

AGENDA

Committee on Development and Planning April 23, 2025 at 3:30 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. To view the meeting live and participate in virtual public comment: <https://www.lansingmi.gov/1212/Council-Committee-Meetings>

Council Member Garza, Chairperson

Council Member Hussain, Vice Chairperson

Council Member Kost, Member

- 1. Call to Order**
- 2. Roll Call**
- 3. Minutes**
 - A. March 26, 2025
- 4. Public Comment on Agenda Items (Up to 3 Minutes)**
- 5. Discussion/Action:**
 - B. RESOLUTION - Appointment; Ashley Smith; At-Large member of the Historic District Commission; Term to expire June 30, 2027
 - C. RESOLUTION - Appointment; Brigette Booser; At-Large member of the Historic District Commission; Term to expire June 30, 2025
 - D. ORDINANCE- Form Based Code and Zoning Map; Repeal and Replace current zoning ordinance and map, being Part 12, Title 6 of the Codified Ordinances, except for Chapter 1300 - Marihuana Operations
 - E. ORDINANCE - Amending Part 12, Title 6, Chapter 1250 to include 1250.04.08, Accessory Dwelling Units
- 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.

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MINUTES
Committee on Development & Planning
Wednesday, March 26, 2025 @ 3:30 p.m.
City Council Conference Room

CALL TO ORDER

Council Member Garza called the meeting to order at 3:35 p.m.

There were no staff present to administer the YouTube, TEAMS and public input, so the meeting was not live on YouTube. They arrived at 3:51 p.m.

PRESENT

Council Member Jeremy Garza, Chair
Council Member Adam Hussain, Vice Chair- excused
Council Member Ryan Kost, Member

OTHERS PRESENT

Sherrie Boak, Council Office Manager
Lisa Hagen-Lawrence, OCA
Bryan Britten
Michael Owsley
Melissa Riba
Fred McLaughlin

Minutes

MOTION BY COUNCIL MEMBER KOST TO APPROVE THE MINUTES OF MARCH 12, 2025 AS PRESENTED. MOTION CARRIED 2-0.

Public Comment

No public comment at this time.

Discussion/Action:

RESOLUTION- Appointment; Bryan Britten; At Large Member of the Economic Development Corporation/Tax Increment Finance Authority/Lansing Brownfield Redevelopment Authority Board of Directors; Term to Expire February 28, 2027

Mr. Britten provided a brief overview of his past experience in his career with financing investigations, CDC with data infrastructure, marketing agencies and teaching at Lansing Community College. The resources in Michigan have been key roles in his education and work careers. Moving back to Michigan, his drive is to help EDC to empower the communities and bring in employers and employees to stay in Michigan.

Council Member Hussain asked about his application and if it was current, and Mr. Britten stated it is, except a new apartment number. Council Member Garza asked if he would be willing to

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attend the Ward meetings and he confirmed. Council Member Kost asked if he will have the time to attend the meetings, and Mr. Britten stated he has spoken to his boss and come to an understanding that he is available.

MOTION BY COUNCIL MEMBER KOST TO APPROVE THE RESOLUTION FOR THE APPOINTMENT OF BRYAN BRITTEN TO THE EDC/TIFA/BROWNFIELD BOARD OF DIRECTORS WITH A TERM TO EXPIRE 2/28/2027 MOTION CARRIED 2-0.

RESOLUTION- Appointment; Michael Owsley; Resident Member of the South Martin Luther King Jr. Blvd. Corridor Authority; Term to Expire July 31, 2025

Mr. Owsley provided information on his past experience in Michigan with the Michigan Democratic Party, prior to obtaining that job he worked in the area in this corridor. Since starting his new career he knew he wanted to get involved in his community.

Council Member Garza asked about his location, which was near Beal Street, then asked if he was appointed if he would attend Ward meetings to share information, and Mr. Owsley confirmed. Council Member Kost asked if he could confirm he could attend the meetings and Mr. Owsley confirmed he would.

