



LANSING PLANNING COMMISSION
Regular Meeting
Wednesday, August 7, 2024, 6:30 p.m.
Neighborhood Empowerment Center
600 W. Maple Street, Lansing, MI 48906

AGENDA

- 1. OPENING SESSION**
 - A. Roll Call**
 - B. Excused Absences**
- 2. APPROVAL OF AGENDA**
- 3. COMMUNICATIONS**
- 4. PUBLIC HEARINGS & ITEMS FOR ACTION**
 - A. Z-1-2024, 3724 Pleasant Grove Road, Rezoning from R-3 "Suburban Residential" to MFR "Multi Family Residential"1**
 - B. SLU-1-2024, 1950 N Waverly Road, Special Land Use Permit for an Adult Foster Care Home 7-12 residents in the "R-2" Residential district 2**
- 5. COMMENTS FROM THE AUDIENCE (please limit comments to 3 minutes per person)**
- 6. RECESS**
- 7. BUSINESS**
 - A. Consent Items**
 - (1) Minutes for approval: June 4, 2024 3**
 - B. Old Business**
 - (1) Draft Sign Ordinance, Chapter 1310, July 10 Revision 4**
 - (2) Form-Based Zoning Code, Draft Accessory Dwelling Unit Amendment5**
 - C. New Business**
 - (1) Act-4-2024, 2300 S Washington Avenue, Purchase of Property 6**
- 8. REPORT FROM PLANNING & ZONING OFFICE**
- 9. COMMENTS FROM THE CHAIRPERSON**
- 10. COMMENTS FROM COMMISSION MEMBERS**
- 11. PENDING ITEMS: FUTURE ACTION REQUIRED**
- 12. ADJOURNMENT**

Next Regularly Scheduled Meeting: Tuesday September 3, 2024

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

GENERAL INFORMATION

APPLICANT:	Brent Wheeler 1632 Robindale Dr. Hermitage, TN 37076
OWNER:	WM Investments LLC (Resident Agent: Brent Wheeler) 515 Allen St. Lansing, MI 48912
REQUESTED ACTIONS:	Rezone from R-3 “Suburban Residential” to MFR “Multi Family Residential”
EXISTING LAND USE:	Single-family residential
PROPERTY SIZE:	41,580 square feet, 0.955 acre
SURROUNDING LAND USE:	N: City of Lansing Fire Station S: BWL substation E: Single-family residential W: Multi-family residential
SURROUNDING ZONING:	N: R-3 “Suburban Residential” S: R-3 “Suburban Residential” E: MFR “Multi Family Residential” W: R-3 “Suburban Detached Residential”
MASTER PLAN:	The Design Lansing Master Plan designates the future land use of the subject property for low density residential development. Pleasant Grove Rd is designated as a neighborhood connector street type.

DESCRIPTION:

This request to rezone 3724 Pleasant Grove Road from R-3 “Suburban Residential” to MFR “Multi Family Residential” is to permit two five-unit, multi-family rowhouses. Exhibit A is a proposed plot plan intended to show site layout in compliance with the density restrictions and development requirements of the proposed MFR zoning district. The existing single-family house would be demolished to facilitate the new buildings.

REZONING ANALYSIS**COMPATIBILITY WITH SURROUNDING LAND USE:**

The property is currently zoned R-3 Residential, which district permits one single-family residential dwelling unit per parcel. The proposed MFR zoning, by contrast, permits multiple family residential development with density limits that accommodate the proposed development. The acreage of the

subject property (0.955 acres) is sufficient to fit the 10-unit concept plan proposed by the applicant, under the permitted density of the proposed “MFR” zoning.

The proposed development will be compatible with and should have no negative impacts on any of the surrounding properties. Directly north of the subject parcel is a Lansing Fire Department Station, directly south is a Board of Water and Light substation, and west is an approximately 20-acre campus of two-story rowhouses similar to the proposed development.

COMPLIANCE WITH MASTER PLAN:

Although the Future Land Use Plan Map designates this area as low-density residential it fails to reflect the multi-family residential campus adjacent to the subject parcel or other multi-family developments nearby in this neighborhood.

At ten units per acre, the proposed development does fall within density norms stated in the master plan. Mid-century neighborhoods are usually six units per acre while pre-WWII are six to ten per acre. Rowhouse developments are stated as 10-20 units per acre. The existing single-family home is slightly unusual at one unit per acre and could be considered an inefficient use of land.

The proposed development meets other master plan strategies and goals such as meeting the current housing demand, compatible residential infill, diverse housing choice and middle housing (dwellings two- to six-units) and locating multi-family housing near transit.

IMPACT ON VEHICULAR AND PEDESTRIAN TRAFFIC:

The subject property is located on Pleasant Grove Road and is less than a quarter mile (approximately 5-minute walk) from Holmes Road; both are the neighborhood connector street type which is designed to accommodate local traffic as a collector street. The ideal neighborhood connector street should have bike lanes and bus service, which are present on both Pleasant Grove Rd. and Holmes Rd. do so this site is well suited to accommodate increased residential density. This location gives residents options to move about without a personal vehicle, but anticipated traffic from a 10-unit development is predicted to have a negligible impact on the circulation network. The proposed development will have 25 parking spaces, slightly more than the required 20.

IMPACT ON PUBLIC FACILITIES:

The site plan for the proposed development will require administrative review and approval. Primary components of this review are the plans for the storm sewer/drainage and all other utility systems.

ENVIRONMENTAL IMPACT:

The site plan will be reviewed for compliance with all applicable City codes and ordinances, many of which are specifically designed to ensure that the development does not have any negative impact on the environment. Furthermore, Pleasant Grove Road and Holmes Road are bus routes which will allow residents of the development to be less dependent on private transportation. Reducing motorized traffic has a positive impact on the environment as less traffic results in less pollution created by greenhouse gas emissions. It also results in less wear and tear on streets.

IMPACT ON FUTURE PATTERNS OF DEVELOPMENT:

The rezoning will allow for residential development on just one acre, consistent with the low-medium density standards in City's Master Plan. Because the subject property is adjacent to a 20-acre rowhouse development and between two non-residential land uses the two 5-unit buildings are not expected to have negative impacts on future patterns of development in the area nor set an unusual precedent for multi-family residential in the area.

The number of dwelling units, or density, in the MFR district is controlled by the minimum lot size per dwelling unit standard based on the number of bedrooms per unit. These standards are as follows: 2200 square feet of lot size per efficiency unit. 1-bdrm: 2600 sq. ft., 2 bdrm: 3000 sq. ft., 3+ bdrms: 3800 sq. ft. In this instance, to accommodate ten three-bedroom units the parcel would have to have at least 3,800 square feet of property per unit, or 38,000 square feet. At 41,580 sq. ft., this requirement for the subject property would be satisfied.

SUMMARY

This purpose of this request to rezone 3724 Pleasant Grove Rd. from "R-3" Suburban Residential to "MFR" Multi Family Residential is to permit two five-unit, two-story rowhouses. Attached is a proposed plot plan. The subject property is large enough to satisfy the lot size per dwelling unit and required parking standards.

The findings of fact as described in this staff report support a positive recommendation for the requested rezoning. The proposed rezoning will have no negative impacts on traffic, public services, the environment, or future patterns of development in the area. In addition, new residential units will provide much needed housing with convenient access to public transportation and bike lanes.

