

AGENDA

Committee on Development and Planning AGENDA FOR FEBRUARY 1, 2023 AT 4:00 PM



Lansing City Hall, City Council Conference Room
124 W. Michigan Avenue, 10th Floor

To provide input or ask questions on any item that is listed on the agenda,
members of the public may contact the City Council at city.council@lansingmi.gov or (517) 483-4177 prior to the meeting.

Council Member Spitzley, Chairperson
Council Member Brown, Vice Chairperson
Council Member Garza, Member

- 1. Call to Order**
- 2. Roll Call**
- 3. Minutes**
 - A. January 18, 2023
- 4. Public Comment on Agenda Items (Up to 3 Minutes)**
- 5. Discussion/Action:**
 - B. RESOLUTION - Appointment; Chaz Carrillo; At-Large Member -Economic Development Corporation / Tax Increment Finance Authority / Lansing Brownfield Redevelopment Authority Board of Directors; Term to Expire February 28, 2028
 - C. RESOLUTION - Appointment; Sandra Lupien; At-Large member -Economic Development Corporation / Tax Increment Finance Authority / Lansing Brownfield Redevelopment Authority Board of Directors; Term to Expire February 28, 2029
 - D. RESOLUTION - Appointment; Nicholas Miller; 3rd Ward Member- Planning Board; Term to expire June 30, 2023
 - E. RESOLUTION - Introduction and Set Public Hearing; Ordinance to rename Planning Board to Planning Commission
- 6. Other**
- 7. Adjourn**

Persons with disabilities who need an accommodation to fully participate in these meetings should contact the City Council Office at 517-483-4177 (TTY 711) 24 hour notice may be needed for certain accommodations. An attempt will be made to grant all reasonable accommodation requests.

DRAFT



MINUTES
Committee on Development and Planning
Wednesday, January 18, 2023 @ 4:00 p.m.
City Council Conference Room

CALL TO ORDER

Council Member Spitzley called the meeting to order at 4:01 p.m.

PRESENT

Council Member Spitzley, Chair
Council Member Brown, Vice-Chair
Council Member Garza, Member

OTHERS PRESENT

Sherrie Boak, Council Office Manager
Greg Venker, OCA

MINUTES

MOTION BY COUNCIL MEMBER GARZA TO APPROVE THE DECEMBER 14, 2022, MINUTES AS PRESENTED. MOTION CARRIED 3-0.

Public Comment

No public comment on this time.

Discussion/Action

ORDINANCE – Z-1-2022; 109 E Randolph; Bruce Hicks

Council Member Spitzley acknowledged there was a public hearing on January 9, 2023 and then referenced an email to Susan Stachowiak, EDP Zoning Administrator from Bruce Hicks the applicant which stated “Yes we are withdrawing all our permits.”

MOTION BY COUNCIL MEMBER BROWN TO PLACE THE ORINANCE Z-1-2022 FOR 109 E RANDOLPH AND APPLICATION ON FILE DUE TO THE REQUEST TO WITHDRAW FROM THE APPLICANT.

Council Member Spitzley noted there has already been an inquiry from the real estate agent from a new applicant to step in where this has stopped, but it was confirmed by Ms. Stachowiak that there would need to be a new application.

MOTION CARRIED 3-0.

RESOLUTION – SLU-1-2022; 109 E Randolph; Bruce Hicks
MOTION BY COUNCIL MEMBER BROWN TO PLACE THE SPECIAL LAND USE SLU-1-2022
FOR 109 E RANDOLPH AND APPLICATION ON FILE DUE TO THE REQUEST TO
WITHDRAW FROM THE APPLICANT. MOTION CARRIED 3-0.

Other

No other topics.

Adjourn

Adjourned at 4:06 p.m.

Submitted by Sherrie Boak

Recording Secretary, Lansing City Council

Approved by the Committee on

Application for Appointment to Board or Commission

Thank you for your interest in serving on a Lansing Board, Commission, or Committee.

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Lansing City Charter, Section 5-104, Ineligibility For Boards, restricts certain City employee activities on some boards: "No person holding another City office or activity employed by the City shall be eligible to be a voting member on any board."

Date	12/14/2022
First Name	Charles
Middle	John
Last Name	Carrillo
Other name(s) by which you have been known, including maiden names	Chaz
Date of Birth	
Address	5201 Hughes Rd
City	LANSING
State	MI
Zip Code	48911
Email	ccarrillo@davidchapmanagency.com
Gender	Male

If you don't know which ward you live in, visit the [Lansing Neighborhoods Ward Map](#) and type in your address to find out!