MOTION BY COUNCIL MEMBER KOST TO APPROVE THE RESOLUTION FOR THE APPOINTMENT OF MICHAEL OWSLEY TO THE S. MLK JR. CORRIDOR AUTHORITY WITH A TERM TO EXPIRE 7/31/2025. MOTION CARRIED 2-0.

RESOLUTION- Appointment; Melissa Riba; At Large Member of the Historic District Commission; Term to Expire June 30, 2026

Ms. Riba provided details on her career and residence in Michigan, starting as a student at Michigan State University, and staying in the Lansing area. Her career has taken her to University of Michigan, Michigan Medicine which is connected to the recent acquisition of Sparrow. Her interest in being part of solutions that make Lansing a better place to live, and with this Commission, Lansing over the decades has demolished historical properties in the name of progress, and she does not see that as an either or nor. Her interest would be to build up place making.

Council Member Garza asked if anything has changed, and she confirmed it has not. He then asked if she would be willing to attend Ward meetings to update the residents on what occurs on the Historic District Commission, and she confirmed.

Council Member Kost asked about the position of preserving the history and asked her opinion on the recent demolition of Eastern High School, and she stated she does not know all the ins'-outs, and with historical properties this would not be an easy answer. The biggest concern, based on what she has read, there are beautiful artifacts not being paid attention to.

City TV arrived at 3:51 p.m.

Ms. Riba noted compromise is needed, and there could be more research for other properties similar to Walter French, and there are probably lessons learned. Council Member Kost asked if "big money" came in, but the Historic District Commission was presented for a study, would she vote for a study at locations. Ms. Riba stated depending on the facts, she would want to see the study. Council Member Kost was interested in her interest with input from the Historic District Commission.

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MOTION BY COUNCIL MEMBER KOST TO APPROVE THE RESOLUTION FOR THE APPOINTMENT OF MELISSA RIBA TO THE HISTORIC DISTRICT COMMISSION WITH A TERM TO EXPIRE 6/30/2026. MOTION CARRIED 2-0.

OTHER

No other topics of discussion.

Mr. Fred McLaughlin spoke briefly on his time on the Historic District Commission and struggled that they were too aesthetic based, and there is another aspect of historic preservation is “making history”.

ADJOURN

Adjourned at 4:01 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.

Certain boards, commissions, or committees require appointees to be a registered elector in the City of Lansing (Charter Section 2-102) and be a resident of Lansing for one year prior to taking office (Charter Section 2-102).

Appointees to every board, commission, or committee must not be in default to the City at the time of taking office (Charter Section 2-103.2) and not have been convicted, within 20 years of taking office, of a violation of the election laws of the City of Lansing, State of Michigan, or the United States; a violation of public trust; or any felony (Charter Section 2-103.1).

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	09/24/2023
First Name	Ashley
Last Name	Smith
Other name(s) by which you have been known, including maiden names	Ashley Shaffier, Ashley Hayes
Date of Birth	[REDACTED]
Home Address	3422 Delta River Dr.
City	Lansing
State	MI
Email	ashleyshsmith@gmail.com
Gender	[REDACTED]

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
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Best Phone Number to Contact You	517-574-9902
In what year did you move to Lansing?	1983
Additional Information Regarding Experience and Credentials	Michigan Real Estate Sales Person License 2018 Michigan Real Estate Brokers License 2023
Occupational Background	Property Manager since 2010, Realtor since 2018.
Educational Background	Master's Business Administration 2020-University of Massachusetts Bachelor's Public Relations 2018- Franklin University Associate's Degree 2016- Lansing Community College
Please attach a resume if available.	<i>File(s) attached:</i>  A. Smith Resume 3.17.2021.doc
First Choice for Board to Serve on	Historic District Commission
Second Choice of a Board to Serve on	Potter Park Zoo
Third Choice of a Board to Serve on	Capital Area District Library Board (CADL)
Fourth Choice of a Board to Serve on	Arts and Culture 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 a passion for historic homes and have a commitment to keeping their integrity while understanding an owners struggle to modernize for current living conditions.
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.	Ashley Smith
Date & Time	09/24/2023 12:00 PM (EDT)

Receive an email copy of this form.	Yes
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Career Summary 22 years of customer service and sales experience in property management, finance, and real estate. 16 years of management experience in retail and property management, as well as four years as a volunteer coordinator. Leadership skills in motivating staff and volunteers by promoting a positive work environment and a worthwhile mission.