RECOMMENDATION

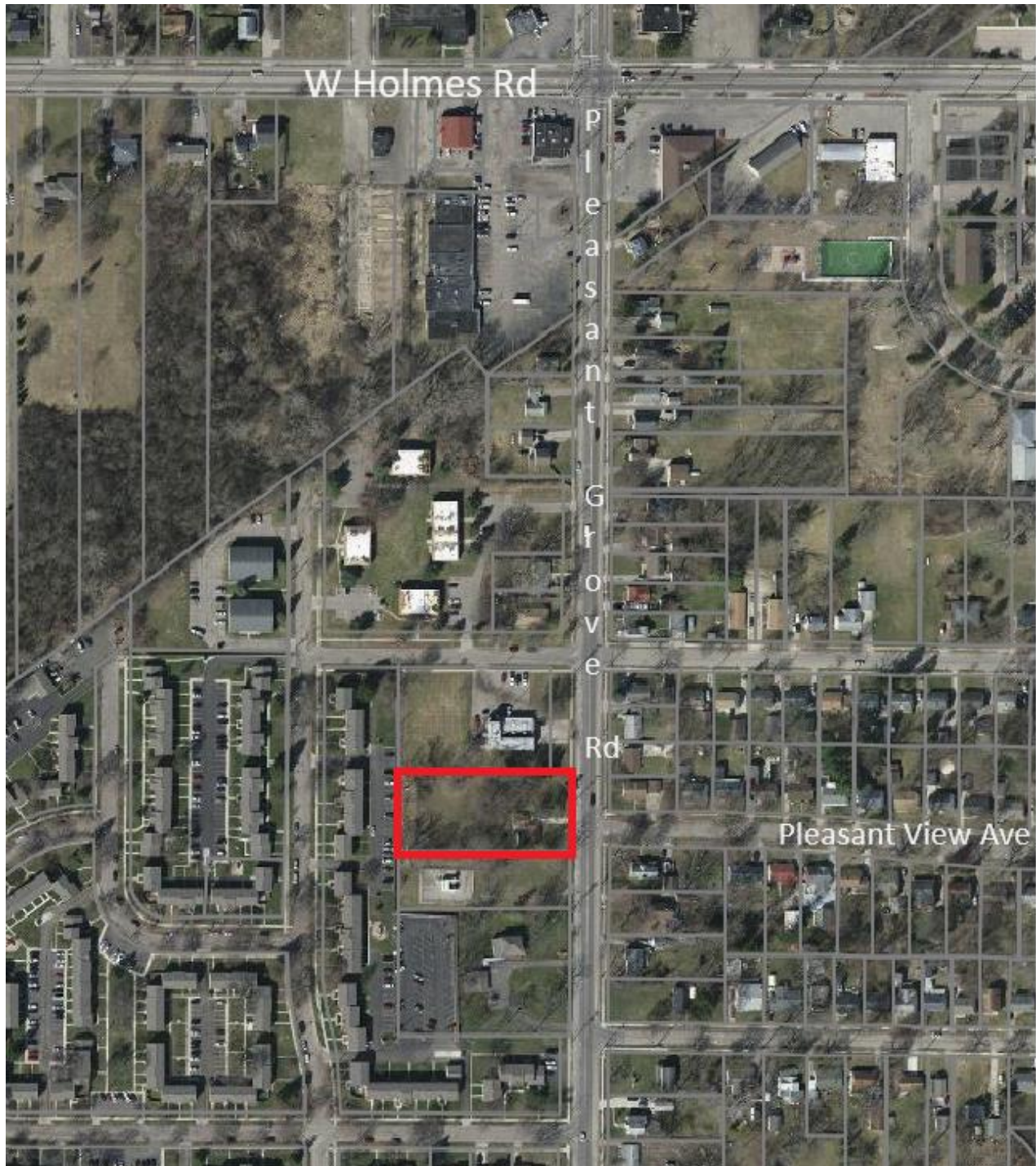
Pursuant to the findings described above, the following motion is offered for the Planning Commission's consideration:

"I make a motion to recommend approval of Z-1-2024 to rezone 3724 Pleasant Grove Road from "R-3" Suburban Residential to "MFR" Multi Family Residential."

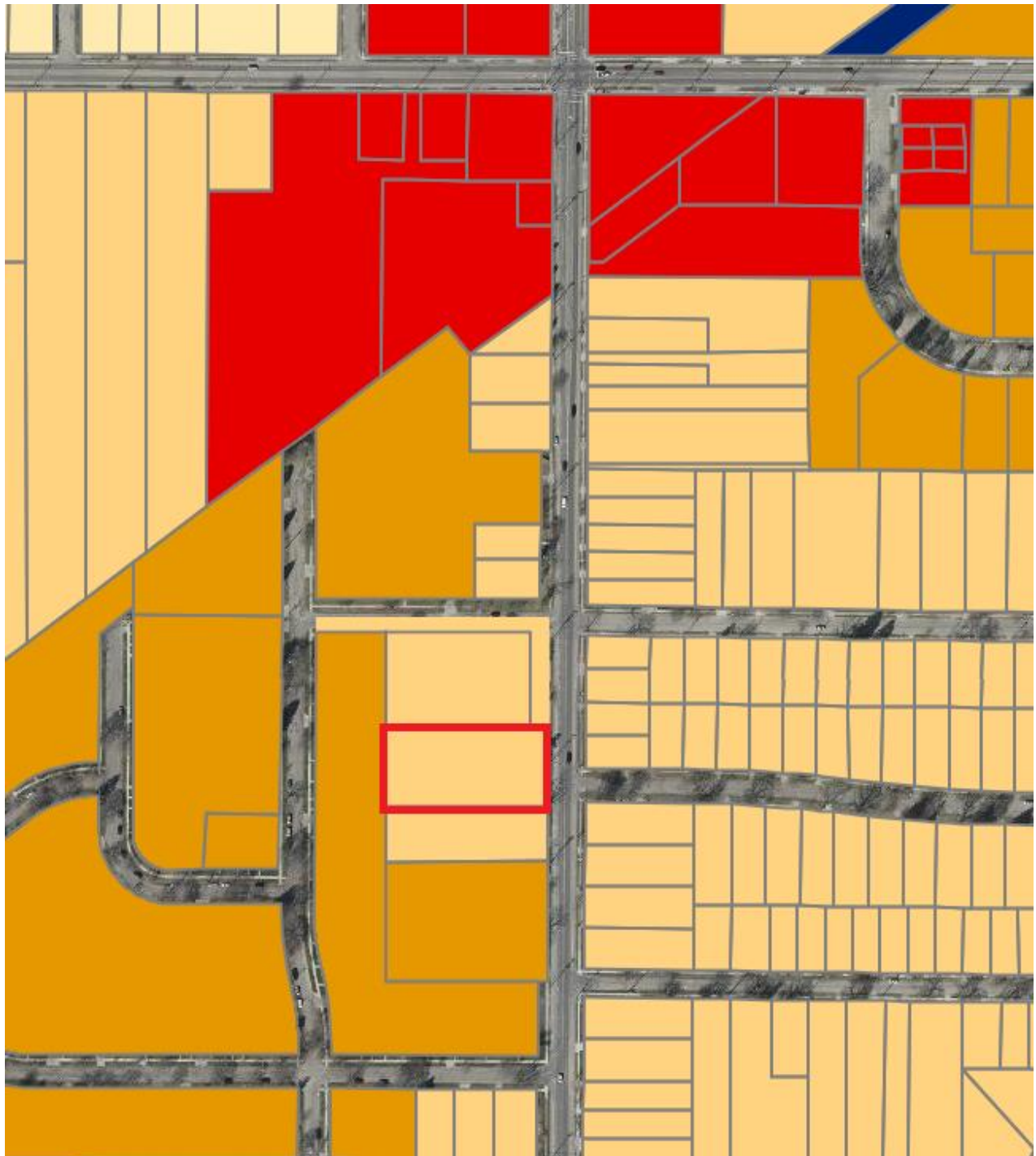
Respectfully Submitted,

**Andy Fedewa
Planner**

Aerial:



Zoning:

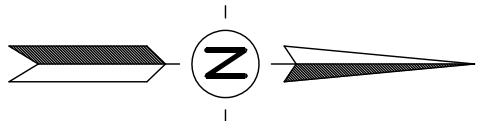


SKETCH PLAN

3724 PLEASANT GROVE ROAD

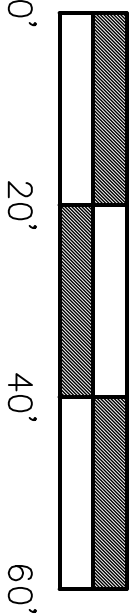
For:
WM Investments, LLC
1632 Robindale Drive
Hermitage, TN 37076

Survey Address:
3724 Pleasant Grove Road
Lansing, MI 48910
ID: 33-01-01-31-231-041