Ward	Ward 3
Precinct	Lansing City
Best Phone Number to Contact You	5172309214
In what year did you move to Lansing?	2003
Additional Information Regarding Experience and Credentials	Resume attached
Occupational Background	Resume attached
Educational Background	Resume attached
Previous Appointments	None
Current Appointments	None
Please attach a resume if available.	<i>File(s) attached:</i> 
First Choice for Board to Serve on	Economic Development Corporation / Tax Increment Finance Authority / Brownfield Redevelopment Authority
Second Choice of a Board to Serve on	Economic Development Corporation / Tax Increment Finance Authority / Brownfield Redevelopment Authority
Third Choice of a Board to Serve on	Economic Development Corporation / Tax Increment Finance Authority / Brownfield Redevelopment Authority
Fourth Choice of a Board to Serve on	Economic Development Corporation / Tax Increment Finance Authority / Brownfield Redevelopment Authority
Please comment briefly on why you wish to serve on a particular board or commission. Please be specific as to your goals and ideas about how you wish to contribute to the work of the board or commission.	Mayor asked me and I am interested in serving

Qualifications and Eligibility – At this time, if you do not meet one or more of the qualifications or eligibility requirements listed at the top, please state here the requirement to be met and explain how you will be qualified or eligible before you would be sworn in to an appointed office.	Resume attached
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This certification is not required but may impact potential consideration of the appointment being sought. I authorize the use of the information provided above to conduct a background search, including but not limited to criminal history, residency, and indebtedness to the City of Lansing. If selected to serve, I further authorize additional background checks during the term of my service to ensure the required criteria continue to be met. I also acknowledge that I have the affirmative duty to inform the City if I become aware of any change or condition in my status that fails to meet the required criteria.

Agreement to Background Check Authorization	☒ I agree
--	---

Please type your name in this box to signify that you can serve on a board or commission and the information in this application is accurate to the best of your knowledge.	Charles John Carrillo
--	-----------------------

Date & Time	12/14/2022 12:00 PM (EST)
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Receive an email copy of this form.	Yes
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CHAZ CARRILLO

DAVID CHAPMAN AGENCY



2

LIFE

Son to Carl and Marirose
Carrillo

Brother to Amanda

Husband to Nicole

Father of 5 daughters:

Lily (16) Sophia (15), Charlie
(11), Victoria (9), & Joanna (5)



Marine Family

Oldest of 2

Leadership Valued



Spring Arbor
University

Lansing Community
College

Williamston High
School

{in•flu•ence} v.
1. to affect the nature, development
or condition of;

My Faith

My Parents

My Nicole

Riverview Church
Family

3



WORK

Commercial Insurance Agent

Multi-line Insurance Agency
Owner

Sales and Operations in
Construction Industry

Manager of Retail Store

Insurance and
Financial Services
Industry

Construction and
Remodeling Industry

Business Operations
and Management

4 MYERS BRIGGS: ENTP

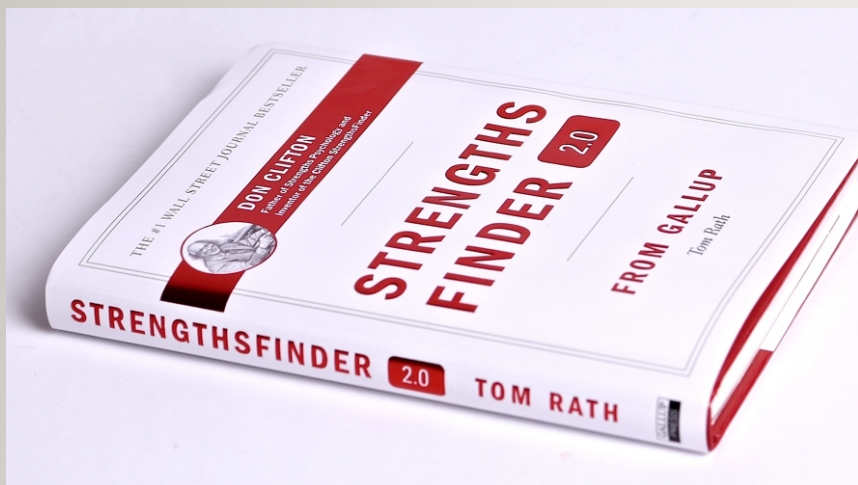


Strengths

- Knowledgeable
- Quick Thinker
- Original
- Excellent Brain Stormer
- Charismatic
- Energetic

Weaknesses

- Argumentative
- Insensitive
- Intolerant
- Can find it difficult to Focus
- Dislike Practical Matters



STRENGTH FINDERS TOP 5

- Restorative
- Communication
- Ideation
- Command
- Woo

EXECUTING	INFLUENCING	RELATIONSHIP BUILDING	STRATEGIC THINKING
People with dominant Executing themes know how to make things happen.	People with dominant Influencing themes know how to take charge, speak up, and make sure the team is heard.	People with dominant Relationship Building themes have the ability to build strong relationships that can hold a team together and make the team greater than the sum of its parts.	People with dominant Strategic Thinking themes help teams consider what could be. They absorb and analyze information that can inform better decisions.
Achiever Arranger Belief Consistency Deliberative Discipline Focus Responsibility Restorative	Activator Command Communication Competition Maximizer Self-Assurance Significance Woo	Adaptability Connectedness Developer Empathy Harmony Includer Individualization Positivity Relator	Analytical Context Futuristic Ideation Input Intellection Learner Strategic

Dominance

CHARACTERISTICS

High D:
Driven, Ambitious, Strong-Willed

Low D:
Unobtrusive, Cautious, Agreeable

Famous High Ds:
Gordon Ramsay
Steve Jobs
Kanye West
LeBron James
Christian Bale

Influence

CHARACTERISTICS

High I:
Enthusiastic, Warm, Persuasive

Low I:
Logical, Matter-of-Fact, Incisive

Famous High Is:
Angelina Jolie
Taylor Swift
Jimmy Fallon
Kelly Ripa
Kurt Warner

Steadiness

CHARACTERISTICS

High S:
Loyal, Relaxed, Passive, Patient

Low S:
Impulsive, Eager, Flexible, Restless

Famous High Ss:
Brad Pitt
Aaron Rodgers
Dr. Drew Pinsky
Scarlett Johansson
Carrie Underwood