Experience

- 2020-Present** **REALTOR®** **Greater Lansing Area, MI**
Independent contractor. Market for new clients, lead follow-up, assist clients with buying or selling a home, work with loan processor and title company to coordinate transaction. Manage budget and business plan.
- 11 closings in the first six months with brokerage.
- 2020-Present** **Community Realty Property Management**
Owner/Property Management
Responsible for financials, customer service, marketing for new leases, marketing for new properties, onboarding new properties and tenants.
- 2019-2021** **First National Bank of America- First National Acceptance Company** **E. Lansing, MI**
Loan Acquisitions Officer/Loan Acquisitions Specialist
Assess land contracts and real estate promissory notes for purchase. Work with contract holders, note brokers, bank departments and third-party companies to complete property evaluations, underwriting and title work to acquire the loans.
- Lead closer in January 2020 for the Acquisitions Department as Loan Officer.
 - Highest quote to accepted offer conversion in the Retail Acquisitions team with 25.5% from January 2020- July 2020 as Loan Officer.
 - Worked with assigned Loan Officer to increase their closings by 43% YOY from 2019 to 2020 for the September-December period as Loan Specialist.
- 2016-2019** **Nemoke Trails Apartments-Monarch Investments** **Haslett, MI**
Property Manager
Responsible for property financials, customer service, marketing for new leases, and management of staff and property.
- Average 1.07% Delinquency rate from November 2016-June 2019.
 - Achieved a lease renewal rate of 58.1% for 2018.
 - Achieved NOI and increased annual income by 3% for 2018.
- 2013-2016** **Ingham County Animal Control** **Mason, MI**
Volunteer Coordinator and Special Events Planner
Responsible for recruiting, training, and maintaining the shelter volunteer program, as well as planning special events, grant applications implementation, marketing and community outreach, and raising donations for the Animal Care Fund.
- Raised over \$200,000 annually 2013-2016 for the Animal Care Fund.
 - Trained over 360 volunteers and lead over 15,000 volunteer hours annually.
 - Increased profit on annual gala fundraiser by over 400% in 5 years.
- 2011-2013** **Arbors at Georgetown-The Sterling Group** **Lansing, MI**
Leasing and Compliance Specialist
Responsible for sales and ensuring all new and current residents meet all leasing criteria including LITCH Section 42 federal and state requirements.
- 2010-2011** **Four Seasons-Buckingham Management** **Dewitt, MI**
Assistant Property Manager
Responsible for sales and ensuring all new and current residents meet all leasing criteria including LITCH Section 42 federal and state requirements.

Education

December 2020	University of Massachusetts- Dartmouth • Master's – Business Administration	Dartmouth, MA
August 2018	Franklin University • Bachelor's – Public Relations	Columbus, OH

Licenses and Certifications

2018	State of Michigan • Real Estate Salesperson License
2019	National Apartment Association • Certified Apartment Portfolio Specialist
2018	National Apartment Association • Certified Apartment Manager
2011	National Apartment Association • National Apartment Leasing Professional

Volunteering

2016-Present	Ingham County Animal Shelter Fund • President
2021- Present	Transcendence Performing Arts Center • President
2022- Present	Junior League of Lansing • Member

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

WHEREAS, the Mayor has made the appointment of Ashley Smith as an At-Large member of the Historic District Commission for a term to expire June 30, 2027; and

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

WHEREAS, the Committee on Development & Planning met on April 23, 2025 and took affirmative action.

