buttons on your browser to navigate through this application.
- PLEASE NOTE: This application uses word limits, not character limits. Questions with word limits will display a live word counter below the question field. *Word limits will not be enforced until you submit your application.* Please be mindful of this as you fill in these fields.
- You might want to consider utilizing a word-processing tool (i.e. Microsoft Word), and then cutting and pasting your answers into the application.
- **When clicking the "Review Before Submitting" button:** You will be required to review the entire application one final time before clicking the "Submit Application" button at the bottom of the screen.

## Organization

### Organization Name

The name of the organization, which you are representing for the purposes of the Jackson grant application.

City of Lansing Office of Financial Empowerment (OFE)

### Mission Statement

Through financial empowerment programs and policies, including banking access, financial counseling and education, savings and asset building, the Lansing OFE empowers residents to achieve their financial goals.

### Website Address

Please provide your organization's web address.

<https://www.lansingmi.gov/165/Office-of-Financial-Empowerment>

### Geographical Area Served

Select a geographic area that is served by this program.

Greater Lansing Area (United States-Michigan)

### Organizational History

Please provide your organization's brief history.

The Lansing OFE was launched in response to the Great Recession, when residents faced unprecedented barriers to economic mobility, with more than 10% of working age residents unemployed and 40% of residents living in poverty. With initial philanthropic investment, the OFE began offering financial counseling to Lansing residents in 2013. By 2016, the City committed to publicly fund financial counseling through an annual General Fund allocation and launched Lansing SAVE, providing savings accounts for all Lansing children. Since then, the OFE has doubled down on consumer protections and support for populations with particular barrier to financial security.

### Organizational Vision & Purpose

Please describe your organization's current vision and purpose.

Economically strong families are better able to weather economic shocks, contribute to and grow the local economy, and help their children succeed. The Lansing OFE seeks to leverage the size and scale of municipal government to improve resident economic security and mobility through integrated financial empowerment programs and policies, including banking access, financial counseling and education, savings and asset building, and consumer financial protection.

### Organizational Program & Services

Please describe your organization's primary program and services provided in the community. Use bulleted lists when possible.

- Financial counseling: residents work with a financial counselor to set goals, reduce debt, save, and build their credit
- Children's savings accounts: children attending public school in Lansing receive a seeded savings account for their future college and career training expenses, along with financial education offered in school and at community events
- Consumer protections: residents can access online education to navigate rental housing, home repair, vehicle repair, short term loans, and identity theft
- Re-entry: returning citizens are provided transitional housing and receive financial counseling services
- Pilots: residents receive targeted services to test new financial empowerment interventions

#### Organization Type

Please select the type that best fits the organization's mission and services.

Financial Literacy

#### Primary contact for the purpose of this Request

Prefix



<None>

First Name



Amber

Last Name



Paxton

Suffix



<None>

Title

Director, Lansing Office of Financial Empowerment

Office Phone

517.483.4530

Email

amber.paxton@lansingmi.gov

Mailing Address

1221 Reo Road

City



Lansing

State



MI

Zip Code



48910

## Project

### Project/Program Name:

The name of the project/program, which you are representing for the purposes of the Jackson Grant application.

Lansing Financial Empowerment Center (FEC)

### Project/Program Description:

Please provide a brief description of your project/program.

The Financial Empowerment Center (FEC) provides free financial counseling to Lansing residents. The funding requested will support a qualified, experienced financial counseling team that is competitively compensated for our market and the activities necessary to build and maintain strong integrated service partnerships with nonprofits to make referrals to the FEC.

### List the goals of the project/program:

Provide your response in a numbered list, with the primary goal in the first position. When possible provide a SMART goal (specific, measurable, attainable, relevant, time specific).

1. Serve at least 300 Lansing residents with free financial counseling sessions from July 1, 2024, to June 30, 2025
2. Ensure at least 67% of clients who are served by financial counseling show measured improvement in their financial security, as evidenced by achieving at least one financial outcome (reduce non-mortgage debt by 10% or more; increase savings by 2% or greater; improve credit score by 35 points or more; open a safe and affordable bank account)

### What actions or tactics will be used to reach these goals?

Please specify what activities are planned in order to meet each goal listed in the previous question.

To ensure we reach 300 residents, we will engage in sponsored marketing to our target demographic, provide referral incentives to current clients, and set up 3-5 service integrations with community partners.

To ensure 200 clients achieve a financial outcome, counselors will engage new clients in our financial health assessment to baseline data, set financial goals, and create action plans; support clients to implement their action plan in follow-up sessions; ensure clients complete a financial health assessment every 3-6 months; and review quality assurance reports to flag missing data and identify clients to be reengaged for the purpose of outcome achievement.

### Program Area

Select a program area that best describes the services provided by this program.

Economic Opportunities-Financial education and coaching

### In one sentence, briefly describe the target population served.

Include the neighborhood focus, if relevant. You will be able to provide more detail about the population in the selections below.

The Financial Empowerment Center serves any resident of Lansing, with a focus on serving individuals who live at or near the poverty threshold and with particular barriers to financial security.

### Predominant population served

If your program serves individuals at 50% or greater that identify with these descriptions, please select all that apply. Example: A food bank may serve a wide variety of individuals, many identifying with some or all of these categories, but is not the primary focus or targeted population for services provided. However, a food pantry program that has a maximum income restriction, and serves 100% of individuals identifying as "economically challenged" would select that category.

Economically Challenged (100%)

Provide an estimated breakdown of the population served by this project/program by percentage.

Young Adult (19-26) (10%)

Adult (27-40) (23%)

Adult (41-60) (42%)

Seniors (60+) (25%)



### Cultural background

Estimated percentages are acceptable. (Select all that apply)

Black (43%)

Asian American Pacific Islander (1%)

White (48%)

Latinx (8%)

### Gender

Provide an estimated breakdown of gender(s) served by this program by percentage.

Women (60%)

Men (39%)

Non-disclosed (1%)

How many people are served by the project/program?:

The number of individual people directly served by this project/program.

300

Select one of the four descriptors of the type of engagement the program has with the population served.

- Limited Intervention: might describe a program where materials are delivered to clients, but no ongoing, or very limited, in-person interaction is involved.
- Extensive intervention might describe a program where clients spend one hour a week completing education and coaching for several months.
- A small number of clients is typically less than 250 clients annually.
- A large number of clients is typically greater than 250 clients annually.

Deep (extensive intervention with large number of clients)

### Project/Program Start Date



4/1/2024

### Project/Program End Date



5/31/2025

## Inclusive Collaboration

How has the population you are serving with this project been involved in the solution?

Were potential clients engaged in the planning process for this program? Do you regularly receive client feedback? Did you utilize any existing surveys or reports to inform your program design?

During the first 3 years after the FEC launch (2013-2016), we offered every client the opportunity to submit written feedback on their experience and offer recommendations for improvement via a standard feedback form. We used this feedback to celebrate positive client experiences and achievements publicly (annual FEC awards!) and to identify coaching and professional development opportunities for counselors. Since then, the nonprofit partner contracted to implement the FEC's services did not regularly engage clients in feedback. Moving forward, we will re-institute our counseling session feedback requests at the close of each session and will look to incorporate technology into this process by using tools such as automated text messages to request feedback via online survey(s). We plan to use testimonials and other feedback provided by clients in future marketing and engagement materials to expand our client base, in ongoing refinement of our service integration partnerships, and in regular monthly coaching and professional development sessions offered to our staff.

Who are your partners in the execution of this work?

Please list partners. Partners may include other nonprofits, governmental entities, grassroots organizations, community-led initiatives, etc., who through either informal or formal partnerships, complete program activities, planning, tracking or other elements in collaboration with your agency.

Current partners providing referrals to the FEC include Ingham County Parole (referrals for clients of the OS Re-Entry Housing Program); Lansing Economic Area Partnership (referrals for small business owners); Lansing Promise (referrals for high school and college students who qualify for the Promise Scholarship); 54A District Court (referrals for individuals in domestic violence court, sobriety court, and eviction diversion court). Through this project, we plan to begin working with 5 new integrated service partners.

To the best of your knowledge, list other organizations that are working to solve the problem this project addresses in the *local community*?

Please list organizations below. Organizations may include other nonprofits, governmental agencies, private businesses, community-led initiatives, etc., who engage in similar programming. These organizations may or may not work in partnership with your agency.

To the best of our knowledge, other providers in Lansing who offer financial counseling or education include Capital Area Community Services (one-on-one financial counseling for individuals at risk of tax foreclosure who are referred by the County Treasurer's Office); CASE Credit Union

(budget counseling for credit union members); Capital Area Housing Partnership (homebuyer/foreclosure prevention/rental counseling to qualifying individuals and financial workshops open to the public); Michigan State University Extension (financial workshops open to the public).

If relevant, how are volunteers typically engaged in this program?

If volunteers are not engaged in this program, please indicate that as well.

We do not engage volunteers in our program.

## Creative Solution

If this project/program has been conducted in the past, briefly describe the historical outcome of this program. Tell us about any major successes, failures, barriers or challenges currently or historically and any adjustments made to the program in response to those challenges. Please only complete this question if you have conducted this project/program in the past. If not, please complete the next question.

Since 2013, the Financial Empowerment Center has served 5,579 Lansing residents, assisting them to build financial security through decreasing debt (\$13,798,937 aggregate client non-mortgage debt reduction), increasing savings (\$1,170,133 aggregate client savings increase), and improving credit (566 clients increased their credit score by 35 points or more). However, over the past several years, the FEC encountered a challenge to its mandate to provide services to all Lansing residents through integrated services with a range of partners - contracting with a single nonprofit provider led to a decrease in total clients served year over year due to the loss of nearly all service integration partnerships developed by the City during the first three years of the FEC's existence. We (the City) are therefore adjusting our approach by bringing service provision and partnership development in-house. Through this project, we will develop the internal staff we need to provide high quality, outcomes-driven financial counseling and utilize our relationships with numerous nonprofits and other service providers in Lansing to increase referrals to the FEC through integrated service partnerships.

If this project/program has not been conducted in the past, tell us how your solution is different or better than others who have attempted to solve this problem. Why do you think it will be successful?

Please only complete this question if you have not conducted this project/program in the past.

Is there any additional information about the project/program or organization that would be helpful for us to know?

This question is optional.