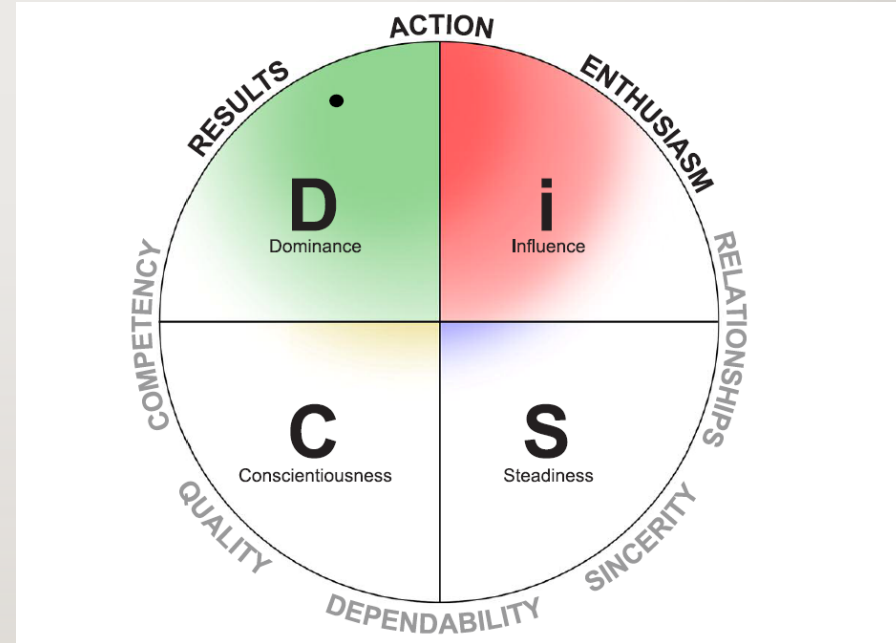
Compliance

CHARACTERISTICS

High C:
Detail Oriented, Conventional, Exacting

Low C:
Arbitrary, Unbending, Unsystematic

Famous High Cs:
Neil deGrasse Tyson
James Franco
Bill Belichick
Arianna Huffington
Martha Stewart



DISC PROFILE

INFLUENCE

BOARD MEMBER OF

- **MERIDIAN AREA BUSINESS ASSOCIATION
VICE PRESIDENT**
- **REO TOWN COMMERCIAL ASSOCIATION**
- **GREATER LANSING HISPANIC CHAMBER
PRESIDENT**
- **GREATER LANSING CHAMBER OF COMMERCE**
- **LANSING AREA ECONOMIC PARTNERSHIP
(LEAP)**

SUPPORTIVE / INVOLVED IN:

- LANSING CHAMBER AMBASSADOR
- CAERUSNET TEAM FACILITATOR
- LANSING HOME BUILDERS ASSOCIATION
- RIVERVIEW CHURCH
- CHRISTIAN BUSINESS MEN'S CONNECTION
- TOYS FOR TOTS
- SMALL BUSINESS DEVELOPMENT CENTER

- SPARROW FOUNDATION – DAPPER DADS
- LANSING PROMISE
- EMPOWER SUCCESS
- WOMEN'S CENTER OF LANSING
- OLD TOWN COMMERCIAL ASSOCIATION
- GRAND RIVER CONNECTION
- LANSING 5:01
- ALZHEIMER'S ASSOCIATION
- LANSING FOOD BANK
- LANSING CITY RESCUE MISSION
- SMALL BUSINESS ASSOCIATION
- ONE AND ALL PROGRAM
- THE FLEDGE
- HABITAT FOR HUMANITY CAPITAL REGION

AWARDS AND RECOGNITION

Licensed Michigan Agent

Property and Casualty
Insurance

Life, Health, and Accident
Insurance



Caerusnet
2016 Best New
Facilitator



Caerusnet
2017 and 2019
Mid-Michigan
Facilitator of the Year



Lansing Regional Chamber
of Commerce
2017 Ambassador of the Year



Old Town Commercial
Association
2016 Volunteer of the
Year



Grand River Connection
and Lansing Chamber
10 over the next Ten
Nominee
2016,2017,2018



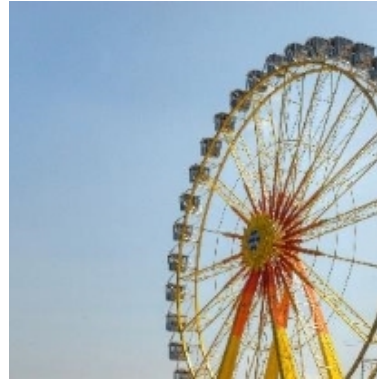
The National Alliance for
Insurance Education and
Research
2018 Completion of
Dynamics Program

9

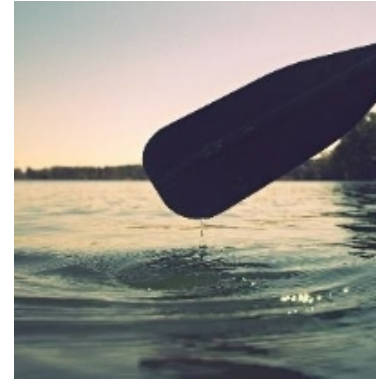


LEGACY

I exist to work intentionally using my unique skills to make the world a better place through my family, my occupation, and my community, powered by my faith.