NOW, THEREFORE, BE IT RESOLVED that the Lansing City Council, hereby, confirms the appointment of Ashley Smith as an At-Large member of the Historic District Commission for a term to expire June 30, 2027.

Application for Appointment to Board or Commission

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

Certain boards, commissions, or committees require appointees to be a registered elector in the City of Lansing (Charter Section 2-102) and be a resident of Lansing for one year prior to taking office (Charter Section 2-102).

Appointees to every board, commission, or committee must not be in default to the City at the time of taking office (Charter Section 2-103.2) and not have been convicted, within 20 years of taking office, of a violation of the election laws of the City of Lansing, State of Michigan, or the United States; a violation of public trust; or any felony (Charter Section 2-103.1).

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	08/21/2024
First Name	Brigette
Middle	Lynn
Last Name	Booser
Date of Birth	[REDACTED]
Home Address	1042 McCullough St
Zip Code	48912
Email	attorneybooser@gmail.com
Gender	[REDACTED]
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 1
Best Phone Number to Contact You	5 [REDACTED]
In what year did you move to Lansing?	2004

Additional Information Regarding I am an attorney who has been a Lansing resident for over 20 years. I am

Experience and Credentials	involved in the community and have started several non-profits.
Occupational Background	I have been a family law attorney and business attorney for over 10 years.
Educational Background	Thomas M Cooley Law School 2012 JD LLM MSU BA 2005
First Choice for Board to Serve on	Building Board of Appeals
Second Choice of a Board to Serve on	Capital Area Transportation Authority (CATA)
Third Choice of a Board to Serve on	Building Board of Appeals
Fourth Choice of a Board to Serve on	Historic District 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 would like to serve the city of Lansing. If you want change start with your neighbor. I want to get involved locally.
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.	I meet all requirements.
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.	Brigette Lynn Booser
Date & Time	08/21/2024 6:05 PM (EDT)
Receive an email copy of this form.	Yes

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

WHEREAS, the Mayor has made a recommendation for the appointment of Brigitte Booser as an At-Large member of the Historic District Commission for a term to expire June 30, 2025; and

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

WHEREAS, the Committee on Development & Planning met on April 23, 2025 and took affirmative action.

NOW, THEREFORE, BE IT RESOLVED that the Lansing City Council, hereby, confirms the appointment of Brigitte Booser as an At-Large member of the Historic District Commission for a term to expire June 30, 2025.



MEMORANDUM

TO: Lansing Planning Commission

FROM: Planning & Zoning Office

DATE: March 4, 2025

SUBJECT: Form-Based Zoning Code, Second Amendment, Zoning Map revision

During on-going discussions with the City Council Committee on Development and Planning, it was brought to the attention of Planning and Zoning Office staff that most of the neighborhood bounded by S Holmes St. (west), E Kalamazoo St. (north), Mifflin Ave. (east), and I-496 (south), that had been zoned R-6a Residential, was proposed to become R-3 (renamed from R-6b).

R-6a allowed for a maximum of one detached dwelling unit, while R-6b allowed for up to six dwelling units in one principal building.

Staff proposed to condense the number of zoning districts with no or few differences in site layout requirements or allowable land uses to make the overall code and map easier to understand and administer.

The second amendment to the Zoning Ordinance proposes to combine R-1, R-2, and R-3 into the proposed R-1. R-4, R-5, and R-6a would become R-2, and R-6b would be R-3. Because of these combinations, no area was intended to be upzoned without a change to the future land use map and more input from residents and stakeholders.

Due to this mapping error staff has resubmitted the proposed zoning map (attached) for public hearing and Planning Commission recommendation.



Andy Schor
Mayor

LANSING PLANNING COMMISSION
Regular Meeting
March 4, 2025 - 6:30 p.m.
Neighborhood Empowerment Center
600 W Maple Street, Lansing, MI

MINUTES – DRAFT
EXCERPT

1. OPENING SESSION

Ms. Alexander called the meeting to order at 6:31 p.m.