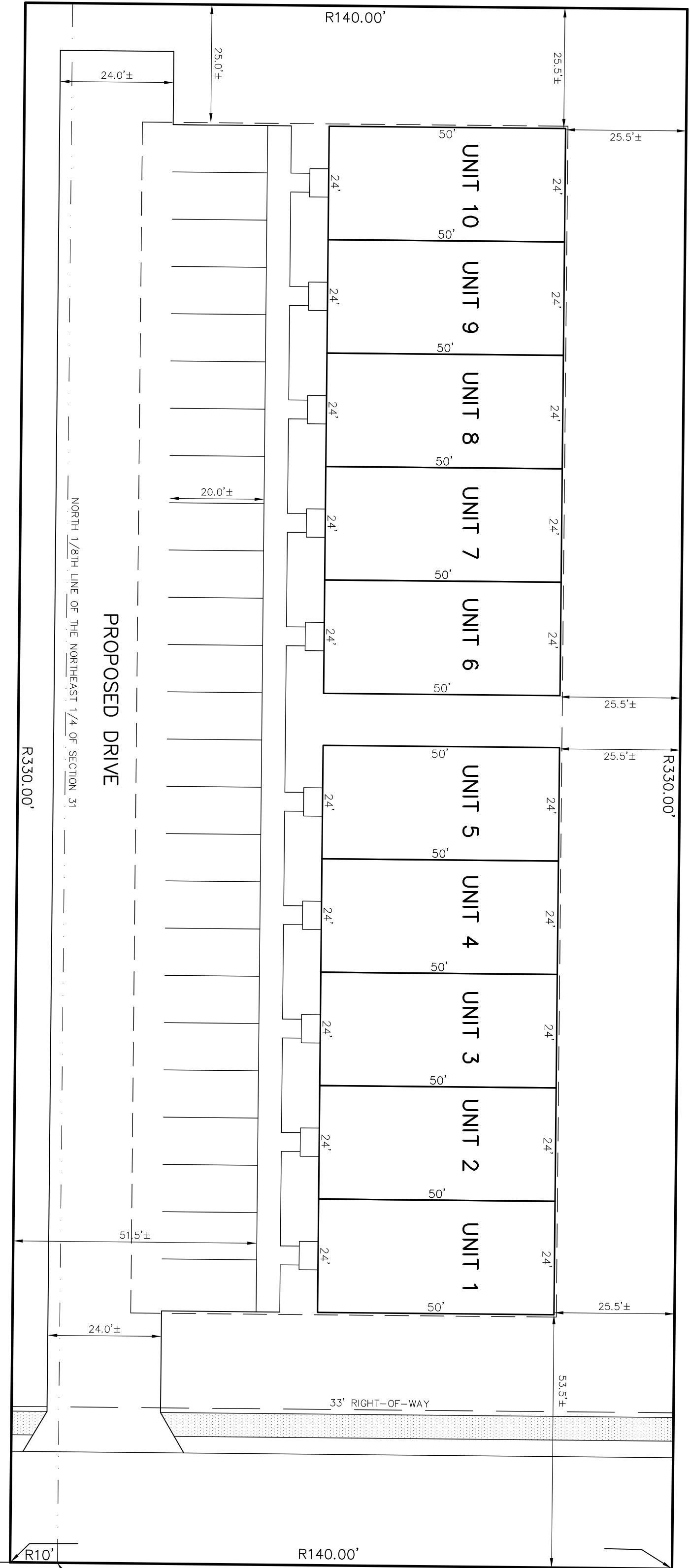
NORTHEAST CORNER
SECTION 31, T4N, R2W

SCALE 1" = 20'



Legal Description (as provided): Commencing 10 South of the East 1/8th post of the Northeast 1/4 of Section 31, T4N, R2W, City of Lansing, Ingham County, Michigan; thence North 140 feet; thence West 330 feet; thence South 140 feet; East to the point of beginning.

R = Recorded Dimension
— = Deed Line
-|- = Distance Not to Scale
[] = Deck, Porch, Sidewalk, & Patio Areas



PLEASANT GROVE ROAD

EAST 1/8TH CORNER OF THE NORTHEAST 1/4 OF SECTION 31, T4N, R2W

P.O.B.

EAST 1/4 CORNER
SECTION 31, T4N, R2W

This plan was made at the direction of the parties hereon and intended solely for their immediate use and no survey has been made and no property lines were monumented, all easements recorded or unrecorded may not be shown, unless specifically noted, and no dimensions are intended for use in establishing property lines.

PRELIMINARY

ERICK R. FRIESTROM DATE
PROFESSIONAL SURVEYOR NO. 53497

REVISIONS	COMMENTS	KES ENGINEERING BRYAN LAND SURVEYS		
06/11/2024	SKETCH	2116 HASLETT ROAD, HASLETT, MI 48840 PH. 517-339-1014 FAX. 517-339-8047		
		13432 PRESTON DRIVE, MARSHALL, MI 49068 PH. 269-781-9800 FAX. 269-781-9805		
		DRAWN BY SLH	SECTION 31, T4N, R2W	
		FIELD WORK BY -	JOB NUMBER:	
		SHEET 1 OF 1		102666.PLT



PETITION FOR RE-ZONING

CITY OF LANSING
PLANNING OFFICE

Reset Form

Print Form

FILE NUMBER: _____

DATE SUBMITTED: _____

To the Honorable Mayor and City Council:

The undersigned do hereby petition for approval to rezone the following described property:

Street address, including zip code, of property to be rezoned

From _____ district to _____ district.

Legal
description:

Applicant: _____

Address (including zip code): _____

Phone number(s): _____

Fax number: _____ Email: _____

Name of owner: _____

Address (including zip code): _____

Phone number: _____

Interest in Property (please check one):

- | | |
|--|--|
| ☐ Option to buy | ☐ Owner |
| ☐ Lessee | ☐ Represent owner |
| ☐ Other (please specify): _____ | |

IF MORE SPACE IS NEEDED FOR THE ITEMS LISTED BELOW, PLEASE ATTACH EXTRA SHEETS

Do you have a specific plan for using this property? ☐ Yes ☐ No

If so, describe and / or
explain the specific land use
proposed for this property:

Please answer the following:

☐ Check here if residential

Number of bedrooms:	<u>Bedrooms</u>	<u># of Units</u>	<u>Total Bedrooms</u>
	Efficiency	_____	_____
	One bedroom	_____	_____
	Two bedrooms	_____	_____
	Three bedrooms	_____	_____
	TOTAL UNITS	_____	

of accessible onsite parking spaces: _____

☐ Check here if non-residential

Number of employees (largest shift): _____

Number of accessible onsite parking spaces: _____

Hours and days / week of operation: _____

Explain what changes or changing conditions make the passage of this rezoning necessary:

Comment on other circumstances which justify the amendment:

A site plan is always helpful in analyzing the petition to rezone land.

A site plan, if appropriate at this time, should be attached to each copy of not less than 1" = 100', identifying the land which would be affected by the rezoning, the existing zoning classification of all abutting land within 300 feet, all public and private rights-of-way and easements. also, show the proposed development on the land with setbacks, access points, locations of accessory structures, trash receptacles, and parking spaces. A Landscape Screening and Buffering plan must be submitted in accordance with Chapter 1290.

If exhibits are to be furnished late, please indicate date of submittal: _____

If exhibits are not submitted in a timely manner, the petition may be tabled or the process delayed.

FEES:

Less than one (1) acre:	\$500.00
One (1) to three (3) acres:	\$650.00
Greater than three (3) acres:	\$800.00

Please have the petition reviewed by and filed with the Planning Office. The Planning Office will transmit it to the City Clerk for official submission.

Signature of applicant:  _____

Name: _____

For assistance, please contact:

PLANNING OFFICE
316 N. CAPITOL AVE., SUITE D-1
LANSING, MI 48933-1236
(517) 483-4066
FAX: (517) 483-6036

GENERAL INFORMATION

APPLICANT:	Asnakech Mengistu and Ketema Beshah 1950 N Waverly Road Lansing, MI 48906
OWNER:	Asnakech Mengistu and Ketema Beshah 5875 Green Road Haslett, MI 48840
REQUESTED ACTION:	Special Land Use Permit for a state-licensed adult foster care, small group home, for up to 12 residents in care (Note: this use is called a ‘small group home’ in the Lansing Zoning Ordinance, but a ‘medium group home’ by the State of Michigan)
EXISTING LAND USE:	Single-family residential
EXISTING ZONING:	“R-2” Suburban Residential
PROPERTY SIZE:	16,296 square feet (.374 acres)
SURROUNDING LAND USE:	N: Single Family Residential S: Single Family Residential E: Single Family Residential W: Delta Township, vacant
SURROUNDING ZONING:	N: “R-2” Suburban Residential S: “R-2” Suburban Residential E: “R-2” Suburban Residential W: Delta Township, Multiple Family Residential
MASTER PLAN DESIGNATION:	The Design Lansing Master Plan designates the subject property for low density residential use. N Waverly Road is designated a suburban corridor street type.

REQUEST

Special land use permit to utilize the existing building at 1950 N Waverly Road for a state-licensed adult foster care, small group home. The proposal is to provide around the clock care for a maximum of 12 residents. The home will be licensed and operated in accordance with all State of Michigan Department of Licensing and Regulatory Affairs (LARA) requirements for adult foster care group home facilities and subject to inspections and oversight thereby.

BACKGROUND INFORMATION

The building on the subject property is currently operated as a state-licensed adult foster care home with up to six residents, which was issued December 20, 2022. The house is 1,630 square feet with three bedrooms, a living room, a dining room, and a den. Two residents occupy each of the three bedrooms. LARA has stated that the two co-applicants share 24-hour a day care and staffing. LARA standards require one staff member per six residents so the co-applicants will be required to hire additional staff. The applicants are proposing to build an addition of approximately 770 square feet onto the house to form an L-shape which will include three new bedrooms, a full bathroom, and a living room. The addition will be subject to all zoning and building code requirements, but there appears to be enough property space to accommodate the increased building size.

According to an online search through LARA conducted July 24, 2024 there do not appear to be any licensed AFC, small group homes near the subject property.

A rezoning is not required for the proposed small group home for up to 12 residents as it is a use permitted under the current “R-2” zoning, with a special land use permit.

SPECIAL LAND USE PERMIT

Section 1262.02(f) of the Zoning ordinance sets forth the criteria which must be used to evaluate a Special Land Use permit request. The criteria and evaluation are as follows.