Always be a learner



Be Intentional and
know your role



Work for higher
purpose



Grow others
understanding



Be the Expert
know your numbers



The success of
others is my goal

BY THE COMMITTEE ON DEVELOPMENT AND PLANNING
RESOLVED BY THE CITY COUNCIL OF THE CITY OF LANSING

WHEREAS, the Mayor has made the appointment of Chaz Carrillo as an At-Large member of the Economic Development Corporation / Tax Increment Finance Authority / Lansing Brownfield Redevelopment Authority Board of Directors for a term to expire February 28, 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 Development & Planning met on February 1, 2023 and took affirmative action.

NOW, THEREFORE, BE IT RESOLVED that the Lansing City Council, hereby, confirms the appointment of Chaz Carrillo as an At-Large member of the Economic Development Corporation / Tax Increment Finance Authority / Lansing Brownfield Redevelopment Authority Board of Directors for a term to expire February 28, 2028.

Application for Appointment to Board or Commission

Thank you for your interest in serving on a Lansing Board, Commission, or Committee.

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Lansing City Charter, Section 5-104, Ineligibility For Boards, restricts certain City employee activities on some boards: "No person holding another City office or activity employed by the City shall be eligible to be a voting member on any board."

Date	07/29/2022
First Name	Sandra
Last Name	Lupien
Date of Birth	
Address	920 Cleo Street
City	Lansing
State	MI
Zip Code	48915
Email	sandra.lupien@gmail.com

If you don't know which ward you live in, visit the [Lansing Neighborhoods Ward Map](#) and type in your address to find out!

Ward	Ward 4
Precinct	38
Best Phone Number to Contact You	510-681-3171 (the area code is not a typo)

In what year did you move to Lansing?	2021
Additional Information Regarding Experience and Credentials	Please see resume
Occupational Background	Please see resume.
Educational Background	Please see resume.
Previous Appointments	None in Lansing
Current Appointments	None in Lansing
Please attach a resume if available.	<i>File(s) attached:</i>  Sandra_Lupien_Resume_January+2022.pdf
First Choice for Board to Serve on	Sustainability Commission
Please comment briefly on why you wish to serve on a particular board or commission. Please be specific as to your goals and ideas about how you wish to contribute to the work of the board or commission.	I have more than 15 years experience working on a broad array of climate, sustainability, and environmental issues both professionally in local and state government, academia, and the non-profit sector, and as a volunteer in my communities. I believe strongly in community-driven actions and solutions. I spent the first 24 years of my life in Michigan, and the next 23 years elsewhere (mostly California) before returning to Michigan as a Lansing resident to join Michigan State University as Director, MassTimber@MSU. I am eager to bring my experience and my commitment to holistic and collaborative climate solutions to the service of the Lansing community and the Mayor as a member of the Advisory Committee on Sustainability.
This certification is not required but may impact potential consideration of the appointment being sought. I authorize the use of the information provided above to conduct a background search, including but not limited to criminal history, residency, and indebtedness to the City of Lansing. If selected to serve, I further authorize additional background checks during the term of my service to ensure the required criteria continue to be met. I also acknowledge that I have the affirmative duty to inform the City if I become aware of any change or condition in my status that fails to meet the required criteria.	
Agreement to Background Check Authorization	☒ I agree
Please type your name in this box to signify that you can serve on a board or commission and the information in this application is accurate to the best of your knowledge.	Sandra Lupien
Date & Time	07/29/2022 12:00 PM (EDT)
Receive an email copy of this form.	Yes

PROFILE

With extensive leadership experience across the non-profit, public (State and local government), academic, and private sectors, I'm a mission-driven policy, program, external affairs, and organizational strategist and manager, passionate about creating holistic solutions to climate, community, and economic challenges.

I harness an entrepreneurial style based on listening to, connecting with, and synthesizing the interests of stakeholders of diverse backgrounds from multiple sectors.

My approach integrates expertise across a broad range of policy areas: forest resilience management/wood product development, climate change mitigation and adaptation, active transportation, community development and land use, public health, and racial equity.

EDUCATION

Master of Public Policy

University of California, Berkeley
Goldman School of Public Policy
Policy & Research Focus:

Resilient Forest Management/Wood Product Development; Climate Change Adaptation, Resilience, and Mitigation; Human Right to Water and Sanitation for People Experiencing Homelessness

Bachelor of Science, Management

University of San Francisco

Focus:

Organization Behavior & Leadership

Award:

Dean's Medal of Excellence

Sandra Lupien, MPP

(510) 681-3171

sandra.lupien@gmail.com

<https://www.linkedin.com/in/sandralupien/>

MASS TIMBER/WOOD PRODUCTS

Director, MassTimber@MSU (July 2021–Present)

Michigan State University Department of Forestry

Mobilize engagement, education, research, policy, and partnerships to understand and remove barriers to sustainable mass timber construction and manufacture in Michigan and the Great Lakes region.