- a. Present: Katie Alexander, Josh Hovey, Monte Jackson, Tim Klont, Shane Muchmore, Ted O'Dell, John Ruge
- b. Absent: Tony Cox (excused)
- c. Staff: Erin Buitendorp, Development Division Manager; Doris Witherspoon, Senior Planner; Andy Fedewa, Planner

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

3. COMMUNICATIONS – OMMITTED

4. PUBLIC HEARINGS & ITEMS FOR ACTION

A. OMMITTED

B. Form-Based Zoning, Code, Second Amendment, Zoning Map revision

Mr. Fedewa stated that during on-going discussions with the City Council Committee on Development and Planning, it was brought to the attention of Planning and Zoning Office staff that most of the neighborhood bounded by S Holmes St. (west), E Kalamazoo St. (north), Mifflin Ave. (east), and I-496 (south), that had been zoned R-6a Residential, was marked as R-3 (renamed from R-6b).

The main difference between R-6a and R-6b is the total allowable number of dwelling units. R-6a allows for one detached house while R-6b allows for six dwelling units in one principal structure.

Staff only intended to combine the number of zoning districts with few or no differences between them and to not to “upzone” any area without a change to the future land use map and more input from residents and stakeholders.

To make the map easier to understand and administer, the second amendment to the zoning ordinance proposes to combine R-1, R-2, and R-3 into one district (R-1). R-4, R-5, and R-6a would be condensed (R-2). And R-6b would be separate and renamed (R-3)

Due to this mapping error staff has resubmitted the proposed zoning map for public hearing and Planning Commission recommendation.

Mr. Jackson asked why R-6 was split into two subcategories. Mr. Fedewa answered that under the old code there was only “A”, “A-1” and “B” districts for single-family. “C” allowed for two-family dwellings (duplexes). The original developers of the form-based zoning code created unnecessary distinctions that resulted in six single-family districts. “C” districts

became “R-6b” and the allowable number of units was increased from two to six to correspond with the contemporary concept of ‘missing-middle housing’, that is two-to-six unit dwellings that maintain similar exteriors, massing, and site layouts in denser, urban neighborhoods. Mr. Fedewa stated that having seven districts is confusing, which is the purpose of the change.

Mr. Hovey opened the public hearing.

Joan Nelson, spoke on behalf of the Shared Housing Network and stated the group’s continued support for the second amendment’s changes to allow for more housing choices.

Christopher Greene-Szmadzinski spoke on his support for the second amendment and the ADU amendment.

Mike Dombrowski, spoke on his support for the second amendment and the ADU amendment.

Fred McLaughlin, requested that staff and the Planning Commission remove the requirement for off-street parking minimums from the zoning ordinance.

Clinton Mireles, spoke on the number of vacant parcels in the Urbandale neighborhood and his support for in-fill housing development.

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

Mr. Muchmore asked for an update on the other proposed zoning changes. Mr. Fedewa clarified that this public hearing is only to recommend approval of the revision to the zoning map in Chapter 1242. The boarder set of changes staff has called the ‘second amendment’ was approved by Planning Commission June 2024 and still with the Committee on Development and Planning until the proposed map is reviewed by Planning Commission. The amendment that would allow for ADUs city-wide has been held until the second amendment is ultimately voted on by Council.

Mr. O’Dell made a motion, seconded by Ms. Alexander to recommend approval of Form-Based Zoning, Code, Second Amendment, Zoning Map revision.

On a voice vote the motion passed unanimously (7-0).

5. **COMMENTS FROM THE AUDIENCE** - None
6. **RECESS** - None
7. **BUSINESS** - OMMITTED
8. **REPORT FROM PLANNING & ZONING OFFICE** - None
9. **COMMENTS FROM THE CHAIRPERSON** - None
10. **COMMENTS FROM COMMISSION MEMBERS** - OMMITTED
11. **PENDING ITEMS: FUTURE ACTION REQUIRED** - None
12. **ADJOURNMENT** – The meeting was adjourned at 7:25 p.m.