1. Is the proposed special land use designed, constructed, operated, and maintained in a manner harmonious with the character of adjacent property and the surrounding area?

Large parcels with large homes are common within the Tecumseh River neighborhood but the proposed house addition doubling the existing number of bedrooms and shared space as well as doubling the number of residents to 12 will increase the intensity of the subject property relative to the surrounding neighborhood so care must be taken to maintain existing building setbacks and screening as much as possible. It does appear that some nearby single-family houses are similar in size to the subject house including the proposed addition.

Although the existing adult foster care home is relatively new at this location, there are no substantiated violations by the co-applicants.

Vehicle use by residents is typically very low given the nature of the land use, but the existing house has double-wide garage and enough driveway space to accommodate a minimum of four vehicles parked in tandem. This will be enough space for staff vehicles. There is no space for on-street parking on either N Waverly Road or Tecumseh River Road so no parking will be allowed there or on the yard of the subject property.

The facility will have to be licensed and maintain licensing by the State of Michigan, Department of Licensing and Regulatory Affairs and will be subject to its oversight,

regulations, and requirements. The facility will also be subject to inspections by the both the State and the Ingham County Health Department. The facility will be required to provide around the clock, on-site care by qualified staff to guarantee that all operations will be harmonious with the surrounding neighborhood.

2. Will the proposed special land use change the essential character of the surrounding area?

Although the co-applicants are proposing a house addition doubling the amount of living space and increasing the number of residents to 12, large parcels with large homes are common in this neighborhood . Like any other single-family home, the dwelling will be the home for its residents so it will not involve short-term or transient occupancy. The level of residential activity generated by the proposed use is not expected to change the essential character of the area as residents are under the ‘aged, developmentally disabled, mentally ill’ category from LARA. The level of traffic, daily number of visitors to the site, and activity in general associated with the proposed use is expected to be very low, and comparable to that which was generated by a normal household.

The proposed use may benefit from the expansion of the privacy fence and/or evergreen trees for the privacy and screening of both the residents at the site and nearby neighbors.

3. Will the proposed special land use interfere with the enjoyment of adjacent property?

The proposed 12-bed adult foster care home is not expected to interfere with the enjoyment of adjacent properties. The special land use permit will allow for use of the existing building + addition that is reasonable and will have as low of an impact as possible on the surrounding residential neighborhood. It will generate a very low volume of activity in general and will not involve noise, fumes, light glare, or any other type of nuisances that could interfere with the enjoyment of other properties in the area.

4. Will the proposed special land use represent an improvement to the use or character of property under consideration and the surrounding area in general, and will the use be in keeping with the natural environment of the lot?

The proposed house addition could be considered an improvement for the subject property. A six-bedroom house is unusual in the city and it may increase its value if the special land use ever ceased and it was put on the market as a single-family home. The addition will be subject to all zoning and building code requirements to maintain the required setbacks and lot coverage maximums. The subject site is fortunate to have more than an average number of large trees so the co-applicants are encouraged to site the addition in such a way to save as many trees as possible.

5. Will the proposed special land use be hazardous to adjacent property or involve uses, activities, materials or equipment which are detrimental to the health, safety or welfare of persons or property through the excessive production of traffic, noise, smoke, odor, fumes or glare?

The proposed group home will produce very little traffic and no smoke, odors, fumes, glare or anything else at a level that would be detrimental or disruptive to the surrounding neighborhood. It is not anticipated that the facility will generate outdoor activities that result in noise from large numbers of people congregating on the site.

6. **Will the proposed special land use be adequately served by essential public facilities and services, or is it demonstrated that the person responsible for the proposed special land use is able to continually provide adequately for the services and facilities deemed essential to the special land use under consideration?**

The site is already served by all necessary public facilities. With respect to transportation, the proposed adult care home will generate a low volume of both vehicular and pedestrian traffic but the subject property is near bus stops on N Waverly and Delta River Drive.

7. **Will the proposed special land use place demand on public services and facilities in excess of current capacity?**

The proposed facility is similar to the historical use of the property as a single-family home and thus, the demand on public services and facilities should not increase to the extent that the demand exceeds current capacity.

8. **Is the proposed special land use consistent with the intent and purpose of this Zoning Code and the objectives of any currently adopted Comprehensive Plan?**

The Design Lansing Comprehensive Plan designates the subject property for low density residential use. Compatibility of uses is a primary goal of the City's Comprehensive Plan and is a fundamental principle of land use planning. The proposed group home will likely have the least amount of impact on the surrounding residential area as any use that would make for reasonable use of the subject property. The proposed use will, therefore, be consistent with the intent and purpose of the Comprehensive Plan, the Zoning Ordinance and proper planning principles in general.

Approval of the special land use permit will not negatively impact future patterns of development or set a negative precedent for additional requests to permit group homes in the area. Both the City and the State do not permit 2 such facilities to be located within 1500 feet of each other.

9. **Will the proposed special land use meet the dimensional requirements of the district in which the property is located?**

The proposed house addition will be subject to and comply with all applicable zoning and building code requirements.

SUMMARY

Special land use permit to utilize the existing building at 1950 N Waverly Road for a state-licensed adult foster care, small group home with a maximum capacity of 12 residents, operated in accordance with all State of Michigan requirements for such facilities.

The available information supports a finding the requests satisfy all of the criteria set forth in the Zoning Ordinance for evaluating rezoning special land use permit applications, as detailed in this staff report.

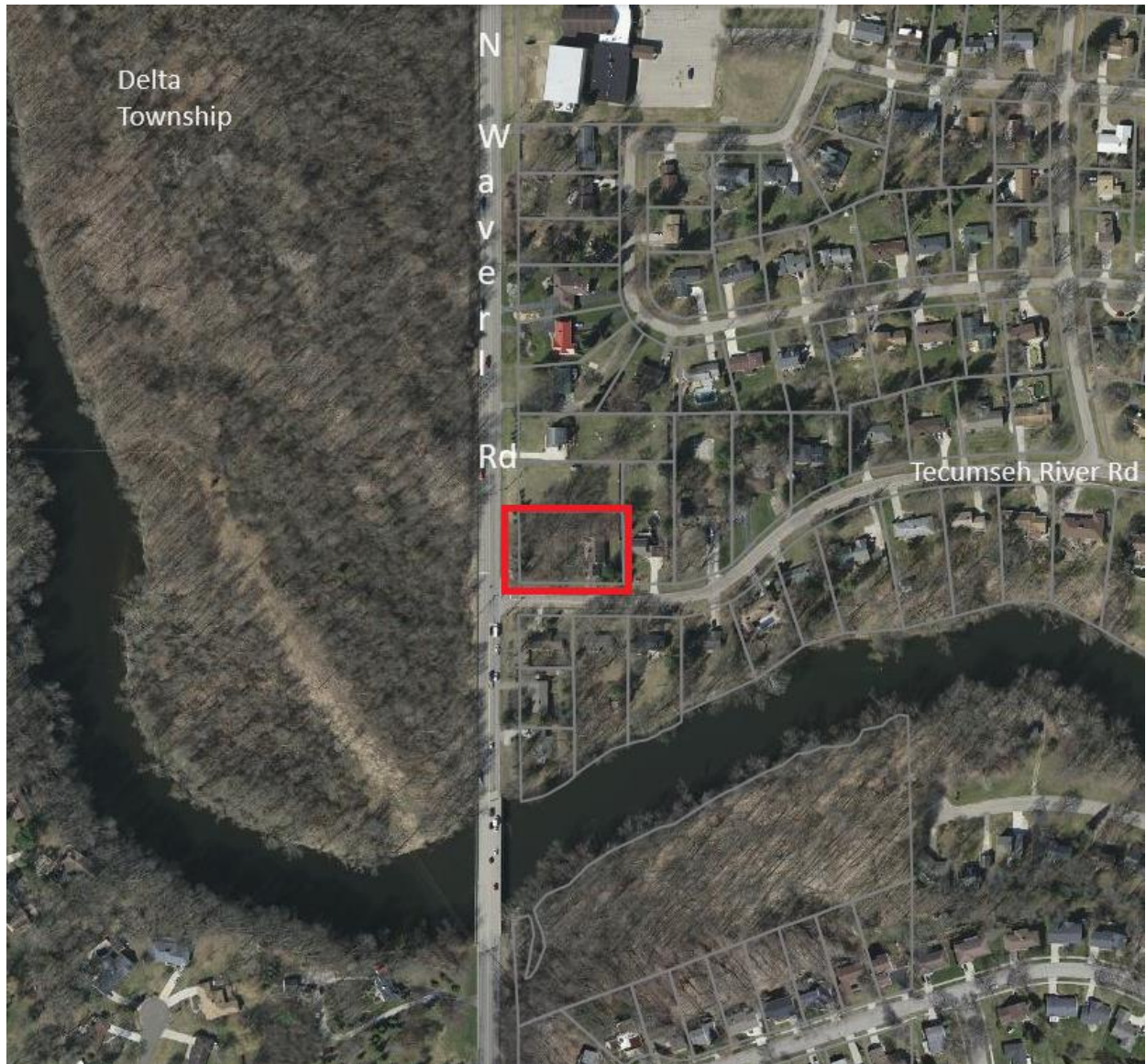
RECOMMENDATION

Staff recommends approval of SLU-1-2024, for a special land use permit to allow for use of 1950 N Waverly Road for a state-licensed adult foster care, small group home providing care for up to 12 residents, operated in accordance with all State of Michigan requirements for such facilities.