Consultant (2019)

University of California, Santa Cruz

Center for the Study of Force Majeure

Produced white paper titled *Identifying Market Interests and Opportunities for Sierra Nevada Sustainable Forestry Materials* linked at <https://bit.ly/3aM5OGG>

Consultant (2018)

E2 Environmental Entrepreneurs

Produced *Removing Barriers to Cross-Laminated Timber Manufacture & Adoption in California: A game-changer for wildfire, forests, and climate change*. The report, linked at <http://bit.ly/2J8RWJw>: a) analyzes potential for a CLT industry using small-diameter timber and beetle-kill pine to create a revenue stream that supports active, ecological forest management on public forests in California in order to reduce wildfire hazard, increase carbon resilience, and sustain long-term forest health; and b) advances recommendations to maximize opportunities for, and remove barriers to an ecologically sustainable CLT industry.

Co-founder/Managing Partner (2016-18)

SapphirePine LLC

Co-led all aspects of a climate and sustainability focused furniture company that transformed drought- and beetle-killed trees into furniture. Drafted business plans, funding proposals, budgets; managed brand identity development, sales, marketing, media.

PUBLIC SECTOR

Deputy Director, External Affairs and Communications (2019–21)

State of California Governor’s Office of Planning and Research

California Strategic Growth Council

As part of the leadership team at this cabinet-level organization, designed and led cross-programmatic and cross-agency communication and external affairs strategies in service of the mission to realize equitable, healthy, thriving, resilient communities in the face of climate change. Liaison to the Governor’s office on all communications and external affairs matters.

Communications & Outreach Manager (2013-14)

County of Sonoma Department of Health Services

As part of the executive management team at Sonoma County Animal Services, developed & implemented a comprehensive, community-driven communications & outreach plan that resulted in a significant increase in overall public awareness of agency’s successes and in positive media coverage, and a new, positive brand identity and marketing campaign for a controversial agency; developed and launched individual giving program that grossed \$100K in its first year.

NOT-FOR-PROFIT

Senior Campaign Strategist (2016)

Communications Manager, Western Region (2014-16)

Food & Water Watch

Developed and launched a national coalition-building campaign on water quality trading policy; developed and implemented comprehensive media communication strategies to support environmental and climate campaign and policy goals. Trained, mentored, and managed the communications and media strategy work of over a dozen community organizers. Earned hundreds of print, online, and broadcast hits in national and international media, as well as in state, regional, and local outlets in California, Colorado, Oregon, Washington, New Mexico, Texas, Maryland, Michigan, and Iowa.

Advocacy, Communications, and Outreach Director (2008-13)

Sonoma County Bicycle Coalition

Directed and implemented all communications and outreach programs, and co-managed fund development and sustainable transportation policy advocacy, building and leveraging relationships that resulted in: significant positive shift in organization’s public image from activist to advocate and partner; defeat of campaign to repeal sales tax funding for the SMART train & pathway project; significant increase in positive media coverage of bicycling issues; passage of new “Vulnerable User Protection Ordinance” in several jurisdictions; significant increase in individual and corporate giving; coordination for U.S. Rep. Mike Thompson of in-district briefing by bicycling stakeholders; co-founding of popular women’s cycling program with Sonoma County Supervisor Shirlee Zane.

POLICY CONSULTING

Common Spark Consulting (2019)

Advised clean energy finance clients on governance, policy, and communications matters.

Environmental Justice Coalition for Water (2018-19)

Produced and moderated webinar *California's Human Rights Crisis: Inadequate Access to Water and Sanitation by Californians Experiencing Homelessness*, linked at <https://bit.ly/39IEd80>; Represented client on panel hosted by the State Water Board on solutions to access to water and sanitation by homeless Californians.

University of California Berkeley Law School Environmental Law Clinic (2017-18)

Researcher and lead co-author of *Basic & Urgent: Realizing the Human Right to Water & Sanitation for Californians Experiencing Homelessness*. The report, linked at <https://bit.ly/2N0JAYW>, features case studies, promising practices, and recommended policy and programmatic interventions to help realize the human right to water for the state's most vulnerable residents.

Hartford Climate Stewardship Council (2017)

Identified, analyzed, and recommended equitable policies, which the City of Hartford, Connecticut is now using to build community resilience to the impacts of climate change on its most vulnerable communities. Excerpts linked at <http://bit.ly/2oJiW8Y>.

University of California Climate Readiness Institute (2016-17)

Under a grant from the State of California to implement AB 2516, assessed barriers to sea-level rise readiness in all coastal regions of the state with an eye toward regional approaches; interviewed dozens of city/county planners, advocates, scientists, and administrators; conducted a literature review; helped develop metrics and methodology to track and rank preparedness.

MEDIA

Anchor/Reporter/Public Affairs Producer (2005-07)

Pacifica Radio Network, KPFA 94.1 FM

Researched, wrote, edited, and hosted daily hour-long newscast and headline newscasts; on-air fundraising; managed the work of 12 paid and volunteer news staff; produced weekly public affairs program and special broadcasts, hosted public affairs programs and national special broadcasts; taught news writing participants in Apprenticeship Program, which trains women and people of color in radio production technique.

TEACHING

Graduate Student Assistant for undergraduate course: "Culture & Natural Resource Management" (2017-18)

University of California, Berkeley, Environmental Science & Policy Management

Led two discussion sections per semester, comprising about 30 students each.

Designed lesson plans based on course content focused on the intersection of structural racism with colonization, land use, and California water policy.

LEADERSHIP

Forestry Committee Member

California Association of Resource Conservation Districts (2018-19)

Board of Directors (VP/Sec.)