Discussion/Action:

5. D. ORDINANCE – Form Based Code and Zoning Map; Repeal and Replace current zoning ordinance and map, being Chapter 12, Title 6 of the Codified Ordinances, except for Chapter 1300- Marihuana Operations

Documents too large for publication.

Viewing of documents can be found on the website:

<https://www.lansingmi.gov/374/Zoning>



PASSAGE OF ORDINANCE

An ordinance of the City of Lansing, Michigan, to repeal and replace the existing Zoning Ordinance and map, being Part 12, Title 6 of the Lansing Codified Ordinances in its entirety, except for Chapter 1300 – marihuana operations, with a Form Based Code and Zoning Map.

Is read a second time by its title. The Ordinance was reported from the Committee on Development and Planning and is on the order of immediate passage.

COUNCIL MEMBER	YEAS	NAYS
Brown	☐	☐
Carter	☐	☐
Garza	☐	☐
Hussain	☐	☐
Jackson	☐	☐
Kost	☐	☐
Pehlivanoglu	☐	☐
Spadafore	☐	☐
	_____	_____
☐ ADOPTED	☐ FAILED	



MINUTES
Committee on Development & Planning
Wednesday, December 11, 2024 @ 3:30 p.m.
City Council Conference Room

CALL TO ORDER

Council Member Hussain called the meeting to order at 3:32pm

PRESENT

Council Member Hussain, Chair
Council Member Brown, Vice-Chair
Council Member Garza, Member - excused

OTHERS PRESENT

Renee Richmond, Council Administrative Assistant
Charles Randal, Internal Auditor
Lisa Hagen-Lawrence, OCA
Andy Fedewa, ED&P
Susan Stachowiak, ED&P
Rawley VanFossen, Director ED&P
Alan Fox, Ingham County Treasurer
Brett Kaschinske, Director of Parks & Recreation
Joan Nelson
Josh Lachowski, AARP
Eric Schertzing

MINUTES

MOTION BY COUNCIL MEMBER BROWN TO APPROVE THE MINUTES FROM NOVEMBER 13, 2024, AS PRESENTED. MOTION CARRIED 2-0.

PUBLIC COMMENT

Mr. Lachowski, spoke on support of the ADUs with the current changes as written, stating recommends if owner resides in principal residence.

Ms. Nelson spoke in support of the ADUs, noting recent weeks meetings with Councilmembers and there is reasonable concern with boarding/rooming houses, she has not heard of other experiences in other cities like Grand Rapids or Traverse City. Adding the changes in neighborhoods aren't jarring, only incremental

Mr. Schertzing spoke on support of the ADUs and inclusive zoning, believes it is good for the city and the challenge will be helping people find the appropriate fit.

Discussion/Action

ORDINANCE – Amending Part 12, Title 6, Chapter 1250 to include 1250.04.08, Accessory Dwelling Units

MOTION BY COUNCIL MEMBER BROWN TO UNTABLE THE ORDINANCE AMENDING PART 12, TITLE 6, CHAPTER 1250 TO INCLUDE 1250.04.08, ACCESSORY DWELLING UNITS. CARRIED 2-0

Councilmember Hussain noted he believes this is intended for individuals to age in place to have a family member or caretaker to live and take care of them, indicating he is good with the changes in draft 2 to send back to the Planning Commission and asked if another public hearing will be needed in the future, and Ms. Stachowiak also asked if one will be needed for the Planning Commission. Ms. Hagen-Lawrence confirmed the change is substantial enough that yes on both.

Councilmember Hussain passed the gavel to Councilmember Brown, he accepted.

MOTION BY COUNCIL MEMBER HUSSAIN TO ADOPT WITH THE AMENDMENT AS OUTLINED ON PAGE TWO OF DRAFT 2 OF THE ORDINANCE AMENDING PART 12, TITLE 6, CHAPTER 1250 TO INCLUDE 1250.04.08, ACCESSORY DWELLING UNITS.