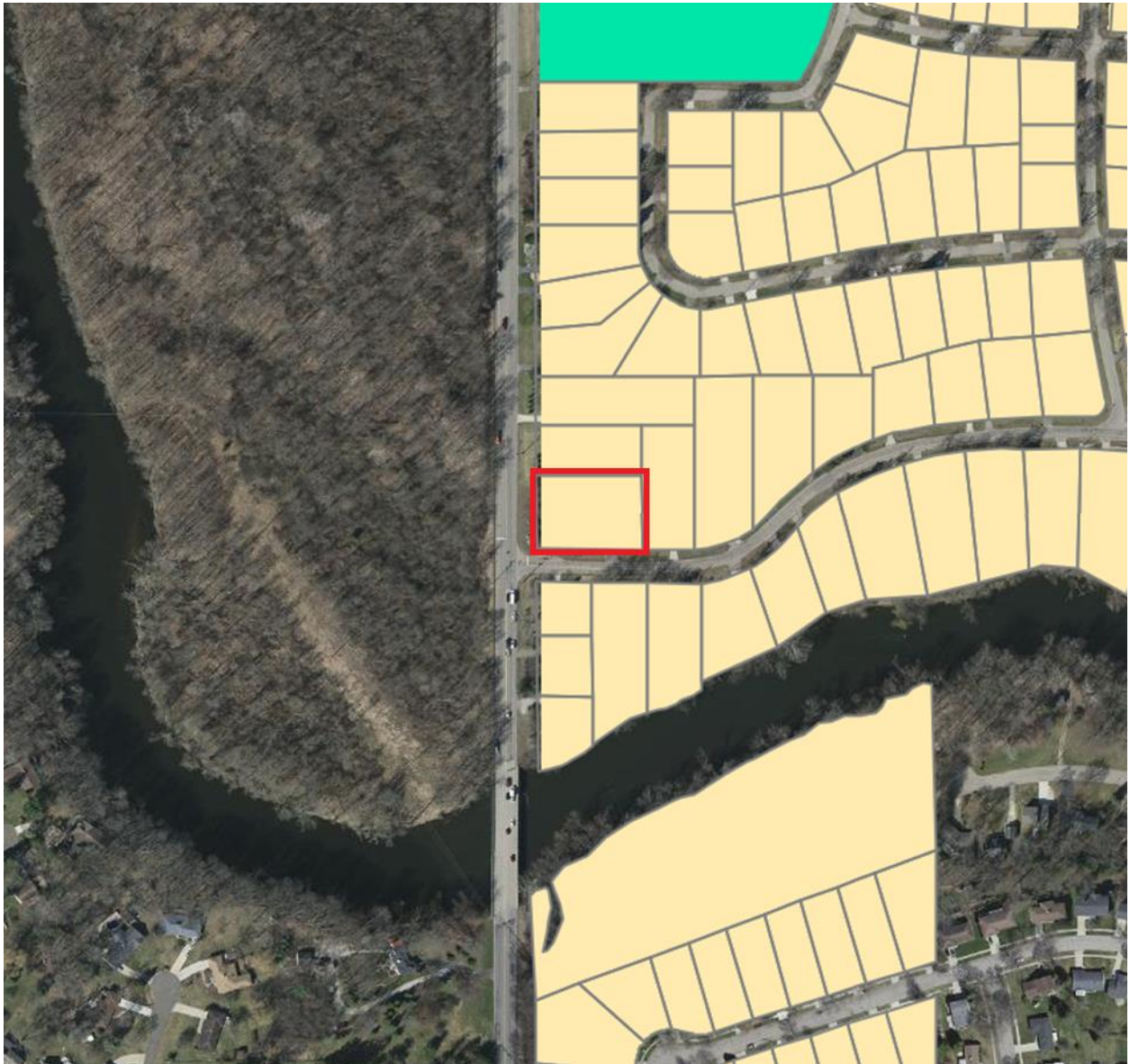
Respectfully Submitted,

Andy Fedewa
Planner

Aerial



Zoning:





Andy Schor, Mayor

PETITION FOR SPECIAL LAND USE

CITY OF LANSING
PLANNING OFFICE

Reset Form

Print Form

FILE NUMBER: _____

DATE SUBMITTED: _____

To the Honorable Mayor and City Council:

The undersigned do hereby petition for approval of a Special Land Use on the following described property:

full street address, including zip code, or location of property

Legal
description:

Applicant: _____

Address (including zip code): _____

Phone number(s): _____

Name of owner(s): _____

Owner address (including zip code): _____

Owner phone number(s): _____

Interest in property (please check one):

- ☐ Option to buy ☐ Owner
☐ Lessee ☐ Represent owner

☐ Other (please specify): _____

IF MORE SPACE IS NEEDED FOR THE ITEMS LISTED BELOW, PLEASE ATTACH EXTRA SHEETS

Proposed Special Land Use: _____

- ☐ Child Care (13 or more) ☐ Residential Care Facility (7 or more)

Zoning of the property: _____

Size of Parcel:

Width: _____ ft. Length: _____ ft. Area: _____ Sq. ft.

Irregular: (specify and attach scale drawing with dimension)

Please describe your proposal:

include specific background information and copies of permits, approvals, and program information

Submit the following:

- Lot Plan (showing location of existing structure and include adjacent properties and setback dimensions).
- Site Plan (showing parking areas, driveways, accessory buildings, trash receptacles).
- Landscape, screening, and buffering plan in accordance with Chapter 1290.
- Photographs of the site.
- Flood plain elevations, if applicable.
- Copies of permits from other agencies, if applicable.

FEES:

Less than one (1) acre:	\$500.00
One (1) to three (3) acres:	\$650.00
Greater than three (3) acres:	\$800.00

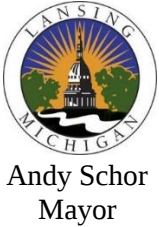
Please review the application and file it with the Planning Office. The Planning Office will transmit it to the City Clerk for official submission.

Signature of applicant:_____

Name: _____

For assistance, please contact:

PLANNING OFFICE
316 N. CAPITOL AVE., SUITE D-1
LANSING, MI 48933-1236
(517) 483-4066
FAX: (517) 483-6036



LANSING PLANNING COMMISSION
Regular Meeting
June 4, 2024 - 6:30 p.m.
Neighborhood Empowerment Center
600 W Maple Street, Lansing, MI

MINUTES – DRAFT

1. OPENING SESSION

Mr. Jackson called the meeting to order at 6:36 p.m.

- a. Present: Tony Cox, Monte Jackson, Shane Muchmore, Ted O'Dell
- b. Absent: Katie Alexander (excused), Josh Hovey (excused), John Ruge (excused)
- c. Staff: Andy Fedewa, Principal Planner

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

3. COMMUNICATIONS

David Ellis emailed a set of recommendations for the Form-Based Zoning Code, Draft Second Amendment.

Maria Peak, Executive Director, ASPIRE of Mid-Michigan, letter of support for the proposed zoning amendments and accessory dwelling unit amendment.

Prospect PLACE Neighborhood, letter of support for the proposed zoning amendments and accessory dwelling unit amendment and recommendations for further edits.

Erika Brown-Binion, Executive Director, Refugee Development Center, letter of support for the proposed zoning amendments and accessory dwelling unit amendment.

Eastfield Neighborhood Association, letter of support for the proposed zoning amendments and accessory dwelling unit amendment.

Joe Enerson, Executive Director, Allen Neighborhood Center, letter of support for the proposed zoning amendments and accessory dwelling unit amendment.

David and Beverly Wiener, letter of support for the proposed zoning amendments and accessory dwelling unit amendment.

Genesee Gardens Cohousing, letter of support for the proposed zoning amendments and accessory dwelling unit amendment.

Joan Nelson, letter of support for the proposed zoning amendments and accessory dwelling unit amendment.

Abby Schwartz, letter of support for the proposed zoning amendments and accessory dwelling unit amendment and recommendations for further edits.

Nancy McCrohan, letter of support for the proposed zoning amendments and accessory dwelling unit amendment and recommendations for further edits.

AARP Michigan, letter of support for the proposed zoning amendments and accessory dwelling unit amendment.

South West Action Group (SWAG), letter of support for the proposed zoning amendments and accessory dwelling unit amendment.

Lynne Stauff, letter of support for the proposed zoning amendments and accessory dwelling unit amendment.