Women's Environmental Network (2017-18)

Advisory Board Member

Terra Cultura (2017-19)

Citizens Advisory Committee

Sonoma County Transportation Authority (2011)

CERTIFICATES

Understanding Forest Carbon Management – Certificate of Completion

Michigan State University

Supervisory Effectiveness – Series 1 Leading People

University of California Davis Extension

BY THE COMMITTEE ON DEVELOPMENT AND PLANNING
RESOLVED BY THE CITY COUNCIL OF THE CITY OF LANSING

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Date	10/06/2021
First Name	Nicholas
Middle	Adam
Last Name	Miller
Other name(s) by which you have been known, including maiden names	Nick Miller
Date of Birth	
Address	3714 Sumpter St.
City	Lansing
State	MI
Zip Code	48911
Email	nickamiller96@gmail.com
Gender	Male

If you don't know which ward you live in, visit the [Lansing Neighborhoods Ward Map](#) and type in your address to find out!

Ward	Ward 3
Precinct	29
Best Phone Number to Contact You	248-242-1454
In what year did you move to Lansing?	2019
Occupational Background	I am a Community Investment Associate working with the Capital Area United Way. As part of my role I assist with the administration of our Volunteer Income Tax Assistance program, both directly serving clients with our free tax preparation service, and assisting in the recruitment, training, and management of volunteers. Prior to my full-time position at the Capital Area United Way, I served as an AmeriCorps member in a similar capacity.
Educational Background	I studied at Michigan State University, acquiring a Bachelor's and Master's degree in Public Policy in 2017 and 2018 respectively. My studies primarily focused on the quantitative and qualitative evaluation of policymaking and implementation.
Previous Appointments	N/A
Current Appointments	N/A
Please attach a resume if available.	<i>File(s) attached:</i>  Resume-2021.pdf
First Choice for Board to Serve on	Planning Board
Second Choice of a Board to Serve on	Human Relations and Community Services Board (HRCS)
Third Choice of a Board to Serve on	Parks Board

Please comment briefly on why you wish to serve on a particular board or commission. Please be specific as to your goals and ideas about how you wish to contribute to the work of the board or commission.

Though I have only been a Lansing resident for the past two years, prior to that I was a resident of the Greater Lansing area and have greatly enjoyed getting to know the area and call it home. Because of this, I would like to become a more active participant in the civic life of the city and contribute my skills and experiences to the betterment of the city.

Planning Board: With the many economic changes that we will face in the coming years and decades, a well laid foundation will be vital in ensuring future success. I believe my background in evaluation and public policy will assist in the thoughtful consideration and crafting of strategic visions for the city's future. We can use in-depth analysis of past plans' successes and failures to inform the future, and ensure a greater proportion of successes as we move forward. Furthermore, my experience building and implementing long-term plans in my professional and personal life gives me the skills to think strategically and approach issues from multiple perspectives without being constrained by pre-existing biases.

Human Relations and Community Services Board: As a political science student, I know that high levels of civic engagement are crucial to the success of democracy at any level. When underserved groups are excluded, intentionally or unintentionally, their invaluable perspectives on the issues we face are suppressed and they are far less likely to be active participants. By fostering mutual respect among the various communities in Lansing and ensuring equitable benefit from the many services offered by the city, I believe the HRCS board plays a vital role in promoting the engagement of all city residents. I believe my background working with diverse groups of individuals, both in my person and professional life, will give me the perspective both to work with others of differing opinions and address issues surrounding equitable use of city services.

Parks Board: As a lover of the outdoors, I have greatly enjoyed getting the chance to experience Lansing's many parks, particularly those within my home neighborhood of Churchill Downs and those connected to the river trail network. I have been heartened to see Lansing's commitment to the creation of regional park systems as it is truly an asset for the entire community. I would like to be able to contribute to the continued improvement of the park systems so that they may continue being a powerful asset for both the city and the entire region.

In addition to the specific skills listed for each board and commission, I believe my technical skillsets and ability to quickly learn new information and skills equip me well to be an asset wherever I have the privilege to serve.

Qualifications and Eligibility – At this time, if you do not meet one or more of the qualifications or eligibility requirements listed at the top, please state here the requirement to be met and explain how you will be qualified or eligible before you would be sworn in to an appointed office.

N/A

This certification is not required but may impact potential consideration of the appointment being sought. I authorize the use of the information provided above to conduct a background search, including but not limited to criminal history, residency, and indebtedness to the City of Lansing. If selected to serve, I further authorize additional background checks during the term of my service to ensure the required criteria continue to be met. I also acknowledge that I have the affirmative duty to inform the City if I become aware of any change or condition in my status that fails to meet the required criteria.