We would love to send you our quarterly FEC outcomes reports and invite you to attend interactions with our counselors and partners. For example, a Jackson representative could shadow a case consultation session with our coaches and program manager and/or a representative could also attend our partner trainings.

## Funding

Type of Support

Select the type of support being requested for this program.

General Operating Support

Amount of funding requested:

The amount of funding requested for this program/project. Please use a number, dollar sign (\$) is not allowed.

60000

Total fundraising goal for project/program:

The target amount of fundraising desired for this project/program. Please use a number, dollar sign (\$) is not allowed.

90950

Briefly describe how you will utilize grant funds to implement this program.

With one fifth of households in Lansing living in poverty, our top priorities at this time are to expand the number of Lansing residents served annually by the FEC as well as the number of residents who achieve at least one financial outcome as part of receiving services from the FEC (decrease debt, increase savings, improve credit, maximize banking services). Therefore, the grant funds requested will be utilized toward additional personnel costs required to increase the salary and benefits of our financial counseling team, so that they can be fairly compensated in our market for the expectations of the job. For us, this means a salary at or above the median income in Lansing, requiring an increase of at least 32% from the prior nonprofit partner's salary threshold for financial counselors. We believe that by more competitively compensating our team, we will attract and reward the experience and performance necessary to achieve our outcome goals, as well as ensure that our own staff can adequately provide for themselves and their families.

Total organizational budget for current year:

The budget of your organization for this year. Please use a number, dollar sign (\$) is not allowed.

1549992

Please provide a breakdown of your revenue sources as a percentage of your total revenue.

Total must equal 100%.

% of Revenue from Government Grants (52%)

% of Revenue from Private Foundation Grants (1%)

% of Revenue from Other Sources (47%)

Sources of financial support for this project/program (list largest supporters first):

Include the source, amount and whether it is secured or pending in the following format. Example: ABC Foundation - \$10,000 - Pending

City of Lansing General Fund - \$190,000 - secured

American Rescue Plan Funds - \$100,000 - secured

Jackson Grant for Relaunch Project - \$15,000 - secured

Additional private foundation grants - \$90,950 - pending

How many individuals serve on the organization's Board of Directors?

Include full-voting board members only.

0

In the last fiscal year, what percentage of your board contributed personally to the organization?

Include financial contributions only in calculating this percentage.

N/A

Please provide a planned budget for your project/program.

Spreadsheets are preferred. Please include anticipated expenses and sources of revenue for this program. Please note: you must click "Upload" after choosing a file.

FEC Relaunch Year 1 budget.xlsx

W-9: Current, Signed and Dated Version

Please note: you must click "Upload" after choosing a file.

COL W9.pdf

Copy of Most Recent Form 990

Please note: you must click "Upload" after choosing a file.

2022 to 2023 Fiscal Year Annual Comprehensive Financial Report (PDF).pdf

### Submission

The information contained herein, to the best of my knowledge, provides an accurate representation of the proposed program/project and sponsoring organization.

Yes

After pressing Submit, you will receive an email confirming receipt of your completed application. A copy of your application will be attached for your records.

**Resolution #2024-161**

By the Committee on Ways and Means  
Resolved by the City Council of the City of Lansing

WHEREAS, the City of Lansing submitted a grant proposal on March 11, 2024, to request funding in the amount of \$60,000.00 to support the Financial Empowerment Center (FEC) program; and

WHEREAS, the City of Lansing's Office of Financial Empowerment, which is as of July 1, 2024 part of the Department of Economic Development and Planning, will be receiving said funding from Jackson National Charitable Foundation (JNCF) for the purposes of increasing the capacity of the Financial Empowerment Center in the 2024-2025 fiscal year; and

WHEREAS, this funding was the result of a competitive proposal process; and

WHEREAS, the award for \$60,000.00 does not require a local match.

NOW, THEREFORE, BE IT RESOLVED, the Lansing City Council approves acceptance of the Financial Empowerment Center funding in the total amount of \$60,000.00 for the period beginning on the date of council approval for the City of Lansing and ending on June 30, 2025.

BE IT FINALLY RESOLVED, the Administration is authorized to create appropriate accounts and to make the necessary operating transfers for the expenditure and control of the balance of the grant funds.

**Resolution #2024-162**

By the Committee on Ways and Means  
Resolved by the City Council of the City of Lansing

WHEREAS, the Ingham County Board of Commissioners under Resolution #24-178 approved reallocation of funding from TR028/TR071 Bear Lake Pathway/US127 Pathway to #TR133 Corporate Research Park Pathway in the amount of \$283,067.99 toward the projected project and #TR041 Fenner Pathway in the amount of \$173,935.75 for a total project amount of \$629,185.75; and

WHEREAS, the Ingham County Board of Commissioners under Resolution #24-178 approved to extend the expiration date of projects #TR040 (Bridge #CL-21-LTE-RC Removal and Replacement), #TR072 (CL-26-LT-GR Bridge Rehabilitation), TR073 (CL-25-LT-GR Bridge Rehabilitation), #TR076 (CL-11-LTE-RC Bridge Rehabilitation), #TR077 (CL-28-LT-GR Bridge Rehabilitation), and #TR109 (River Trail Overband and Crack Sealing) to December 31, 2024; and

WHEREAS, the Parks and Recreation Department is requesting acceptance of the Ingham County trails and parks millage re-allocation funding and extensions; and

WHEREAS, the City of Lansing recognizes the importance of the continued maintenance of these and other enhancements and has committed to implementing a maintenance plan/program over the design life of the facilities and has budgeted specific monies to ensure the continued maintenance of the enhancements; and

WHEREAS, the Administration and the City Council recognize the importance and need for safe recreation and non-motorized transportation facilities.

NOW, THEREFORE, BE IT RESOLVED, the Lansing City Council, hereby, approves acceptance of the Ingham County parks and trails millage re-allocation funding and contract extensions.

BE IT FINALLY RESOLVED, the Administration is authorized to receive the funds, create the necessary accounts, and make necessary transfers for their administration in accordance with the requirements of the grantor.

**Resolution #2024-166**

By the Committee on Ways and Means  
Resolved by the City Council of the City of Lansing

WHEREAS the City of Lansing has installed publicly available electric vehicle charging stations at a number of locations within the City; and

WHEREAS the City intends to charge users to cover the costs incurred to operate and maintain a public available charging network, including electricity, capital replacement and network expansion costs; and

WHEREAS the user charge may be per minute, per kilowatt hour of electricity used, or a combination of the two.

NOW, THEREFORE, BE IT RESOLVED that the Lansing City Council approves maximum user fee of up to \$.10 per minute and \$.30 per kilowatt hour (Kwh) for Level 2 chargers.

BE IT FURTHER RESOLVED that these fees will be reviewed at least annually to ensure they are covering all costs associated with these charging stations and that appropriate fees will be established for Level 3 chargers if they are installed.

**Resolution #2024-###**

By the Committee on Public Safety  
Resolved by the City Council of the City of Lansing

WHEREAS, the Code Compliance Officer has determined that the building located at 1342 N. WALNUT ST., 33-01-01-09-180-011 S 21 FT LOT 8 & N 26 FT LOT 7; SMITH'S SUB OF LOT 3 & PART OF LOT 4 BLOCK 25, City of Lansing, is an unsafe or dangerous building as defined in Section 108.1 of the International Property Maintenance Code as adopted by Lansing Codified Ordinance 1460.01, and the Housing Law of Michigan, and the building was red tagged on 3/06/2014; and

WHEREAS, a hearing was held by the Lansing Demolition Board on 05/23/2024, at which the Hearing Officer determined that said building was an unsafe and dangerous building and ordered the building demolished or made safe by 06/27/2024; and

WHEREAS, said Hearing Officer filed a report of their findings and order with the City Council and requested the City Council to take appropriate action under the Lansing Codified Ordinances and the Housing Law of Michigan; and

WHEREAS, the Housing Law of Michigan and Lansing Codified Ordinances require a hearing be conducted to give the property owner an opportunity to show cause why a dangerous structure should not be demolished or otherwise made safe; and

WHEREAS, the City Council held a public show cause hearing on \_\_\_\_\_ 2024, to review the findings and the order of the Hearing Officers, and the owners were notified in writing of said hearing and had an opportunity to appear and show cause why said building should not be demolished or otherwise made safe; and

WHEREAS, the Code Compliance Office has determined that compliance with the order of the Lansing Demolition Hearing Board Officer has not occurred.

NOW, THEREFORE, BE IT RESOLVED that the owner(s) of 1342 N WALNUT ST., as legally described above, are hereby directed to comply with the order of the Hearing Officers to demolish or otherwise make safe the said building within **30 days** from the date of this resolution, \_\_\_\_\_ 2024.

BE IT FURTHER RESOLVED that the property owner(s) is hereby notified that this order must be appealed within twenty days pursuant to MCL 125.542 and should the owners fail to comply with the Hearing Officers' order for demolition or make safe, the Code Compliance Officer is hereby directed to proceed with demolition of said building.

BE IT FURTHER RESOLVED, whether demolition is accomplished by said property owner or the City, that appropriate seeding and restoration of property take place to avoid run-off to adjacent properties.

BE IT FURTHER RESOLVED that if the demolition is accomplished by the City, the cost



of such demolition shall be a lien against the real property and shall be reported to the City Assessor.

BE IT FINALLY RESOLVED that the owners in whose name the property appears upon the last local tax assessment record shall be notified by the City Assessor of the amount of such cost by first class mail at the address shown on the records. Upon the owner's failure to pay the same within thirty (30) days after mailing by the City Assessor of the notice of the amount thereof, the amount of said costs shall be a lien and shall be filed and recovered as provided by law and the lien shall be collected and treated in the same manner as provided for property tax liens under the general property tax act.

|                                             |                                                                               |                              |
|---------------------------------------------|-------------------------------------------------------------------------------|------------------------------|
| CITY OF LANSING<br>DEMOLITION HEARING BOARD | <b>ORDER TO MAKE SAFE,<br/>DEMOLISH OR MAINTAIN<br/>BUILDING OR STRUCTURE</b> | FILE NO.<br><b>D2024-008</b> |
|---------------------------------------------|-------------------------------------------------------------------------------|------------------------------|

Matter of the building/structure at 1342 N WALNUT ST. which is a ☒ dwelling ☐ garage ☐ other

1. Date of hearing: MAY 23, 2024 Hearing Officers: DAVE MUYLLE, JOSEPH VITALE, KIMBERLY SHIREY
2. WALTER ALLEN, Code Compliance MANAGER of the City of Lansing, has filed a copy of a notice that the subject building/structure is dangerous. The copy of the notice is attached.