Councilmember Brown spoke that he still had a lot of questions on the next item for the Form Based Code (FBC, should the language be uniform in both Ordinances referencing the cottage house or boarding/rooming houses. Councilmember Hussain stated the ADUs can only be part of a single family and reiterated the idea is for aging in place and for family members or caregivers. Councilmember Brown asked ED&P what the difference is, and Ms. Stachowiak stated that if a dwelling is owner occupied it does not have to be registered. Mr. VanFossen added that cottage court was renovated and then either sold or rented out, ADUs and cottage court are two separate things as ADUs are only able to fit on the single-family property.

MOTION CARRIED 2-0.

Ms. Stachowiak asked if this goes to council first or back to Planning Board, Ms. Hagen-Lawrence answered because this is at committee and approved with amendments it goes back to the Planning Commission and explained that new public hearings will be needed and possibly a new referral.

ORDINANCE – Amending Part 12, Title 6, Form Based Zoning Code, Second Amendment

MOTION BY COUNCIL MEMBER BROWN TO UNTABLE THE ORDINANCE – AMENDING PART 12, TITLE 6, FORM BASED ZONING CODE, SECOND AMENDMENT. MOTION CARRIED 2-0

Councilmember Brown noted he had the opportunity to meet with EDP staff for about an hour today but only got through about 10% of the changes which opened additional and would like to get back with constituents and business owners. He continued noting specific pages as:

- Page 6 mentions boarding houses, and the definition is lodging for extended periods of time, he asked what that means.
- Page 26 again mentions rooming houses and asked if that is a boarding house
- Page 14 talks about stoops and MUST BE vs. MAY/SHALL BE covered, noting this is a personal preference by the department
- Page 8 speaks to campgrounds and tents saying it become subject to state regulations and how does that affect the homeless and encampments and would like to speak to HRCS more

FBC ADU Amendment
ORIGINAL REFERRED TO COUNCIL IN 2024

AN ORDINANCE OF THE CITY OF LANSING, MICHIGAN, TO AMEND THE LANSING
CODIFIED ORDINANCES BY AMENDING PART 12, TITLE 6, CHAPTER 1250, TO ADD
1250.04.08, ALLOWING FOR ACCESSORY DWELLING UNITS ON PARCELS IN
CERTAIN ZONING DISTRICTS WITH A PRINCIPAL USE OF SINGLE-FAMILY
DWELLING.

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 include 1250.04.08 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.

FBC ADU Amendment
ORIGINAL REFERRED TO COUNCIL IN 2024

(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.

FBC ADU Amendment
ORIGINAL REFERRED TO COUNCIL IN 2024

	R-2, R-3, R-MX, DT-1	6,000 sq. ft.
Maximum Coverage of rear yard	33%	
Maximum Lot Coverage with ADU	65%	

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(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 December 31, 2033.



Andy Schor
Mayor

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

MINUTES – *Approved 3/4/2025*

1. OPENING SESSION

Ms. Alexander called the meeting to order at 6:32 p.m.

- a. Present: Katie Alexander, Tony Cox (arrived 6:35 p.m.), Josh Hovey, Tim Klont, Shane Muchmore, Ted O'Dell, John Ruge
- b. Absent: Monte Jackson (excused)
- c. Staff: Andy Fedewa, Planner

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

3. COMMUNICATIONS - None

4. PUBLIC HEARINGS & ITEMS FOR ACTION

A. Form-Based Zoning Code, Accessory Dwelling Unit Amendment, Councilmember Hussain version

Mr. Fedewa introduced an amendment to the draft ordinance that would allow accessory dwelling units (ADUs), to require either the principal or accessory dwelling to be occupied by the property owner. This amendment was proposed by Councilmember Hussain during discussion in the Council Committee on Development and Planning. Mr. Fedewa stated that staff had considered this requirement when they were drafting the proposed ordinance but ultimately chose not to include it. Staff found that although many communities include a homeowner requirement within their ADU ordinance, most seem to eventually rescind it to encourage the building of new housing units. Mr. Fedewa stated that city staff would have to verify the occupancy status for these properties going forward and inform residents the necessity of deed restrictions or covenants.