Agreement to Background Check Authorization • I agree

Please type your name in this box to signify that you can serve on a board or commission and the information in this application is accurate to the best of your knowledge.	Nicholas Adam Miller
Date & Time	10/06/2021 2:00 PM (EDT)
Receive an email copy of this form.	Yes

Nicholas Miller

Current Address: 3714 Sumpter Ave., Lansing, MI 48911 | 248-242-1454 | nickamiller96@gmail.com

Education

MASTER OF PUBLIC POLICY | MICHIGAN STATE UNIVERSITY | SEPTEMBER 2016-MAY 2018

BACHELOR OF ARTS IN PUBLIC POLICY | MICHIGAN STATE UNIVERSITY | SEPTEMBER 2014-MAY 2017

Work Experience

VITA ASSOCIATE – CAPITAL AREA | UNITED WAY OF SOUTH CENTRAL MICHIGAN | SEPTEMBER 2019-PRESENT

- Support the expansion of the program from 3 to 9 counties, directly managing sites in 3 of those counties, including our highest capacity site.
- Coordinate efforts with partner organizations to host sites and ensure seamless integration between our clients and partner services.
- Directly serve more than 500 clients with tax preparation services each season while providing support to volunteers.
- Develop and manage a fully virtual training system, as well as the content used, for our community of 200+ volunteers and staff members.
- Lead efforts to obtain grant funding for VITA program including grant writing and editing.
- Led organization effort for Show Me the Money Day community event hosting more than 24 partner organizations and over 200 attendees.
- Redesigned and implemented surveys to better improve our data collection, and curated data at the close of the season.
- Design reports that are shared with board of director members and stakeholders.

AMERICORPS MEMBER | CAPITAL AREA UNITED WAY | SEPTEMBER 2018-SEPTEMBER 2019

- Assisted in a volunteer recruitment effort that increased our volunteer base by close to 25% and led to more than a 7% increase in the number of VITA clients served.
- Attended public meetings and interacted with local officials to build support for the program.

Additional Skills

COMPUTER SKILLS

- Advanced proficiency with both Microsoft and Google suites of apps.
- Intermediate proficiency in Adobe Illustrator, InDesign, and Premiere, and Canva.
- Intermediate proficiency with Stata Data Analysis software as well as Squarespace.

VERBAL AND WRITTEN COMMUNICATION

- Strong experience in formal writing in the academic setting as well as functional writing in the workplace.
- Lead in-person and virtual meetings with volunteers, stakeholders, and peers.
- Communication over a variety of social media platforms for volunteer recruitment and service marketing.

Non-profit Leadership Experience

PAY IT FORWARD TOURS – CHAIRMAN OF THE BOARD OF DIRECTORS (AUGUST 2018-AUGUST 2020)

- Rebuilt nonprofit organization after dissolution of predecessor, recovering and rebuilding assets, successfully sending more than 150 individuals on volunteer trips in our first year as an independent entity.
- Oversaw a budget of close to \$100,000 and worked with a partner to manage and train a team of more than 20 people.
- Designed and maintained a website which handled registration and was an access point for recruitment efforts.

CHURCHILL DOWNS COMMUNITY ASSOCIATION – VICE PRESIDENT (MAY 2022-PRESENT)

- Worked with a team to assist in the planning and execution of community events.
- Helped with various volunteer projects including our annual bulk trash collection day.
- Assist in leading monthly general member meetings, and support the planning for those meetings.

BY THE COMMITTEE ON DEVELOPMENT AND PLANNING
RESOLVED BY THE CITY COUNCIL OF THE CITY OF LANSING

WHEREAS, the Mayor has made the appointment of Nicholas Miller as the 3rd Ward member of the Planning Board for a term to expire June 30. 2023; 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 Development and Planning met on February 1, 2023 and took affirmative action.

NOW, THEREFORE, BE IT RESOLVED that the Lansing City Council, hereby, confirms the appointment of Nicholas Miller as the 3rd Ward member of the Planning Board for a term to expire June 30. 2023.

Introduction of Ordinance

The Committee on Development & Planning introduced

An ordinance of the City of Lansing, Michigan, to amend the Lansing Codified Ordinances by amending Chapter 1212, to add Section 1212.01 that provides for the renaming of the City Planning Board to the "Planning Commission" pursuant to Section 11 of the Michigan Planning Enabling Act, being MCL 125.3811.

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

BY THE COMMITTEE ON DEVELOPMENT & 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, March 13, 2023, 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 amendment to Chapter 1212, to add Section 1212.01 that provides for the renaming of the City Planning Board to the "Planning Commission" pursuant to Section 11 of the Michigan Planning Enabling Act, being MCL 125.3811.

CITY OF LANSING
NOTICE OF PUBLIC HEARING

The Lansing City Council will hold a public hearing on Monday, March 13, 2023, at 7:00 p.m. in the Tony Benavides Lansing Council Chambers, 10th Floor, Lansing City Hall, 124 W. Michigan Avenue, Lansing, Michigan to consider an ordinance of the City of Lansing Michigan, to amend Lansing Codified Ordinances by Chapter 1212, to add Section 1212.01 that provides for the renaming of the City Planning Board to the "Planning Commission" pursuant to Section 11 of the Michigan Planning Enabling Act, being MCL 125.3811.

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.

Chris Swope, Lansing City Clerk
www.lansingmi.gov/Clerk
www.facebook.com/LansingClerkSwope

ORDINANCE NO. _____

An ordinance of the City of Lansing, Michigan, to amend the Lansing Codified Ordinances by amending Chapter 1212, to add Section 1212.01 that provides for the renaming of the City Planning Board to the “Planning Commission” pursuant to Section 11 of the Michigan Planning Enabling Act, being MCL 125.3811.