**THE HEARING OFFICER FINDS THAT:**

3. Notice of this hearing was properly served on the  
☐ rental registration owner(s)  
☒ Owner's or party in interest on City tax assessment record
4. The building/structure ☒ is ☐ is not a dangerous building as defined in MCL 125.539, specifically (see attached)
5. ☒ The building/structure has remained unoccupied for 180 consecutive days or more and is not listed for sale, lease or rent with a licensed real estate broker.
6. ☐ The building/structure has been substantially destroyed by ☐ fire ☐ wind ☐ flood  
☒ other:
7. The state equalized value of the building/structure is \$52,600.00
8. The cost to repair the building or structure to make it safe is \$165,285.00
9. The real estate is described as follows:

**Parcel Number: 33 01 01 30 476 085**

**S 21 FT LOT 8 & N 26 FT LOT 7; SMITH'S SUB OF LOT 3 & PART OF LOT 4 BLOCK 25, City of Lansing**

**IT IS ORDERED THAT:**

10. ☐ The matter is closed.  
☒ The building/structure shall be made safe or demolished on or before 6/27/24.  
☐ The case be tabled until \_\_\_\_\_.
- ☐ The building or structure shall be demolished on or before \_\_\_\_\_ if not made safe as ordered herein.
- ☐ (If finding #5 is made) The exterior of the building shall be maintained, including  
☐ lawns, trees and shrubs ☐ paint on structure ☐ other \_\_\_\_\_ on or before \_\_\_\_\_.

5/23/24  
Date

  
Hearing Officer

**OFFICE OF CODE ENFORCEMENT**  
**DEPARTMENT OF ECONOMIC DEVELOPMENT & PLANNING**  
**INTEROFFICE MEMO**

To: Walter Allen, Interim Code Enforcement Manager  
From: Amy Castillo, Code Enforcement Officer  
Date: 06/12/23  
Subject: Request for demolition of 1342 N Walnut St.

**STATEMENT OF FINDINGS:**

A safety inspection was conducted at the dwelling by Code Enforcement Officer Cameron Priest on March 06, 2014, and by Code Officer Walter Allen on February 8, 2023. Both inspections revealed violations which constituted threats to the health, life and safety of any persons using this structure. This dwelling has been vacant and placarded condemned / unsafe since the safety inspection dated March 06, 2014.

Therefore, I am requesting this structure be demolished.

Estimate of Cost of Repairs:  
(Total cost to renovate per square foot)

Total Cost to Renovate the Dwelling.....\$ 165,285.00

*Jon Snyder*  
const. cost.

2021 Assessed Value of the Dwelling.....\$50,100.00



## Economic Development & Planning Code Enforcement Office

316 N. Capitol, Ste C-1, Lansing, MI 48933-1238  
(517) 483-4361 FAX (517) 377-0100

Notice Printed: 02/10/2023

### Unsafe and Dangerous Correction Notice

917 CHITTOCK STREET L L C  
114 BANK ST  
LANSING, MI 48911

Inspection Type: Safety  
Inspection Date: 02/08/2023  
Compliance Due Date: 03/10/2023

### Warning:

*Failure to comply with the requirements of this notice may result in the issuance of a Municipal Civil Infraction Violation Ticket. (Fines: \$500 per day for each violation)*

|                     |                     |
|---------------------|---------------------|
| Violation Location: | 1342 N WALNUT ST 1  |
| Parcel No:          | 33-01-01-09-180-011 |

The above referenced address was found to have certain violations of the Lansing Housing and Premises Code, Chapter 108 of the Code of Ordinances. **The violations are listed below and must be corrected by the compliance due date.**

A complete inspection of this multi-unit building was done and the following violations were found:

INSPECTOR COMMENTS: Safety inspection conducted with Neil Wright.

NOTE: Some listed corrections may require mechanical, plumbing, electrical, demolition or building permits from The Building Safety Office. You can call (517-483-4355) to determine if State Law requires a permit for your particular repair / correction. Or you may contact the following inspectors directly by email with any questions or concerns: Building Inspector, Jerry.Dunham@lansingmi.gov, Electrical Inspector, Brian.Carter@lansingmi.gov, Plumbing Inspector, Dave.Burton@lansingmi.gov, Mechanical Inspector, Brian.Shields@lansingmi.gov

INSPECTOR COMMENTS: Missing - damaged drywall throughout both units. Missing plumbing pipes and fixtures throughout both units, including kitchens and bathrooms. Canceled mechanical and plumbing permits for furnace and water heater. Missing wiring, outlets and switches throughout both units. The entire building has been striped down to the studs throughout. Canceled - expired Mechanical, plumbing, electrical and building permits. Bring the entire structure up to code with the benefit of permits.

No access to basement at the time of inspection.

This dwelling has been declared an UNSAFE STRUCTURE as defined in section 108 of the Lansing Housing and Premises Code. Signs have been posted at each entrance that read - DO NOT ENTER, UNSAFE TO OCCUPY. It is a misdemeanor to occupy this building, or to remove or deface this notice. Said dwelling shall remain vacant until this office has conducted a complete inspection and approved all corrections.

Failure to comply by the compliance due date may result in the issuance of a Municipal Civil Infraction. Violation with **Fines: \$500 per day for each violation.**

Pursuant to Section 107.2 of the IPMC, you have the right to appeal this notice of violation. In accordance with Section 106.3 any action taken by the City on such premises shall be charged against the real estate upon which the structure is located and shall be a lien upon such real estate.

If you have any questions or concerns about complying within the time indicated, you may contact at (517) 483 4335 Monday through Friday between the hours of 8-9 - AM or 12-1 - PM.

**Officer: Walter Allen [walter.allen@lansingmi.gov](mailto:walter.allen@lansingmi.gov)**

This does not guarantee discovery or reporting of all code violations or property defects, manifest or latent, which exist at the property inspected. The City of Lansing, its officers and employees, shall not be liable for any injury or damage, including incidental or consequential damages, claimed to be a result of any failure to discover or report code violations or property defects.

As specified by section 107- Notices and Orders - a copy of this violation was sent to:

**Taxpayer of Record: 917 CHITTOCK STREET L L C, 114 BANK ST, LANSING, MI 48911**





Mayor Virg Bernero

**Lansing Fire Department  
Fire Marshal's Office  
Code Enforcement Section**

316 N. Capitol, Ste C-1, Lansing, MI 48933-1238  
(517) 483-4361 FAX (517) 377-0169

Notice Printed: 03/06/2014

**Unsafe and Dangerous Correction Notice**

**Inspection Type:** Safety  
**Inspection Date:** 03/06/2014  
**Compliance Due Date:** 04/05/2014

ASSAF AHMED M  
5945 YORK WAY  
EAST LANSING, MI 48823-7750

**Warning:** *Failure to comply with the requirements of this notice may result in the issuance of a Municipal Civil Infraction Violation Ticket. (Fines: \$500 per day for each violation)*

|                            |                     |
|----------------------------|---------------------|
| <b>Violation Location:</b> | 1342 N WALNUT ST 1  |
| <b>Parcel No:</b>          | 33-01-01-09-180-011 |

The above referenced address was found to have certain violations of the Lansing Housing and Premises Code, Chapter 108 of the Code of Ordinances. **The violations are listed below and must be corrected by the compliance due date.**

Due to a structure fire there is extensive damage to the dwelling. Please contact the undersigned Code Enforcement Officer at 483-4380 & advise what is happening with regards to the repairs & when they will take place. All corrections must be completed before any further occupancy of the dwelling will be allowed.

Sec 108.1.3 Lack of required utilities to the dwelling. The gas / electric / water service is turned off. The dwelling lacks sanitary / heating facilities.

Sec 304.7 Roof covering is deteriorated - damaged - leaking - missing.

Sec 305.3 Floor covering soiled - deteriorated - damaged.

SEC 305.3 Plaster / Gypsum board at ceilings & walls is damaged.

Sec 308.1 Accumulation of trash - debris - combustibles - feces - soiled clothing - deteriorated furniture - deteriorated appliances throughout the dwelling - in basement - in garage - in yard

Section 304.6 Siding - trim is deteriorated - damaged - missing.

Section 304.13.1 Window glass is broken and/or missing.

This dwelling has been declared an UNSAFE STRUCTURE as defined in section 108 of the Lansing Housing and Premises Code. Signs have been posted at each entrance that read - DO NOT ENTER,

UNSAFE TO OCCUPY. It is a misdemeanor to occupy this building, or to remove or deface this notice. Said dwelling shall remain vacant until this office has conducted a complete inspection and approved all corrections.

Failure to comply by the compliance due date may result in the issuance of a Municipal Civil Infraction. Violation with **Fines: \$500 per day for each violation.**

If you have any questions or concerns about complying within the time indicated, you may contact at (517) 483 4380 Monday through Thursday between the hours of **8-9 - AM** or **12-1 - PM.**

**Officer: Cameron Priest**

This does not guarantee discovery or reporting of all code violations or property defects, manifest or latent, which exist at the property inspected. The City of Lansing, its officers and employees, shall not be liable for any injury or damage, including incidental or consequential damages, claimed to be a result of any failure to discover or report code violations or property defects.