Rowan Price, letter of support for the proposed zoning amendments and accessory dwelling unit amendment.

Ingham County Land Bank, letter of support for the proposed zoning amendments and accessory dwelling unit amendment.

4. PUBLIC HEARINGS & ITEMS FOR ACTION

A. Form-Based Zoning Code, Draft Second Amendment and Accessory Dwelling Unit Amendment

Mr. Fedewa presented an overview of proposed changes to the Form-Based Zoning Code that includes merging numerous zoning districts, amending the allowable use table, introducing new land uses, and new regulations to assist zoning code enforcement.

Mr. Fedewa also presented the draft ordinance to codify accessory dwelling units (ADUs) in all residential zoning districts. ADUs were listed as a strategy in the 2012 Comprehensive Plan and are being requested by residents.

Mr. Jackson asked what kind of postal address ADUs will need from the postal service. Mr. Fedewa answered that staff will verify with the USPS.

Mr. Muchmore spoke on his experience living in a municipality that has allowed ADUs and some of the conflicts he has observed.

Mr. Jackson asked if ADUs will have to be registered rental properties. Mr. Fedewa answered that if both occupants of the principal dwelling and the ADU are on the property deed then no rental license will be required. Staff is not proposing an owner-occupied requirement nor a short-term rental ban for ADUs so there are scenarios in which one or both dwellings will have to be registered.

Mr. Jackson opened the public hearing.

Joan Nelson, Rosamund St., spoke on the work the Shared Use Housing Advocacy Network has done to advocate for different housing options in Lansing, including accessory dwelling units, and spoke in support of the proposed zoning amendments.

Eric Schertzing spoke on his work with housing with Ingham County and spoke in support of the proposed zoning amendments.

Jennie Grau, Lathrop St., spoke on the benefits of diverse housing options on social inclusion and in support of the proposed zoning amendments.

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

Mr. Muchmore made a motion, seconded by Mr. O'Dell, to recommend approval of the form-based zoning code draft amendments.

On a roll call vote, the motion passed unanimously (4-0).

Mr. Cox requested that the Planning Commission take time to further review the accessory dwelling unit amendment and for all commission members to be able to state their opinion on the matter.

Mr. Cox made a motion, seconded by Mr. Muchmore, to table the accessory dwelling unit zoning amendment.

On a roll call vote, the motion passed unanimously (4-0).

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

6. **RECESS** – Not taken.

7. **BUSINESS**

A. **Consent Items**

(1) Minutes for approval: May 8, 2024

The minutes from the May 8, 2024 Planning Commission meetings were approved without objection.

B. **Old Business** – None

C. **New Business**

(1) **Act-3-2024, Eaton Road, Street Vacation**

Mr. Fedewa stated that the Public Service Department has requested to vacate a section of Eaton Rd. south of W Greenlawn Ave. This dead-end runs only 148.4 feet and serves one residential driveway. As part of a combined sewer overflow separation project this vacation will reduce the city's maintenance burden. The right of way will be split and each half will be joined to the adjacent property owners' properties.

Mr. Muchmore made a motion, seconded by Mr. Cox, to recommend approval of Act-3-2024, Eaton Road, Street Vacation.

On a roll call vote, the motion passed unanimously (4-0).

8. **REPORT FROM PLANNING & ZONING OFFICE** – None

9. **COMMENTS FROM THE CHAIRPERSON** – None

10. **COMMENTS FROM COMMISSION MEMBERS** – None

11. **PENDING ITEMS: FUTURE ACTION REQUIRED** – None

12. **ADJOURNMENT** – The meeting was adjourned at 7:35 p.m.



MEMORANDUM

TO: Lansing City Council

FROM: Andrew Fedewa, Principal Planner, Economic Development & Planning Department

DATE: July 10, 2024

SUBJECT: PEND-3700 - Sign Ordinance Repeal and Replace - revision

The Planning and Zoning Office proposes the following changes to the draft Sign Ordinance, Chapter 1310. Thank you for your consideration.

Section 1310.04 Licensing, Permits, and Fees **(d) All projecting signs extending over the public right-of-way, regardless of size or permit required, shall be licensed and placed on file with the Public Service Department.**

Section 1310.08 General Sign Provisions (d) Electronic Message Center (EMC). **(4) EMC signs in all commercial or special zoning districts, excluding DT-3, are limited to 32 square feet in sign area.**

Section 1310.11 Temporary Signs (a) In General: (5) ~~May~~ **Shall not** be internally illuminated, ~~except as otherwise prohibited under the Chapter.~~

Section 1310.13 Freestanding Signs (a) SC, MX-C, MX-1, MX-2, DT-2, IND-1, IND-2, IND-3, INST-1, & INST-2 Zoning Districts

(2) Sign shall be set back at least ~~ten (10)~~ **six (6)** feet but not more than fifteen (15) feet from the property lines abutting a public right-of-way.

(5) Any sign set back less than ten (10) feet from the property line shall not exceed six (6) feet in height and thirty-two (32) square feet in area.

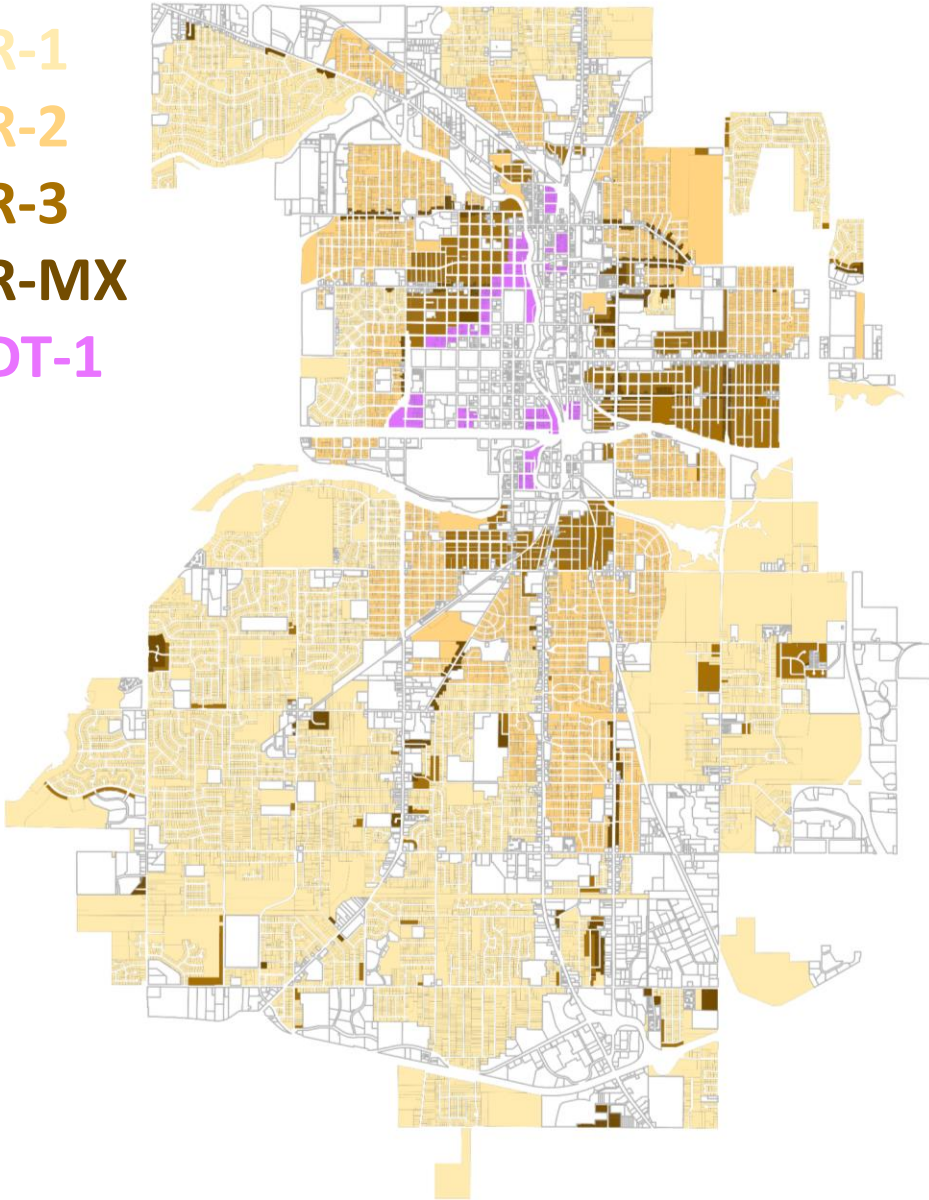
Draft Accessory Dwelling Units Ordinance