THE CITY OF LANSING ORDAINS:

Section 1. That Chapter 1212 of the Code of Ordinances of the City of Lansing, Michigan be and is hereby amended to add Section 1212.01, to read as follows:

CHAPTER 1212

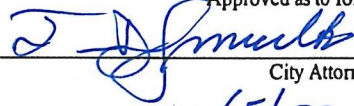
1212.01. Pursuant to the Michigan Planning Enabling Act, 2011 PA 31, et seq. and specifically Section 11 of said act, being MCL 125.3811, the City of Lansing planning board shall now officially be named the “planning commission.” All reference to the planning board in the City charter, ordinances, resolutions, regulations and all other documents and instruments shall hereafter refer to and be synonymous with the planning commission name and the planning commission shall have and retain all the powers and duties of the planning board under all City and State laws.

Section 2. If any portion of this Ordinance is held invalid for any reason, that holding will not affect the validity of the remaining portions of this Ordinance, which will continue in full force and effect.

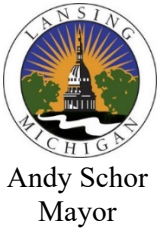
Section 3. Any ordinances in conflict with this Ordinance are repealed, but only to the extent necessary to give this Ordinance full force and effect.

1 Section 4. This ordinance shall take effect on the 30th day after enactment, unless given
2 immediate effect by City Council and shall expire December 31, 2031.

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Approved as to form:


City Attorney
Dated: 12/5/22



LANSING PLANNING BOARD
Regular Meeting
December 6, 2022 – 6:30 p.m
Neighborhood Empowerment Center
600 W Maple Street, Lansing, MI

MINUTES – *DRAFT*

1. OPENING SESSION

Mr. Morgan called the meeting to order at 6:33 p.m.

- a. Present: Katie Alexander, Farhan Bhatti, Tony Cox, Monte Jackson, Thomas Morgan
- b. Absent: Josh Hovey (excused), John Ruge
- c. Staff: Barb Kimmel, Doris Witherspoon, Andy Fedewa

2. APPROVAL OF AGENDA – The agenda was approved by unanimous consent

3. COMMUNICATIONS

- Letter from Rawley Van Fossen, Executive Director, Capital Area Housing Partnership, in support of CDBG, HOME, ESG federal funds for fiscal year 2023

4. PUBLIC HEARINGS

- a. **FY 2023 Annual Action Plan, Citywide Needs Hearing** – CDBG, HOME, ESG Resources.

Ms. Witherspoon stated that the purpose of the public hearing is to receive input on the proposed funding allocations for the fiscal year 2023 (7/1/23-6/30/24) of the Community Annual Action Plan. She said that the amount of the appropriations that the City will be receiving for fiscal year 2023 are estimated to be the same as last year, but exact numbers are not available at this time. As with previous years, the City of Lansing will proceed with the Action Plan process/schedule and plan based on the previous year's allocations and adjust accordingly once the actual allocations are received. She said that the budget projections are subject to pro-rata adjustments based on the actual amounts awarded to the City of Lansing by the Department of Housing and Urban Development.

Ms. Witherspoon stated that CDBG funds can be used to fund housing rehabilitation, public service programs, and economic development that benefits persons of low to moderate income. She said that the HOME program provides down payment assistance for home buyers as well as funding for new housing and housing rehabilitation. ESG eligible activities include rapid re-housing, homelessness prevention, street outreach and emergency shelter operations.

Mr. Morgan opened the public hearing.

Rebecca Kasen, Women's Center, spoke on the services the Women's Center provides and suggested that the City allocate funds to more organizations than just those that are religious based. Ms. Kasen stated many of their clients and other persons across the City either do not identify with a religion or have been discriminated against by a religious shelter.

Carl Tielking, OneDay Industries, spoke on the need for 'tiny house' developments for rapid rehousing of homeless persons and requested changes to the zoning ordinance.

Dr. Charla Burnett, Michigan State University, spoke on the Emoja Houses, using short-term rentals as a form of safe, temporary housing, for those who may not use the established shelters. Dr. Burnett reenforced previous comments about the need for funds to go to non-religious organizations and organizations that assist LGBTQ persons.

Seeing no one else wishing to speak, Mr. Morgan closed the public hearing.

5. COMMENTS FROM THE AUDIENCE – None

6. RECESS – Not taken

7. BUSINESS

A. Consent Items

(1) Minutes for approval: November 10, 2022

The minutes from the November 10, 2022 Planning Board meeting were approved without objection.

(2) 2023 Planning Board Meeting Schedule

The 2023 Planning Board Schedule was approved without objection.

B. Old Business – None

C. New Business – None

8. REPORT FROM PLANNING MANAGER

Mr. Fedewa informed board members that Ms. Cerna's term expired June 30th and that she did not seek reappointment. Staff has extended a thank you to Ms. Cerna for her service.

9. COMMENTS FROM THE CHAIRPERSON – None

10. COMMENTS FROM BOARD MEMBERS

Mr. Morgan informed the board members that he has been in discussion with the Office of the City Attorney to have the Planning Board renamed to the Planning Commission, consistent with and as required by the Michigan Planning Enabling Act. He stated that the City Council has introduced a resolution to make this change.

Dr. Bhatti thanked those who made comments about their organizations or the needs of those in our community and stated that he works daily with clients that experience homelessness, hardships with the religious organizations, and other challenges in finding safe, quality, affordable housing.

11. PENDING ITEMS: FUTURE ACTION REQUIRED – None

12. ADJOURNMENT – The meeting was adjourned at 6:54 p.m.