As specified by section 107- Notices and Orders - a copy of this violation was sent to:

**Taxpayer of Record: ASSAF AHMED, 5945 YORK WAY, EAST LANSING, MI 48823-7750**



**CITY OF LANSING - DEMOLITION BOARD  
REPORT FOR CITY COUNCIL  
CASE OVERVIEW SHEET**

|                |                     |
|----------------|---------------------|
| ADDRESS:       | 33-01-01-09-180-011 |
| PARCEL NUMBER: | 1342 N. Walnut St.  |

|                          |           |
|--------------------------|-----------|
| SHOW CAUSE HEARING DATE: |           |
| DEMOLITION CASE FILE #:  | D2024-008 |

|                     |                           |
|---------------------|---------------------------|
| LISTED TAXPAYER:    | 917 CHITTOCK STREET L L C |
| INTERESTED PARTIES: |                           |
| SEV INFORMATION:    | \$52,600.00               |
| LAND VALUE:         | \$3,800.00                |
| BUILDING VALUE:     | \$48,800.00               |
| LOT SIZE:           | 47.00 X 124.00            |

|                             |                       |
|-----------------------------|-----------------------|
| HOUSING CODE VIOLATION LTR: | 3/14/2014 & 2/08/2023 |
| ORIGINAL RED TAG DATE:      | 3/14/2014             |
| ZONING:                     | B                     |
| ESTIMATE OF REPAIRS:        | \$165,285.00          |
| PICTURES:                   | YES                   |
| OTHER:                      |                       |

|                    |                                                                                    |
|--------------------|------------------------------------------------------------------------------------|
| LEGAL DESCRIPTION: | S 21 FT LOT 8 & N 26 FT LOT 7; SMITH'S<br>SUB OF LOT 3 & PART OF LOT 4 BLOCK<br>25 |
|--------------------|------------------------------------------------------------------------------------|

**ORDER OF DEMOLITION BOARD**

|                                |                                 |
|--------------------------------|---------------------------------|
| DEMOLITION BOARD MEETING DATE: | MAY 23,2024                     |
| ORDER:                         | MAKE SAFE OR DEMOLISH 6/27/2024 |
| REASON/CONDITIONS:             | FIRE DAMAGED                    |
| HEARING OFFICER:               | JOSEPH VITALE                   |

**CURRENT CITY COUNCIL ACTIVITY**

|                                      |          |
|--------------------------------------|----------|
| REQUEST FOR SHOW CAUSE SENT:         | 7/1/2024 |
| SHOW CAUSE HEARING DATE:             |          |
| PUBLIC SAFETY COMMITTEE WILL REVIEW: |          |

**CURRENT PERMIT ACTIVITY**

|             |        |
|-------------|--------|
| BUILDING:   | DENIED |
| ELECTRICAL: | DENIED |
| MECHANICAL: | DENIED |
| PLUMBING:   | DENIED |
| DEMOLITION: | na     |

|                                             |                                                                               |                              |
|---------------------------------------------|-------------------------------------------------------------------------------|------------------------------|
| CITY OF LANSING<br>DEMOLITION HEARING BOARD | <b>ORDER TO MAKE SAFE,<br/>DEMOLISH OR MAINTAIN<br/>BUILDING OR STRUCTURE</b> | FILE NO.<br><b>D2024-008</b> |
|---------------------------------------------|-------------------------------------------------------------------------------|------------------------------|

Matter of the building/structure at 1342 N WALNUT ST. which is a ☒ dwelling ☐ garage ☐ other

1. Date of hearing: MAY 23, 2024 Hearing Officers: DAVE MUYLLE, JOSEPH VITALE, KIMBERLY SHIREY
2. WALTER ALLEN, Code Compliance MANAGER of the City of Lansing, has filed a copy of a notice that the subject building/structure is dangerous. The copy of the notice is attached.

**THE HEARING OFFICER FINDS THAT:**

3. Notice of this hearing was properly served on the  
☐ rental registration owner(s)  
☒ Owner's or party in interest on City tax assessment record
4. The building/structure ☒ is ☐ is not a dangerous building as defined in MCL 125.539, specifically (see attached)
5. ☒ The building/structure has remained unoccupied for 180 consecutive days or more and is not listed for sale, lease or rent with a licensed real estate broker.
6. ☐ The building/structure has been substantially destroyed by ☐ fire ☐ wind ☐ flood  
☒ other:
7. The state equalized value of the building/structure is \$52,600.00
8. The cost to repair the building or structure to make it safe is \$165,285.00
9. The real estate is described as follows:

**Parcel Number: 33 01 01 30 476 085**

**S 21 FT LOT 8 & N 26 FT LOT 7; SMITH'S SUB OF LOT 3 & PART OF LOT 4 BLOCK 25, City of Lansing**

**IT IS ORDERED THAT:**

10. ☐ The matter is closed.  
☒ The building/structure shall be made safe or demolished on or before 6/27/24.  
☐ The case be tabled until \_\_\_\_\_.
- ☐ The building or structure shall be demolished on or before \_\_\_\_\_ if not made safe as ordered herein.
- ☐ (If finding #5 is made) The exterior of the building shall be maintained, including  
☐ lawns, trees and shrubs ☐ paint on structure ☐ other \_\_\_\_\_ on or before \_\_\_\_\_.

5/23/24  
Date

  
Hearing Officer

**Resolution #2024-158**

By the Committee on Public Safety  
Resolved by the City Council of the City of Lansing

WHEREAS, the Lansing Code Compliance Officer has declared a certain structure at 1342 N WALNUT ST. 33-01-01-09-180-011 S 21 FT LOT 8 & N 26 FT LOT 7; SMITH'S SUB OF LOT 3 & PART OF LOT 4 BLOCK 25, to be an unsafe and dangerous building and requested the property owner be ordered to demolish or otherwise make safe the structure; and

WHEREAS, the Code Compliance Officer red tagged the said structure on 3/06/2014 and requested the property owner be ordered to demolish or otherwise make safe the structure; and

WHEREAS, on MAY 23, 2024, the Lansing Demolition Board held a meeting to consider and make a recommendation on whether to declare the structure a dangerous building, as defined in the Housing Law of Michigan (MCLA 125.539) and the Lansing Housing and Property Maintenance Code (Ord. 1460.01, et seq.), and ordered the property owner to make safe or demolish the structure by 6/27/2024; and

WHEREAS, the Code Compliance Office has determined that compliance with the order of the Lansing Demolition Hearing Board officer has not occurred; and

WHEREAS, the Housing Law of Michigan and the Lansing Codified Ordinances require that a hearing be conducted to give the property owner an opportunity to show cause why a dangerous structure should not be demolished or otherwise made safe;

NOW, THEREFORE, BE IT RESOLVED that a show cause hearing for Monday, August 12, 2024 at 7:00 p.m. in Tony Benavides Lansing City Council Chambers, Tenth Floor, Lansing City Hall, 124 West Michigan Avenue, Lansing, Michigan in consideration of the finding and order of the Lansing Demolition Hearing Board Officer regarding the structure at 1342 N WALNUT ST., as legally described above, to give the owner, or the owner's agent, the opportunity to appear and show cause why the building should not be demolished or otherwise made safe; and to approve, disapprove, or modify the order of the hearing officer to demolish or make safe the subject structure.

BE IT FINALLY RESOLVED that the Lansing City Council requests that the Code Compliance Officer notify the owner(s) of said property of the opportunity to appear and present testimony at the hearing, as required by law.

THIS ITEM  
NOT AVAILABLE  
AT THE TIME OF PRINT

**Resolution #2024-167**

By the Committee of the Whole  
Resolved by the City Council of the City of Lansing

WHEREAS, the City of Lansing proposes to sell and the Beitler Real Estate Services, LLC, (Beitler) has offered to purchase a parcel of land located 124 W. Michigan Ave., Lansing, MI 48933, commonly known as the David C. Hollister Lansing City Hall, more specifically described herein (the Property); and

WHEREAS, the Property was appraised by Valbridge Property Advisors on March 7, 2023 at \$2,780,000.00; and

WHEREAS, Beitler has offered to purchase the Property at the appraised price, as is, and will not seek public financial incentives for its redevelopment; and

WHEREAS, the Redevelopment Agreement detailing the sale and redevelopment of the property into a hotel was placed on file with the City Clerk on June 3, 2024; and

WHEREAS, the City Council held a public hearing on July 8, 2024 in consideration of the sale and redevelopment; and

NOW, THEREFORE BE IT RESOLVED, the Lansing City Council hereby approves the Redevelopment Agreement placed on file with the City Clerk on June 3, 2024, and sale of the Property, legally described as:

LOTS 6 & 7, W 50 FT LOT 8, LOTS 4 & 5 EXC N 105 FT, ALSO COM 16 FT W OF SE COR LOT 3, TH N 25 FT, W 24 FT, N 6 FT, W 26 FT, S 31.12 FT TO SW COR LOT 3, E 50 FT TO BEG; BLOCK 101 ORIG PLAT

Parcel No.: 33-01-01-16-183-009

For the sum of \$2,780,000.00.

BE IT FURTHER RESOLVED, that the City Council finds the Property no longer necessary for public purposes, after all operations currently at the Property have relocated, as described in the Redevelopment Agreement.

BE IT FINALLY RESOLVED, that the Mayor, on behalf of the City, is hereby authorized to sign and execute all documents to complete these transactions, subject to prior approval as to content and form by the City Attorney.



Michigan Department of Licensing and Regulatory Affairs  
Liquor Control Commission (MLCC)  
Toll-Free: 866-813-0011 - [www.michigan.gov/lcc](http://www.michigan.gov/lcc)

## Retailer License & Permit Application

**Before you begin filling out the attached application, please review this checklist for the applicable forms and documents you will need to submit with your completed application form.**

**The attached LCC-100 form will automatically calculate fees when opened using Adobe Acrobat Reader. The form's functionality may not work with third-party PDF readers. You may download a free copy of Adobe Acrobat Reader on the Adobe website:**  
<https://get.adobe.com/reader/>

☐ Completed Retail License & Permit Application (Form LCC-100, attached)

☐ Livescan Fingerprint Form\* (attached)

☐ Inspection, License, and Permit Fees

Are you transferring stock or membership interest? If yes, use the License Interest Transfer Application (LCC-101).

☐ Corporate Documents (see list below) - Submit for the applicant company, and if the applicant company has multiple levels of ownership structure in which stockholders or members are also companies, submit the applicable documents listed below for any stockholder or member companies to the third level of ownership - for example: applicant company > stockholder/member (level 1) > stockholder/member (level 2) > stockholder/member (level 3).

☐ Multi-Tier Organizational Chart - If the applicant company has more than three levels of ownership structure please provide an organizational chart that shows all the levels of ownership to individual people, including trusts.

☐ Local Government Authorization (Form LCC-106) - **For a new on-premises license only**

☐ Purchase agreement - **For the transfer of ownership of a license**

☐ Property document (lease, deed, land contract, etc.)

