



Andy Schor
Mayor

LANSING PLANNING COMMISSION
Regular Meeting
October 1, 2024 - 6:30 p.m.
Neighborhood Empowerment Center
600 W Maple Street, Lansing, MI

MINUTES – *Approved 12/3/2024*

1. OPENING SESSION

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

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

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

3. COMMUNICATIONS – None

4. PUBLIC HEARINGS & ITEMS FOR ACTION – None

5. COMMENTS FROM THE AUDIENCE – None

6. RECESS – Not taken.

7. BUSINESS

A. Consent Items

- (1)** Minutes for approval: September 3, 2024

The minutes from the September 3, 2024 Planning Commission meetings were approved without objection.

B. Old Business – None

C. New Business

- (1)** **Act-5-2024, 701 W Jolly Road, Purchase of Property**

Mr. Fedewa introduced the request from the City of Lansing to purchase real property at 701 W Jolly Rd. The property and existing 13,254 square feet office building would be utilized for the permanent offices of the City Clerk for their election operations, and the licensing division. The City Clerk was previously housed at 2500 S Washington Ave. with the Lansing Public Media Center before the property was redeveloped for the public safety complex. Currently the City Clerk is sharing space with other organizations in 1221 Reo Rd., the former Reo Elementary School that was closed in 2022. The building is not suitable for their needs related to equipment storage, election logistics, and security.

Staff recommends approval of Act-5-2024 to support the goals of the City of Lansing and to effectively deliver government services.

Chris Swope, City Clerk, stated that the Clerk’s Office has had to utilize office space outside of City Hall for years, prior to his first term, due to the special considerations of elections operations related to maintenance and storage of election equipment,

temperature control, precinct logistics, and training of election workers. Clerk Swope spoke on a state grant the City is able to utilize to purchase the property and renovate it, resulting in no general funds needing to be used for the project.

Ms. Alexander asked if the new building will provide enough security. Clerk Swope stated that the City has worked with local and state police, and federal authorities to review current operations and the proposed location. The City will follow recommendations during the renovation process to properly secure the building which will be superior to the former office locations.

Mr. O'Dell made a motion, seconded by Mr. Jackson, to recommend approval of Act-5-2024, 701 W Jolly Road, Purchase of Property. On a voice vote the motion carried 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 6:41 p.m.