CITY OF LANSING

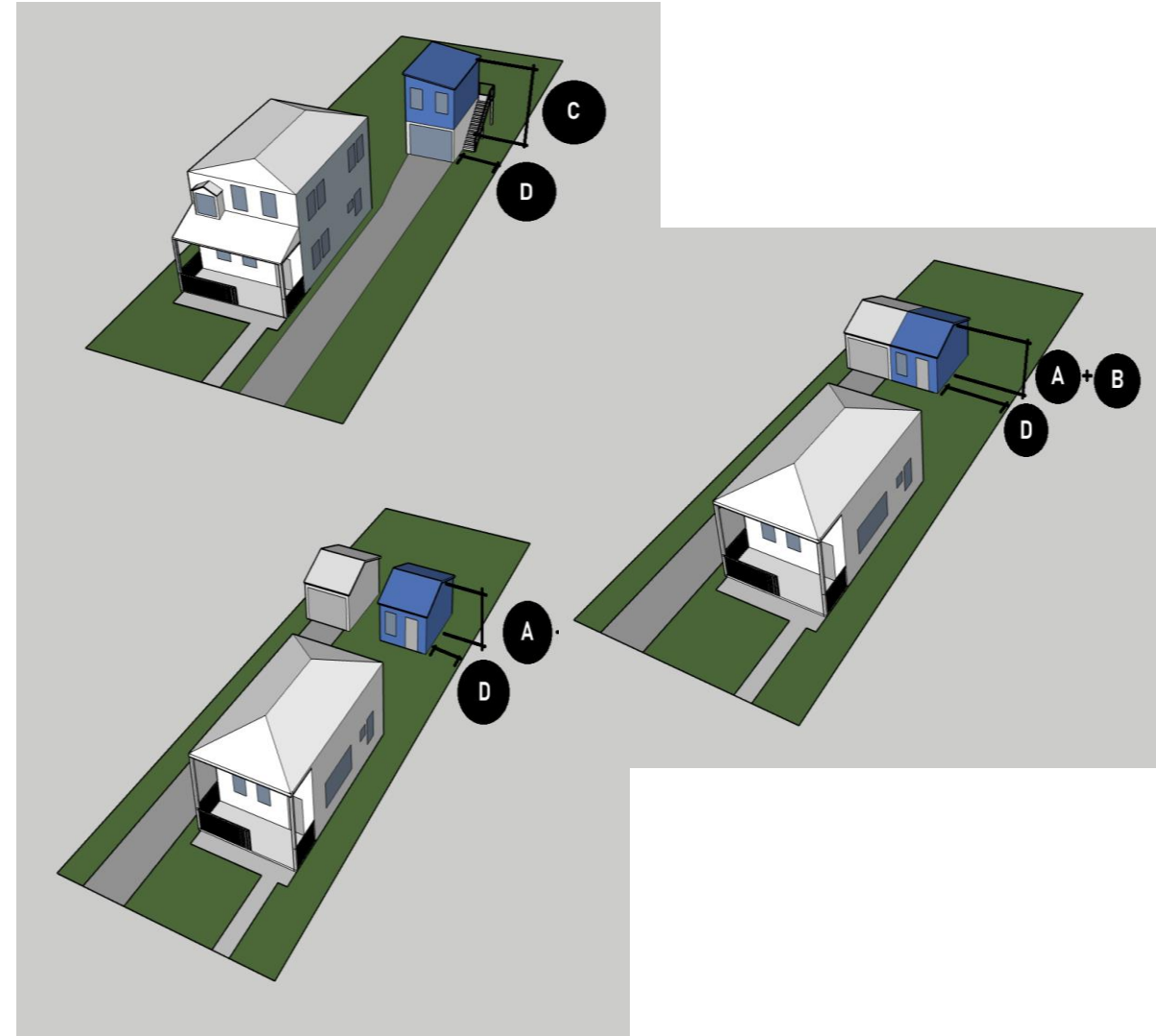
PLANNING COMMISSION AUGUST 7, 2024

Allowed Districts

R-1
R-2
R-3
R-MX
DT-1



Orientations



Eligible Parcels

To accommodate an ADU, a parcel must be 1.5x the minimum lot size of that zoning district

R-1:	5,000 square feet
R-2:	4,000 sq. ft.
R-3:	4,000 sq. ft.
R-MX:	4,000 sq. ft.
DT-1:	4,000 sq. ft.

R-1 minimum lot size: (7,500 square feet)
15,731 of 15,782 parcels (99.7%)

R-2, R-3, R-MX, DT-1 (6,000 square feet):
22,079 of 22,591 parcels (97.7%)

Properties with large houses, corner lots, and existing lot coverages impact the number of buildable parcels for an ADU.

The minimum lot size requirement should not be overly restrictive while guaranteeing a standard of buildable space.

Site Layout Requirements

Building Massing

Minimum Height	12'	1 Story
Maximum Height	15'	1.5 Stories
Max. Height of second story unit of garage	20'	2 Stories
ADU Ground Floor Area	Min. 400 square feet	Max. not to exceed ground floor area of the principal structure, up to 1,000 sq. ft.

Building Placement

Front Setback	ADU is prohibited within Front Yard
Minimum Setback from side and rear property lines, other structures	10'
Min. Setbacks if second story unit of a garage	Maintain existing setbacks, subject to Building and Fire Codes
Maximum Coverage of rear yard	33%
Maximum Lot Coverage with ADU	65%
Parking required	1 unobstructed parking space

Additional Standards

Subject to Section 1244.02 (building requirements for single-family homes. e.g. foundation, proper siding, compatible design)

One ADU per parcel with existing single-family home

May be slab-on-grade

Principal dwelling may not be subdivided

Maximum of two bedrooms

City will accept all pre-approved plans of other communities that meet Lansing standards

An ADU must be registered and properly licensed as a rental by the City Code Enforcement Office, unless the occupants of both structures are named in the property deed.

No owner-occupancy requirement (i.e. both primary dwelling and ADU may be rented)

No prohibition on short-term rental (AirBNB)

ADU Benefits

Affordable Housing Options

- Lansing area rentals in the 500-750 sq. ft range, average \$500-1045 per month

Multigenerational Living

- Allows independent spaces that provide privacy while keeping family in close by
- Affordable option for area students

Additional Rental Income

- Provide homeowners with an opportunity to generate rental income

Gentle Density

- Limit metro-area sprawl
- Staff has identified six existing ADUs

ADU Ordinances in Michigan

#1 comment/request of Planning and Zoning Office since implementation of Form-Based Code in 2021

20 other municipalities have ADU ordinances

Ann Arbor, MI

- Since 2016, 43 applications for ADUs have been submitted.

Traverse City, MI

- Since 2015, 90 applications for ADUs have been submitted. Introduced an annual cap of 15 ADU land-use permits in 2018.

Charlevoix, MI

- Small number of completed projects, recently passed ordinance to connect ADU development with Short Term Rental licenses.

AN ORDINANCE OF THE CITY OF LANSING, MICHIGAN, TO AMEND THE LANSING
CODIFIED ORDINANCES BY AMENDING PART 12, TITLE 6, CHAPTERS 1250, TO
UPDATE THE ORDINANCE TO REFLECT CHANGES IN LAWS AND RULES AND THE
ADOPTED FORM-BASED ZONING CODE.

THE CITY OF LANSING ORDAINS:

Section 1. That Part 12, Title 6, Chapter 1250, of the Code of Ordinances of the City of Lansing,
Michigan be and is hereby amended to read as follows:

1250.04.08 ACCESSORY DWELLING UNITS

(a) Definitions:

ACCESSORY DWELLING UNIT. A dwelling unit detached from and accessory to a principal
Single-Family dwelling, also known as an ADU.

(b) In general, Applies to all Accessory Dwelling Units only.

(1) In addition to the following requirements, an Accessory Dwelling Unit is subject
to all requirements of Section 1244.02, unless otherwise permitted.

(2) Only one (1) ADU is allowed on lots with an existing Single-Family principal
dwelling in the R-1, R-2, R-3, R-MX, and DT-1 zoning districts.

(3) An ADU shall be detached in the rear yard subject to the size limitations of this
chapter or be part of an accessory building (such as a converted garage or carriage
house), subject to the size limitations of Maximum Square Footage of Detached
Accessory Garages in Table 1250.04.01.

(4) An ADU may have its first-floor finish elevation built at finished grade.

(5) A principal structure shall not be divided into two (2) dwelling units for use as an
Accessory Dwelling Unit.

(6) An ADU is limited to a maximum of two (2) bedrooms.

(7) An ADU must be registered and properly licensed as a rental by the City Code Compliance Office, unless the occupants of both structures are named in the property deed.

(c) Site Layout Requirements.