☐ New Specially Designated Merchant license documents - **For a new Specially Designated Merchant license only** (see page 3)

☐ New On-Premises Resort License Questionnaire (LCC-109a) or New On-Premises Redevelopment or Development District License Questionnaire (LCC-109b) - **For a new on-premises Resort, Redevelopment, or Development District license only**

If applicant is a corporation also include (pursuant to R 436.1109):

*If any of the stockholders of the applicant are corporations or limited liability companies, also submit a copy of the documents listed below for those companies (except for the Certificate of Authority to Do Business in Michigan, which is required for the applicant only).*

☐ Report of Stockholders/Member/Partners (Form LCC-301)

☐ Copy of Articles of Incorporation filed with the Corporations Division of the Department of Licensing & Regulatory Affairs

☐ Current Certificate of Good Standing from the state where incorporated and Certificate of Authority to Do Business in Michigan, if incorporated outside of Michigan.

☐ Certified copy of the minutes of a meeting of its board of directors or a statement signed by an officer of the corporation naming the persons authorized by corporate resolution to sign the application and other documents required by the Commission or Part 3 of Form LCC-301.

If applicant is a limited liability company also include (pursuant to R 436.1110):

*If any of the members of the applicant are corporations or limited liability companies, also submit a copy of the documents listed below for those companies (except for the Certificate of Authority to Do Business in Michigan, which is required for the applicant only).*

☐ Report of Stockholders/Member/Partners (Form LCC-301)

☐ Copy of Articles of Organization filed with the Corporations Division of the Department of Licensing & Regulatory Affairs

☐ Copy of the operating agreement or bylaws of the applicant company

☐ Current Certificate of Authority to Do Business in Michigan, if the LLC is a non-Michigan LLC.

☐ Statement signed by a manager of the limited liability company or by at least 1 member if management is reserved to the members naming the person authorized to sign the application and other documents required by the Commission or Part 3 of Form LCC-301.

\*Fingerprints are required for applicants that are not currently licensed by the MLCC and will hold 10% or more interest in a license or applicant entity.



Michigan Department of Licensing and Regulatory Affairs  
Liquor Control Commission (MLCC)  
Toll-Free: 866-813-0011 - [www.michigan.gov/lcc](http://www.michigan.gov/lcc)

Business ID: \_\_\_\_\_  
Request ID: \_\_\_\_\_  
(For MLCC Use Only)

## Retailer License & Permit Application

For information on retail licenses and permits, including a checklist of required documents for a completed application, please visit the Liquor Control Commission's frequently asked questions website [by clicking this link](#).

### Part 1 - Applicant Information

Individuals, please state your legal name. Corporations or Limited Liability Companies, please state your name as it is filed with the State of Michigan Corporation Division.

|                                                             |                 |                |
|-------------------------------------------------------------|-----------------|----------------|
| Applicant name(s): MATILDA I SIPEOLU                        |                 |                |
| Address to be licensed: 221-225 S WASHINGTON SQUARE         |                 |                |
| City: LANSING                                               | Zip Code: 48933 |                |
| City/township/village where license will be issued: LANSING |                 | County: INGHAM |
| Federal Employer Identification Number (FEIN): [REDACTED]   |                 |                |

1. Are you requesting a new license? ☒ Yes ☐ No
2. Are you applying ONLY for a new permit or permission? ☒ Yes ☐ No
3. Are you buying an existing license? ☐ Yes ☒ No
4. Are you transferring the classification of an existing on premises license? ☐ Yes ☒ No
5. Are you modifying the size of the licensed premises? ☐ Yes ☒ No  
If Yes, specify: ☐ Adding Space ☐ Dropping Space ☐ Redefining Licensed Premises
6. Are you transferring the location of an existing license? ☐ Yes ☒ No
7. Is this license being transferred as the result of a default or court action? ☐ Yes ☒ No
8. Do you intend to use this license actively? ☒ Yes ☐ No

Leave Blank - MLCC Use Only

### Part 2 - License Transfer Information (If Applicable)

If transferring ownership of a license ONLY and not transferring the location of a license, fill out only the name of the current licensee(s)

|                                                |           |
|------------------------------------------------|-----------|
| Current licensee(s):                           |           |
| Current licensed address:                      |           |
| City:                                          | Zip Code: |
| City/township/village where license is issued: | County:   |

### Part 3 - Licenses, Permits, and Permissions

Off Premises Licenses - Applicants for off premises licenses, permits, and permissions (e.g. convenience, grocery, specialty food stores, etc.) must complete the attached Schedule A and return it with this application. Transfer the fee calculations from the Schedule A to Part 4 below.

On Premises Licenses - Applicants for on premises licenses, permits, and permissions (e.g. restaurants, hotels, bars, etc.) must complete the attached Schedule A and return it with this application. Transfer the fee calculations from the Schedule A to Part 4 below.

### Part 4 - Inspection, License, and Permit Fees - Make checks payable to State of Michigan

Inspection Fees - Pursuant to MCL 436.1529(4) a nonrefundable inspection fee of \$70.00 shall be paid to the Commission by an applicant or licensee at the time of filing of a request for a new license or permit, a request to transfer ownership or location of a license, a request to increase or decrease the size of the licensed premises, or a request to add a bar. Requests for a new permit in conjunction with a request for a new license or transfer of an existing license do not require an additional inspection fee.

License and Permit Fees - Pursuant to MCL 436.1525(1), license and permit fees shall be paid to the Commission for a request for a new license or permit or to transfer ownership or location of an existing license.

|                  |                        |                    |
|------------------|------------------------|--------------------|
| Inspection Fees: | License & Permit Fees: | <b>TOTAL FEES:</b> |
|------------------|------------------------|--------------------|



# Schedule A - Licenses, Permits, & Permissions

Applicant name: \_\_\_\_\_

## Off Premises License Type:

New Transfer

- |                                                                      |                         |
|----------------------------------------------------------------------|-------------------------|
| <input type="checkbox"/> <input type="checkbox"/> SDM License        | Base Fee: \$100.00      |
| <input type="checkbox"/> <input type="checkbox"/> SDD License        | Base Fee: \$150.00      |
| <input type="checkbox"/> <input type="checkbox"/> Resort SDD License | Upon Licensure/\$150.00 |

*Resort SDD Licenses may only be issued in governmental units having a population of 50,000 or less*

## Off Premises Permits:

- |                                                                                |                    |
|--------------------------------------------------------------------------------|--------------------|
| <input type="checkbox"/> Sunday Sales Permit (AM)*                             | Base Fee: \$160.00 |
| <input type="checkbox"/> Sunday Sales Permit (PM)**<br>(Held with SDD License) | \$22.50            |
| <input type="checkbox"/> Catering Permit                                       | \$100.00           |
| <input type="checkbox"/> Secondary Location Permit - Complete Form LCC-201     |                    |
| <input type="checkbox"/> Beer and Wine Tasting Permit                          | No charge          |
| <input type="checkbox"/> Living Quarters Permit                                | No charge          |

## On/Off Premises Permission Type:

- |                                                   |                     |
|---------------------------------------------------|---------------------|
| <input type="checkbox"/> Off-Premises Storage     | Base Fee: No charge |
| <input type="checkbox"/> Direct Connection(s)     | No charge           |
| <input type="checkbox"/> Motor Vehicle Fuel Pumps | No charge           |

\*Sunday Sales Permit (AM) allows the sale of liquor, beer, and wine on Sunday mornings between 7:00am and 12:00 noon, if allowed by the local unit of government.

\*\*Sunday Sales Permit (PM) allows the sale of liquor on Sunday afternoons and evenings between 12:00 noon and 2:00am (Monday morning), if allowed by the local unit of government. No Sunday Sales Permit (PM) is required for the sale of beer and wine on Sunday after 12:00 noon. The Sunday Sales Permit (PM) fee is 15% of the fee for the license that allows the sale of liquor. Additional bar fees and B-Hotel room fees are also calculated as part of the permit fee.

Licenses, permits, and permissions selected on this form will be investigated as part of your request. Please verify your information prior to submitting your application, as some licenses, permits, or permissions cannot be added to your request once the application has been sent out for investigation by the Enforcement Division.

## Inspection, License, Permit, & Permission Fee Calculation

Number of Licenses: \_\_\_\_\_ x \$70.00 Inspection Fee

Total Inspection Fee(s): \_\_\_\_\_

Total License Fee(s): \_\_\_\_\_

Total Permit Fee(s): \_\_\_\_\_

## TOTAL FEES DUE:

Please note that requests to transfer SDD licenses will require the payment of additional fees based on the seller's previous calendar year's sales. These fees will be determined prior to issuance of the license to the applicant.

Make checks payable to **State of Michigan**

## On Premises License Type:

New Transfer

- |                                                                   |                    |
|-------------------------------------------------------------------|--------------------|
| <input type="checkbox"/> <input type="checkbox"/> B-Hotel License | Base Fee: \$600.00 |
|-------------------------------------------------------------------|--------------------|

Number of guest rooms: \_\_\_\_\_

- |                                                                   |                    |
|-------------------------------------------------------------------|--------------------|
| <input type="checkbox"/> <input type="checkbox"/> A-Hotel License | Base Fee: \$250.00 |
|-------------------------------------------------------------------|--------------------|

Number of guest rooms: \_\_\_\_\_

- |                                                                              |                    |
|------------------------------------------------------------------------------|--------------------|
| <input checked="" type="checkbox"/> <input type="checkbox"/> Class C License | Base Fee: \$600.00 |
|------------------------------------------------------------------------------|--------------------|

- |                                                                  |                    |
|------------------------------------------------------------------|--------------------|
| <input type="checkbox"/> <input type="checkbox"/> Tavern License | Base Fee: \$250.00 |
|------------------------------------------------------------------|--------------------|

- |                                                                  |                |
|------------------------------------------------------------------|----------------|
| <input type="checkbox"/> <input type="checkbox"/> Resort License | Upon Licensure |
|------------------------------------------------------------------|----------------|

- |                                                                             |                |
|-----------------------------------------------------------------------------|----------------|
| <input type="checkbox"/> <input type="checkbox"/> DDA/Redevelopment License | Upon Licensure |
|-----------------------------------------------------------------------------|----------------|

- |                                                                   |                    |
|-------------------------------------------------------------------|--------------------|
| <input type="checkbox"/> <input type="checkbox"/> Brewpub License | Base Fee: \$100.00 |
|-------------------------------------------------------------------|--------------------|

- |                                                               |                      |
|---------------------------------------------------------------|----------------------|
| <input type="checkbox"/> <input type="checkbox"/> G-1 License | Base Fee: \$1,000.00 |
|---------------------------------------------------------------|----------------------|

- |                                                               |                    |
|---------------------------------------------------------------|--------------------|
| <input type="checkbox"/> <input type="checkbox"/> G-2 License | Base Fee: \$500.00 |
|---------------------------------------------------------------|--------------------|

- |                                                                    |                    |
|--------------------------------------------------------------------|--------------------|
| <input type="checkbox"/> <input type="checkbox"/> Aircraft License | Base Fee: \$600.00 |
|--------------------------------------------------------------------|--------------------|

- |                                                                      |                    |
|----------------------------------------------------------------------|--------------------|
| <input type="checkbox"/> <input type="checkbox"/> Watercraft License | Base Fee: \$100.00 |
|----------------------------------------------------------------------|--------------------|

- |                                                                 |                    |
|-----------------------------------------------------------------|--------------------|
| <input type="checkbox"/> <input type="checkbox"/> Train License | Base Fee: \$100.00 |
|-----------------------------------------------------------------|--------------------|

- |                                                                                             |                    |
|---------------------------------------------------------------------------------------------|--------------------|
| <input type="checkbox"/> <input type="checkbox"/> Continuing Care Retirement Center License | Base Fee: \$600.00 |
|---------------------------------------------------------------------------------------------|--------------------|

☐ MCL 436.1545(1)(b)(i) ☐ MCL 436.1545(1)(b)(ii)

*B-Hotel or Class C Licenses Only:*

- |                                                                     |  |
|---------------------------------------------------------------------|--|
| <input type="checkbox"/> <input type="checkbox"/> Additional Bar(s) |  |
|---------------------------------------------------------------------|--|

Number of Additional Bars: \_\_\_\_\_

B-Hotel or Class C licenses allow licensees to have one (1) bar within the licensed premises. A \$350.00 licensing fee is required for each additional bar over the one (1) bar initially issued with the license.

## On Premises Permits:

- |                                                               |                    |
|---------------------------------------------------------------|--------------------|
| <input checked="" type="checkbox"/> Sunday Sales Permit (AM)* | Base Fee: \$160.00 |
|---------------------------------------------------------------|--------------------|

- |                                                                |  |
|----------------------------------------------------------------|--|
| <input checked="" type="checkbox"/> Sunday Sales Permit (PM)** |  |
|----------------------------------------------------------------|--|

- |                                                     |                    |
|-----------------------------------------------------|--------------------|
| <input checked="" type="checkbox"/> Catering Permit | Base Fee: \$100.00 |
|-----------------------------------------------------|--------------------|

- |                                                                          |  |
|--------------------------------------------------------------------------|--|
| <input type="checkbox"/> Banquet Facility Permit - Complete Form LCC-200 |  |
|--------------------------------------------------------------------------|--|

A Banquet Facility Permit is an extension of the license at a different location. It may have its own permits and permissions. It is not a banquet room on the licensed premises.

- |                                                     |           |
|-----------------------------------------------------|-----------|
| <input checked="" type="checkbox"/> Outdoor Service | No charge |
|-----------------------------------------------------|-----------|

- |                                                  |           |
|--------------------------------------------------|-----------|
| <input checked="" type="checkbox"/> Dance Permit | No charge |
|--------------------------------------------------|-----------|

- |                                                          |           |
|----------------------------------------------------------|-----------|
| <input checked="" type="checkbox"/> Entertainment Permit | No charge |
|----------------------------------------------------------|-----------|

- |                                                            |           |
|------------------------------------------------------------|-----------|
| <input checked="" type="checkbox"/> Extended Hours Permit: | No charge |
|------------------------------------------------------------|-----------|

☒ Dance ☐ Entertainment Days/Hours: M/S 11 AM /2PM

- |                                                   |           |
|---------------------------------------------------|-----------|
| <input type="checkbox"/> Specific Purpose Permit: | No charge |
|---------------------------------------------------|-----------|

Activity requested: \_\_\_\_\_

Days/Hours requested: MON /SUNDAY 11 AM- 2AM

- |                                                 |           |
|-------------------------------------------------|-----------|
| <input type="checkbox"/> Living Quarters Permit | No charge |
|-------------------------------------------------|-----------|

- |                                                  |           |
|--------------------------------------------------|-----------|
| <input type="checkbox"/> Topless Activity Permit | No charge |
|--------------------------------------------------|-----------|

**Schedule B - New Specially Designated Merchant (SDM) License Supplemental Application - New SDM License Applications ONLY**

Applicant name:

Effective January 4, 2017 pursuant to MCL 436.1533(5), Specially Designated Merchant (SDM) licenses are quota licenses based on one (1) SDM license for every 1,000 of population in a local governmental unit. MCL 436.1533 provides for several exemptions from the quota for qualified applicants. Please carefully read the requirements in the boxes below, selecting the applicable approved type of business option(s) from Section 1 and an applicable new SDM license quota option from Section 2.

**Section 1 - Requirements to Qualify as Approved Type of Business for New SDM License Applicants**

Applicant must meet one (1) or more of the following conditions (check those that apply to your business):

- ☐ a. Applicant holds and maintains retail food establishment license or extended retail food establishment license under the Food Law of 2000, MCL 289.1101 to MCL 289.8111.
- ☐ b. Applicant holds or has been approved for Specially Designated Distributor (SDD) license.
- ☐ c. Applicant holds or has been approved for an on-premises license, such as a Class C, A-Hotel, B-Hotel, Tavern, Club, G-1, or G-2 license.

**Section 2 - Quota Requirements for New SDM License Applicants**

Applicant must qualify under one of the following sections of the Liquor Control Code regarding the SDM quota:

- ☒ a. Applicant is an applicant for or holds a Class C, A-Hotel, B-Hotel, Tavern, Club, G-1, or G-2 license.  
*MCL 436.1533(5)(a) - SDM license is exempt from SDM quota and license cannot be transferred to another location.*
- ☐ b. Applicant's establishment is at least 20,000 square feet and at least 20% of gross receipts are derived from the sale of food.  
*MCL 436.1533(5)(b)(i) - SDM license is exempt from SDM quota and license cannot be transferred to another location.*
- ☐ c. Applicant's establishment is a pharmacy as defined in the Public Health Code, MCL 333.17707.  
*MCL 436.1533(5)(b)(ii) - SDM license is exempt from SDM quota and license cannot be transferred to another location.*
- ☐ d. Applicant's establishment qualifies as a marina under MCL 436.1539.  
*MCL 436.1533(5)(e) - SDM license is exempt from SDM quota and license may be transferred to another location if the applicant complies with MCL 436.1539 at the new location.*
- ☐ e. Applicant does not qualify under any of the quota exemptions or waiver listed above.  
*MCL 436.1533(5) - Commission shall issue one (1) SDM for every 1,000 population in a local governmental unit and an unissued SDM must be available in the local governmental unit for the applicant to qualify. SDM license may be transferred to another location.*

**Documents Required To Be Submitted with New SDM License Application**

In addition to the documents listed on the application checklist, the new SDM license applicant must submit the documents listed below, as applicable, with its application to comply with the requirements described above. Select one or more of the following:

- ☐ Copy of retail food establishment license or extended retail food establishment license for a SDM license. The name on the food establishment license must match the applicant name in Part 1 of this application form. *A food establishment license is not required for a SDM license to be issued in conjunction with a SDD license or an on-premises license.*
- ☐ If applying under Section 2b above, documentary proof that applicant's establishment is at least 20,000 square feet and at least 20% of gross receipts are derived from the sale of food.
- ☐ If applying under Section 2c above, a copy of the pharmacy license issued under the Public Health Code.

## Part 6 - Contact Information

Provide information on the contact person for this application. Please note that corporations and limited liability companies must provide documentation (e.g. meeting minutes, corporate resolution) authorizing anyone other than the applicant or an attorney of record to be the contact person. If an authorization is not provided, your contact person will not be acknowledged if they are anyone other than the applicant or attorney.

|                                                                 |  |             |  |                                       |                             |                                        |                           |
|-----------------------------------------------------------------|--|-------------|--|---------------------------------------|-----------------------------|----------------------------------------|---------------------------|
| What is your preferred method of contact?                       |  |             |  | <input type="radio"/> Phone           | <input type="radio"/> Mail  | <input checked="" type="radio"/> Email | <input type="radio"/> Fax |
| What is your preferred method for receiving a Commission Order? |  |             |  | <input checked="" type="radio"/> Mail | <input type="radio"/> Email | <input type="radio"/> Fax              |                           |
| Contact name: oluwaseun sipeolu                                 |  |             |  | Relationship: SON                     |                             |                                        |                           |
| Mailing address: [REDACTED]                                     |  |             |  |                                       |                             |                                        |                           |
| City: LANSING                                                   |  |             |  | State: MI                             |                             | Zip Code: 48910                        |                           |
| Phone: [REDACTED]                                               |  | Fax number: |  | Email: [REDACTED]                     |                             |                                        |                           |

## Part 7 - Attorney Information (If You Have An Attorney Representing You For This Application)

|                                                                                                       |  |                   |  |
|-------------------------------------------------------------------------------------------------------|--|-------------------|--|
| Attorney name:                                                                                        |  | Member Number: P- |  |
| Attorney address:                                                                                     |  |                   |  |
| Phone:                                                                                                |  | Fax number:       |  |
|                                                                                                       |  | Email:            |  |
| Would you prefer that we contact your attorney for all licensing matters related to this application? |  |                   |  |
| <input type="radio"/> Yes <input type="radio"/> No                                                    |  |                   |  |
| Would you prefer any notices or closing packages be sent directly to your attorney?                   |  |                   |  |
| <input type="radio"/> Yes <input type="radio"/> No                                                    |  |                   |  |

## Part 8 - Signature of Applicant

**Be advised that the information contained in this application will only be used for this request. This section will need to be completed for each subsequent request you make with this office.**

**Notice:** When purchasing a license, a buyer can be held liable for tax debts incurred by the previous owner. Prior to committing to the purchase of any license or establishment, the buyer should request a tax clearance certificate from the seller that indicates that all taxes have been paid up to the date of issuance. Obtaining sound professional assistance from an attorney or accountant can be helpful to identify and avoid any pitfalls and hidden liabilities when buying even a portion of a business. Sellers can make a request for the tax clearance certificate through the Michigan Department of Treasury.

Under administrative rule R 436.1003, the licensee shall comply with all state and local building, plumbing, zoning, sanitation, and health laws, rules, and ordinances as determined by the state and local law enforcements officials who have jurisdiction over the licensee. Approval of this application by the Michigan Liquor Control Commission does not waive any of these requirements. The licensee must obtain all other required state and local licenses, permits, and approvals for this business before using this license for the sale of alcoholic liquor on the licensed premises.