(1) Building Massing		
Minimum Height	12'	1 Story
Maximum Height	15'	1.5 Stories
Maximum Height of second story unit of a garage	20'	2 stories
ADU Ground Floor Area	Min. 400 sq. ft.	Max. Not to exceed the ground floor area of the principal structure, up to 1,000 square feet

(2) Building Placement		
Front Setback	ADU is prohibited from being placed anywhere within the Front Yard.	
Minimum Setback from all side and rear property lines and other structures, if unattached	10'	
Minimum Setbacks if second story unit of a garage	May maintain existing setbacks, subject to all Building Code and Fire Code requirements.	
Minimum Lot Size	R-1	7,500 sq. ft.
	R-2, R-3, R-MX, DT-1	6,000 sq. ft.
Maximum Coverage of rear yard	33%	
Maximum Lot Coverage with ADU	65%	

1

(3) Parking	
Parking	One (1) unobstructed parking space, in addition to the parking for the principal residence

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

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

7 Section 4. This ordinance shall take effect on the 30th day after enactment by City Council and
8 pursuant to Section 3-307 of the City Charter, this Chapter shall expire **MONTH DAY, 2029**.

Act-4-2024, 2300 S Washington Ave., Purchase of Property - STAFF REPORT

An Act 33 Review is a planning level review of the **location, character, and extent** of public improvements and City property transactions. Act 33 Reviews are conducted by the City of Lansing pursuant to the provisions of the Michigan Planning Enabling Act (P.A. 33 of 2008) and Section 208 of the Lansing Code of Ordinances.

APPLICANT	City of Lansing
PROPOSAL:	Purchase of Real Property, 2300 S Washington Ave.
PARCEL(S):	2300 S Washington Ave. - PID # 33-01-01-28-151-023
CURRENT OWNER(S):	Lansing Building Authority 124 W Michigan Ave. Lansing, Mi 48933-2500
EXISTING LAND USE & ZONING:	Use: Vacant office – former McLaren of Greater Lansing parking lot and buildings, Zoning: INST-1 Institutional
PROPERTY SIZE AND SHAPE:	11.7 acres, irregular
SURROUNDING ZONING & LAND USE	North: IND-2; parking South: R-5, Washington Park West: IND-2, railroad East: R-6a, residential

ANALYSIS

BACKGROUND:

The City of Lansing proposes to purchase the property at 2300 South Washington Ave. to facilitate the parcel combination with the city-owned 2500 South Washington Ave. (former Lansing Public Media Center offices) and development of the new Public Safety Complex. The new Public Safety Complex centralizes Lansing Police Department, Lansing Fire Department, and 54-A District Court operations on one campus. The project has been approved and funded using a \$175 million bond voted and approved in 2022.

Relocation of the 54-A District Court, Lansing Police Department headquarters, and Lansing Fire Department Station #9 will result in updated operational facilities and will allow more flexibility for City Hall relocation plans. The subject parcel was previously owned by the McLaren Greater Lansing Hospital network and used as a parking lot. 2500 S Washington Ave. was once home to the Michigan National Guard Armory before it was donated to the City of Lansing in 2008, which then housed the City's elections office and the Lansing Public Media Center until 2023.

Site work for the Public Safety Complex has begun and the purchase of this property is necessary for the procedural process and for the lots to be properly combined.

LOCATION:

The subject property is located along S. Washington Ave, south of W Mt. Hope Ave., between S MLK Jr. Blvd. and S Cedar St. See Aerial.

CHARACTER:

The subject property was vacant serving as overflow parking for city operations. The site will be part of the new public safety complex.

EXTENT:

The extent of the acquisition is one parcel roughly 11.56 acres to facilitate the development of the new public safety complex.

AGENCY REFERRALS

Agency Referrals not conducted.

STAFF RECOMMENDATION

Staff recommends approval of Act-4-2024 as proposed, to support the goals of the City of Lansing and to effectively deliver government services.

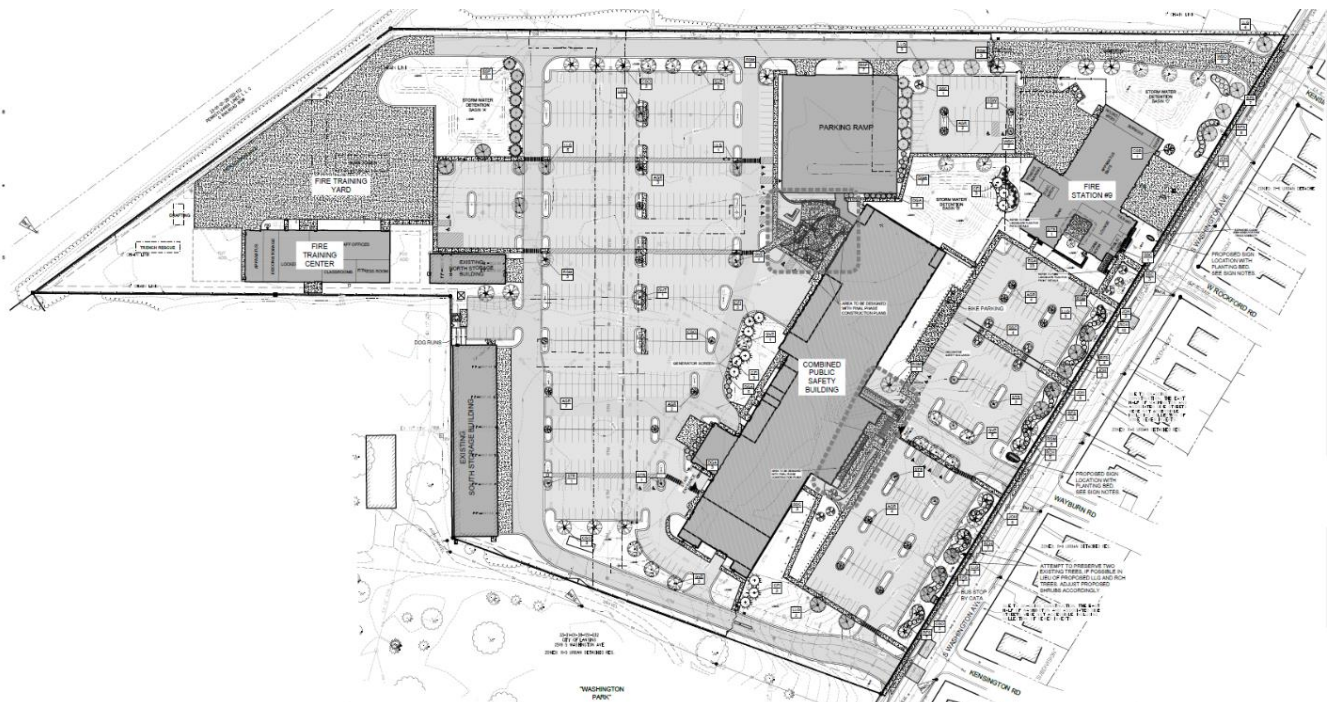
Respectfully submitted,
Stephen Bezold, Planner

Act-4-2024, 2300 S Washington Ave., Purchase of Property - STAFF REPORT

Aerial:



Proposed Site Plan:





ACT 33 REVIEW APPLICATION

CITY OF LANSING
PLANNING OFFICE

Reset Form

Print Form

FILE NUMBER: ACT-_____

DATE SUBMITTED:_____

Applicant: _____

Address (including zip code): _____

Phone number: _____

Fax number: _____ Email: _____

Interest in Property:

☐ Owner ☐ Represent owner ☐ Option to buy

☐ Other: _____

If applicant of not the owner, or if there is more than one owner, provide the following information (attach additional sheets if necessary):

Name of owner(s): _____

Address (including zip code): _____

Phone number(s): _____

Fax number: _____ Email: _____

SUBJECT PROPERTY GENERAL INFORMATION:

Address (if any): _____

Location description: _____

Permanent parcel #: _____

Legal description (see note below):

Applicant's proposal:

REQUESTED ACTION: (please check one)

_____ City Acquisition of Property

_____ Street or Alley Closure

_____ City Sale of Property

_____ Vacation of R.O.W

_____ Significant Change of Use of City Property

_____ Other: _____

What positive impacts (if any) will occur as a result of approving this proposal?

What negative impacts (if any) will occur if this proposal is not approved?

What negative impacts (if any) will occur as a result of approving and implementing your proposal?

Please fill out this application **COMPLETELY** and make sure that the following items are included:

Maps describing proposal. Maps should be readable and drawn to a specific scale.

Any other materials, brochures, pictures, etc. which will further explain the proposal.

NOTE:

If the action applied for will result in transfer of legal title from the City to the applicant or another or if the City otherwise requires, the applicant agrees to provide at the applicant's expense:

- A certified legal description
- Title insurance
- An appraisal
- An environmental report for the property

or to pay for same at closing, whichever the City determines.

FEES:

Involving land sales over \$50,000	\$100.00
Involving land sales under \$50,000	\$50.00

Signature of applicant:

 / 6/13/2024
Date

Signature of owner(s):

_____/_____
Date

_____/_____
Date

_____/_____
Date

SUBMIT THE FULLY COMPLETED APPLICATION TO THE ADDRESS BELOW.

For assistance, please contact:

PLANNING OFFICE
316 N. CAPITOL AVE., SUITE D-1
LANSING, MI 48933
(517) 483-4066
FAX: (517) 483-6036