I certify that the information contained in this form is true and accurate to the best of my knowledge and belief. I agree to comply with all requirements of the Michigan Liquor Control Code and Administrative Rules. I also understand that providing **false** or **fraudulent** information is a violation of the Liquor Control Code pursuant to MCL 436.2003.

The person signing this form has demonstrated that they have authorization to do so and have attached appropriate documentation as proof.

|                                 |          |                        |            |
|---------------------------------|----------|------------------------|------------|
| MATILDA SIPEOLU                 | sipeolum | [REDACTED]             | 06/01/2024 |
| Print Name of Applicant & Title |          | Signature of Applicant | Date       |

Please return this completed form along with corresponding documents and fees to:

Michigan Liquor Control Commission

Mailing address: P.O. Box 30005, Lansing, MI 48909

Hand deliveries: Constitution Hall - 525 W. Allegan Street, Lansing, MI 48933

Overnight deliveries: 2407 N. Grand River Avenue, Lansing, MI 48906

Fax to: 517-284-8557

**Part 5a - Information on Individual Applicant, Stockholder, Member, or Limited Partner**

Each individual, stockholder, member, or partner must complete Part 5a, 5b, and 5c. If a stockholder or member of an applicant company is a corporation or limited liability company, complete Part 5a and 5c and submit a completed Form LCC-301.

For applications with multiple individuals, stockholders, members, or partners - each person or entity must complete a separate copy of this page.

|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |                        |                   |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------|-------------------|
| Name: MATILDA SIPEOLU                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |                        |                   |
| Home address: [REDACTED]                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |                        |                   |
| City: LANSING                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | State: MI              | Zip Code: 48917   |
| Business Phone: 5178035226                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | Cell Phone: [REDACTED] | Email: [REDACTED] |
| Have you ever been licensed by the Michigan Liquor Control Commission (MLCC) or do you currently hold an interest in any other licenses issued by the MLCC? If <b>Yes</b> , please list business ID numbers below. If you hold interest in 2 or more locations under the same name, please also write "chain" below. Pursuant to MCL 436.1603, a retailer licensee <u>may not</u> hold interest in a manufacturer or wholesaler licensee. <input type="radio"/> Yes <input checked="" type="radio"/> No |                        |                   |
| Do you hold 10% or more interest in the applicant entity? <input checked="" type="radio"/> Yes <input type="radio"/> No                                                                                                                                                                                                                                                                                                                                                                                 |                        |                   |
| If you answered "no" to the first question and "yes" to the second question, you must submit fingerprints and undergo an investigation by the MLCC. Please see the attached instructions for submitting fingerprints to the MLCC. You must submit a copy of the completed and endorsed "Livescan Fingerprint Background Request" with your application.                                                                                                                                                 |                        |                   |

**Part 5b - Personal Information (Individuals) - Must be at least 21 years of age, pursuant to administrative rule R 436.1105(1)(a).**

|                                                                                                                                                                                                                                                                                                        |                                                                                                                         |                                                               |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------|
| Date of Birth: [REDACTED]                                                                                                                                                                                                                                                                              | Social Security Number: [REDACTED]                                                                                      | Driver's License Number: [REDACTED]                           |
| Are you a citizen of the United States of America?                                                                                                                                                                                                                                                     |                                                                                                                         | <input checked="" type="radio"/> Yes <input type="radio"/> No |
| Have you ever legally changed your name?                                                                                                                                                                                                                                                               |                                                                                                                         | <input type="radio"/> Yes <input checked="" type="radio"/> No |
| If you answered "yes", please list your prior name(s) (including maiden):                                                                                                                                                                                                                              |                                                                                                                         |                                                               |
| Spouse's full name (if currently married):                                                                                                                                                                                                                                                             |                                                                                                                         |                                                               |
| Spouse's date of birth:                                                                                                                                                                                                                                                                                | Is your spouse a citizen of the United States of America? <input type="radio"/> Yes <input checked="" type="radio"/> No |                                                               |
| Do you or your spouse hold any position, either by appointment or election, which involves the duty to enforce any penal law of the United States of America, or the penal laws of the State of Michigan, or any penal ordinance or resolution of any municipal subdivisions of the State of Michigan? |                                                                                                                         | <input type="radio"/> Yes <input checked="" type="radio"/> No |
| Does your spouse hold a retail, manufacturer, or wholesaler license issued by the MLCC?                                                                                                                                                                                                                |                                                                                                                         | <input type="radio"/> Yes <input checked="" type="radio"/> No |
| Have you ever been found guilty, pled guilty, or pled no contest to a criminal charge or any local ordinance violations? If <b>Yes</b> , list below (attach additional pages if necessary):                                                                                                            |                                                                                                                         | <input type="radio"/> Yes <input checked="" type="radio"/> No |
| Date                                                                                                                                                                                                                                                                                                   | City/State                                                                                                              | Charge                                                        |
|                                                                                                                                                                                                                                                                                                        |                                                                                                                         | Disposition                                                   |
| Has your spouse ever been found guilty, pled guilty, or pled no contest to a criminal charge or any local ordinance violations? If <b>Yes</b> , list below (attach additional pages if necessary):                                                                                                     |                                                                                                                         | <input type="radio"/> Yes <input checked="" type="radio"/> No |
| Date                                                                                                                                                                                                                                                                                                   | City/State                                                                                                              | Charge                                                        |
|                                                                                                                                                                                                                                                                                                        |                                                                                                                         | Disposition                                                   |

**Part 5c - Signature**

I certify that the information contained in this form is true and accurate to the best of my knowledge and belief. I agree to comply with all requirements of the Michigan Liquor Control Code and Administrative Rules. I also understand that providing **false** or **fraudulent** information is a violation of the Liquor Control Code pursuant to MCL 436.2003. (This form must be signed by the person whose information it contains).

MATILDA SIPEOLU

sipeolum

06/01/2024

Print Name

Date

**Additional Applicant Information\*:**

- ☐ Completed New On-Premises Development District License Questionnaire (LCC-109b)
- ☐ Completed Retailer License & Permit Application (LCC-100)
- ☐ Completed City of Lansing Treasury Information Request Form
- ☐ Completed City of Lansing Litigation Affidavit
- ☐ \$1,500 Application Fee: Lansing Economic Development Corporation (LEDC)
- ☐ Completed IRS Form W-9 for Applicant Entity
- ☐ Proof of ownership of the property where Development Liquor License is requested (a copy of the deed).
  - ☐ If not the owner of subject address, please provide a valid copy of the signed and executed lease.
- ☐ Proof that at least \$75,000 worth of personal and or real property improvements to the subject address has been made within the previous five (5) years.
  - \*If \$75,000 has not been expended on the subject address please sign statement below that you agree to make such expenditures prior to any issuance of a Development Liquor License.

*\*Additional information may be required of the applicant to process the request. (Signature page follows.)*

I, the undersigned, state that, to the best of my knowledge, am current on all City of Lansing and State of Michigan taxes, personal and real, as they pertain to the property and entity located at the address indicated above, and that, failure to remain current on all taxes, personal and real, may result in the denial of application, or revocation of any issued Development Liquor License.

Signature \_\_\_\_\_ Date 06/17/24

Print Name MATILDA SIPEOLU

**\*I, the undersigned, commit to making expenditures equal to or in excess of \$75,000 relating to real and personal property at the address indicated above, having not done so in any of the previous five years, prior to the issuance of any Development Liquor License.**

Signature \_\_\_\_\_ Date 06/17/24

Print Name MATILDA SIPEOLU



## **Application for Development District Liquor License – City of Lansing**

To apply for a Development District Liquor license, a business must be located in either a Business District listed below or in a City Redevelopment Area, as defined in Sec. 521a (2)(c)

- Tax Increment Finance Authority (TIFA) PA 450 of 1980
- Corridor Improvement Authority (CIA) PA 280 of 2006
- Downtown Development Authority (DDA) PA 197 of 1975
- Principal Shopping District (PSD) PA 120 of 1961

**Per State Law, Development District Liquor Licenses require the following:**

1. The amount expended for the rehabilitation or restoration of the building that houses the licensed premises shall be not less than \$75,000 over a period of the preceding 5 years, or a commitment for a capital investment of at least that amount in the building that houses the licensed premises, which must be expended before the issuance of the license.
2. That the licensed business is engaged in dining, entertainment, or recreation, that is open to the general public, with a seating capacity of not less than 25 persons.

**You should also be aware of the following:**

- The initial enhanced license fee for licenses issued is \$20,000.
- The licenses issued under the Development District Liquor License criteria may **not be** transferred to another location.
- If the licensee goes out of business, the licensee shall surrender the license to the Commission. The governing body of the local governmental unit may approve another applicant within the redevelopment project area or development district area to replace a licensee who has surrendered the license to the Commission.
- Do not invest any money in improvements or bind yourself in any agreements until you have been officially notified by the Michigan Liquor Control Commission that your request has been approved.
- The individual signing the application shall state and demonstrate that they attempted to secure an appropriate on-premises escrowed license first or quota license which may be available within the local unit of government in which the applicant proposes to operate.

The Lansing Economic Development Corporation (LEDC) will receive, process, and represent an application for a development liquor license for the initial approval through City Council. Once City Council has approved the application it is the applicant's responsibility to carry out the remaining application process with the State Liquor Control Commission.

**There is a local fee of \$1,500 per application, due to LEDC at the time of application.**

**Please return the completed and signed application form along with corresponding documents to:**

Lansing Economic Development Corporation (LEDC)  
401 S. Washington Sq. Ste 101  
Lansing, MI 48933

Application for Development Liquor License – City of Lansing (Rev. 09-2023)

**Applicant and Property Information**

**Address to be**

**licensed: . 221 S WASHINGTON SQUARE LANSING MICHIGAN 48901**

**Applicant's Legal**

**Entity Name: M & S 1 LLC**

**FEIN #:** [REDACTED]

**Doing business as:**

*(if applicable)*

**Contact Name: OLUWASEUN SIPEOLU**

**Phone #: 517 803 5226**

**Email Address: mbalansing@gmail.com**

**Seating Capacity: 46**

**Usage: RESTAURANT**

*(circle all that apply)* Dining | Entertainment | Recreation

**Please write a brief description of your business below and why you would like to apply for a development liquor license:**

It is time to showcase West African/ Caribbean food in the capital city of Lansing. We want West African food to be an option when families and friends want to dine out on a Friday night in downtown Lansing, We want to bring culture, Love and vibe to the City of Lansing.

**Please fill out the following:**

**Estimated Private \$70000**

**Investment:**

**Estimated Jobs 10**

**Created:**

**Estimated Jobs**

**Retained:7**



**Resolution #2024-160**

By the Committee on City Operations  
Resolved by the City Council of the City of Lansing

WHEREAS, in 2006 in an effort to promote economic development in qualifying communities, the Michigan Legislature passed Act 501 of the Public Acts of 2006, being Section 521a of the Michigan Liquor Control Code of 1998, being MCL 436.1521a, which established the criteria for Development District or Area Liquor Licenses; and

WHEREAS, through the provisions of Public Act 501 of 2006, as amended (“Act”) the Michigan Liquor Control Commission (LCC) may issue new public on-premises liquor licenses in order to allow cities to enhance the quality of life for their residents and visitors to their communities; and

WHEREAS, the issuance of a Development District Liquor License under Section 521a(1)(b) of the Act requires a proposed licensed premises to be located in one of the development districts or areas listed in MCL 436.1521a(1)(b); and

WHEREAS, pursuant to Public Act 120 of 1961 for Principal Shopping Districts, the Lansing City Council created the Lansing Principal Shopping District by Resolution in 1996 which is listed as a qualifying development district or area under MCL 436.1521a(1)(b); and

WHEREAS, the City of Lansing received a request from M&S1, LLC. DBA, JOLLOF AFRO CARIBBEAN LOUNGE (“Applicant”) regarding its intention to apply to the Michigan Liquor Control Commission for a new Class C Development District or Area Liquor License for its business located at 221 S. Washington Square, Lansing, MI 48933 (“Proposed Licensed Premises”) which is located within the Lansing Principal Shopping District; and

WHEREAS, the Applicant has affirmed that the Proposed Licensed Premises meets the statutory requirements for a Development District or Area Liquor License under the Act including 1) that its business must be engaged in activities of dining, entertainment, or recreation, and 2) the licensed business must be open to the general public and have a seating capacity of not less than 25 persons; and

WHEREAS, the Applicant will provide evidence with its application that it can document the expenditure to the Michigan Liquor Control Commission, of not less than \$75,000.00 in the rehabilitation or restoration of the building that will house the licensed premises over a period of the preceding five (5) years or a commitment for a capital investment of at least that amount in the building that houses the licensed premises, which must be expended before the issuance of the license, as required by the Act; and

WHEREAS, the Committee on City Operations met on July 17, 2024, to review the request with affirmative action taken;

WHEREAS, the Applicant has been informed that licensure of the Proposed Licensed Premises will be subject to approval by the Michigan Liquor Control Commission.

NOW, THEREFORE, BE IT RESOLVED, that City Council recommend for the reasons stated above that the Michigan Liquor Control Commission consider the request from M&S1, LLC. DBA, JOLLOF AFRO CARIBBEAN LOUNGE, for a new Class C License issued under the provisions of MCL 436.1521a(1)(b) for its business located at 221 S. Washington Square, Lansing, MI 48933.

BE IT FURTHER RESOLVED, the City Council affirms that the Proposed Licensed Premises, 221 S. Washington Square, Lansing, MI 48933 is within the established boundaries of the Lansing Principal Shopping District; and

BE IT FURTHER RESOLVED, the City Council directs the City Assessor to verify via an Affidavit the total amount of public and private investment in real and personal property within the Lansing Principal Shopping District amounts to \$200,000.00 or more over the preceding 5 years.

BE IT FURTHER RESOLVED, the Applicant meets the qualifications of Lansing's City Liquor Ordinances, and those required under MCL 436.1521a(1)(b) and that the license is approved "Above all others."

BE IT FINNALLY RESOLVED, the City Council directs the City Clerk to complete the Local Governmental Unit Approval Form (LCC-106) for the specific license approval of a New Class C license issued under MCL 436.1521a(1)(b) and to forward a copy of the certified form and this resolution to M&S1, LLC. DBA, JOLLOF AFRO CARIBBEAN LOUNGE, and the Michigan Liquor Control Commission.

You will not be called to speak unless all required blanks on this form are completed.



## Public Comment on City Government Matters Registration

*The City of Lansing welcomes and encourages public comment relating to City Government Related Matters. In order to facilitate public input, you **MUST** complete this card and submit it to the City Clerk or City Clerk Staff prior the close of registration as announced by the City Clerk.*

*Each member of the public who has registered to speak will have up to a total of three minutes\* to address Council on City Government Related Matters that concern them. A **City Government Related Matter** is an issue or topic relevant to the operation or governance of the City.*

Topic(s) to be addressed Nation Outside Advocacy

Name (print) Daniel K. Arnold E-Mail (optional) \_\_\_\_\_

Address (street, city, zip) 535 N. Cedar, Apt #304 48912

Company or organization represented, etc. (if applicable) Nation Outside

Signature Daniel K. Arnold Pronouns \_\_\_\_\_

- Public speakers will be called by the City Clerk. When the City Clerk recognizes you, please proceed to the speaker's podium and speak directly and clearly into the microphone. Do not touch the microphone.
- Direct your comments to the Council President.
- No speaker called upon to speak shall by speech or conduct disturb, disrupt, delay, interfere with, or otherwise impede the orderly conduct of the Council meeting.
- No personal attacks or defamatory remarks towards any person will be permitted.
- Questions raised during public comment may or may not be answered by the President, another Council Member, the Mayor, or member of the City Staff during the meeting.
- Time limit to address the council on legislative matters is **3 Minutes\***.
- Spokespersons for a group or shared viewpoint are encouraged; however, a speaker's time limit may not be increased through assignment of someone else's time or opportunity to speak.
- No registrations will be accepted after the deadline as announced by the City Clerk.
- If you wish to submit written materials, please provide them to the City Clerk or City Clerk staff along with this form.
- The City Council conducts its open meetings in an orderly manner in accordance with the Open Meetings Act. Council meetings will not be conducted as interactive forums or "town meetings."

Thank you for your involvement and interest in our City,  
Chris Swope, Lansing City Clerk, MiPMC / MMC

\* *The Presiding Officer may reduce the amount of time for each speaker if he or she determines that the number of registered speakers is so numerous that the meeting cannot be timely concluded without a reduction in the time allocated for each speaker.*

Persons with disabilities who need an accommodation to fully participate in this meeting should contact the City Clerk's Office at (517) 483-4131 (TDD (517) 483-4479). 24 hour notice may be needed for certain accommodations. An attempt will be made to grant all reasonable accommodation requests.



You will not be called to speak unless all required blanks on this form are completed.



**Public Comment on City Government Matters Registration**

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*Each member of the public who has registered to speak will have up to a total of three minutes\* to address Council on City Government Related Matters that concern them. A **City Government Related Matter** is an issue or topic relevant to the operation or governance of the City.*

Topic(s) to be addressed misc

Name (print) Loretta Stanaway E-Mail (optional) \_\_\_\_\_

Address (street, city, zip) 5400 Sunset Dr

Company or organization represented, etc. (if applicable) \_\_\_\_\_

Signature [Signature] Pronouns \_\_\_\_\_

- Public speakers will be called by the City Clerk. When the City Clerk recognizes you, please proceed to the speaker's podium and speak directly and clearly into the microphone. Do not touch the microphone.
- Direct your comments to the Council President.
- No speaker called upon to speak shall by speech or conduct disturb, disrupt, delay, interfere with, or otherwise impede the orderly conduct of the Council meeting.
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Thank you for your involvement and interest in our City,  
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You will not be called to speak unless all required blanks on this form are completed.

3



## Public Comment on City Government Matters Registration

*The City of Lansing welcomes and encourages public comment relating to City Government Related Matters. In order to facilitate public input, you **MUST** complete this card and submit it to the City Clerk or City Clerk Staff prior the close of registration as announced by the City Clerk.*

*Each member of the public who has registered to speak will have up to a total of three minutes\* to address Council on City Government Related Matters that concern them. A **City Government Related Matter** is an issue or topic relevant to the operation or governance of the City.*

Topic(s) to be addressed Sparrow / Zosterum

Name (print) Linda Appling E-Mail (optional) \_\_\_\_\_

Address (street, city, zip) 4010 Thacker

Company or organization represented, etc. (if applicable) \_\_\_\_\_

Signature Linda Appling Pronouns \_\_\_\_\_

- Public speakers will be called by the City Clerk. When the City Clerk recognizes you, please proceed to the speaker's podium and speak directly and clearly into the microphone. Do not touch the microphone.
- Direct your comments to the Council President.
- No speaker called upon to speak shall by speech or conduct disturb, disrupt, delay, interfere with, or otherwise impede the orderly conduct of the Council meeting.
- No personal attacks or defamatory remarks towards any person will be permitted.
- Questions raised during public comment may or may not be answered by the President, another Council Member, the Mayor, or member of the City Staff during the meeting.
- Time limit to address the council on legislative matters is **3 Minutes\***.
- Spokespersons for a group or shared viewpoint are encouraged; however, a speaker's time limit may not be increased through assignment of someone else's time or opportunity to speak.
- No registrations will be accepted after the deadline as announced by the City Clerk.
- If you wish to submit written materials, please provide them to the City Clerk or City Clerk staff along with this form.
- The City Council conducts its open meetings in an orderly manner in accordance with the Open Meetings Act. Council meetings will not be conducted as interactive forums or "town meetings."

Thank you for your involvement and interest in our City,  
Chris Swope, Lansing City Clerk, MiPMC / MMC

\* *The Presiding Officer may reduce the amount of time for each speaker if he or she determines that the number of registered speakers is so numerous that the meeting cannot be timely concluded without a reduction in the time allocated for each speaker.*

Persons with disabilities who need an accommodation to fully participate in this meeting should contact the City Clerk's Office at (517) 483-4131 (TDD (517) 483-4479). 24 hour notice may be needed for certain accommodations. An attempt will be made to grant all reasonable accommodation requests.



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Topic(s) to be addressed

Name (print)

E-Mail (optional)

Address (street, city, zip)

Company or organization represented, etc. (if applicable)

Signature

Pronouns

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