Mr. O'Dell commented that too many regulations may discourage new housing units from being built.

Mr. Muchmore spoke on his experience living in a community that allowed ADUs, some of the issues they created, and his agreement that a property owner living on-site makes them more responsible for the condition of the units and available to address issues.

Mr. Hovey opened the public hearing.

Jeff Deehan, Dymaxion Development, spoke in support of accessory dwelling units being legalized.

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

Mr. Ruge made a motion, seconded by Mr. Muchmore, to approve the Councilmember Hussain version of the Form-Based Zoning Code, Accessory Dwelling Unit Amendment.

Mr. Ruge stated that Councilmember Hussain's amendment is only one change and it is sensible for the property owner to be available for maintenance.

Ms. Alexander and Mr. Hovey spoke on their support for the original draft to encourage the building of new housing units.

On a roll call vote the motion failed 2-5. Ms. Alexander, Mr. Cox, Mr. Hovey, Mr. Klont, and Mr. O'Dell cast the dissenting votes.

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

6. **RECESS** – Not taken.

7. **BUSINESS**

A. **Consent Items**

(1) Minutes for approval: December 3, 2024

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

B. **Old Business** – None

C. **New Business**

(1) **Act-7-2024, 1801 N Washington Ave., Utility Easement**

Mr. Fedewa introduced a request from Consumers Energy to create a 12-foot wide easement along the southwest, west, and north borders of Reasoner Park at 1801 N Washington Ave. Consumers would install new natural gas distribution lines within unimproved parkland that would service the surrounding neighborhood. N Capitol Ave. between Russell St. and W Reasoner St. was vacated in 1966 and will also hold utility infrastructure, but has an existing utility easement.

Mr. Muchmore asked if any park improvements will be affected by the utility work. Mr. Fedewa stated that the easement area is unimproved and that the proposed agreement will prohibit the City from installing any amenities within the area.

Mr. Muchmore made a motion, seconded by Mr. Cox, to recommend approval of Act-7-2024, 1801 N Washington Ave. Utility Easement, as proposed. On a voice vote the motion carried unanimously (7-0).

(2) **Act-8-2024, 520 S Washington Ave., Use of Rights-of-Way**

Brendan Fox, Dymaxion Development, introduced Dymaxion Development's request for easements to permit building encroachments in the W Lenawee St. and S Washington Ave. rights-of-way. These easements would facilitate the new Ovation Center for Music and Arts (the Ovation), as designed by Albert Kahn Associates. The building encroachments as proposed would allow for two roof overhangs 50 feet above finished grade along W Lenawee St. and S Washington Ave, two ramps at the

FBC ADU Amendment

AN ORDINANCE OF THE CITY OF LANSING, MICHIGAN, TO AMEND THE LANSING
CODIFIED ORDINANCES BY AMENDING PART 12, TITLE 6, CHAPTER 1250, TO ADD
1250.04.08, ALLOWING FOR ACCESSORY DWELLING UNITS ON PARCELS IN
CERTAIN ZONING DISTRICTS WITH A PRINCIPAL USE OF SINGLE-FAMILY
DWELLING.

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 include 1250.04.08 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
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FBC ADU Amendment

(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) For any lot, the principal structure or the ADU shall be owner-occupied. If either the ADU, or the principal structure is leased, it must be registered and properly licensed as a rental by the Code Compliance Office.

(c) Site Layout Requirements.

(1) Building Massing		
Minimum Height	12'	1 Story
Maximum Height	15'	1.5 Stories
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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

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FBC ADU Amendment

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PASSAGE OF ORDINANCE

An ordinance of the City of Lansing, Michigan, to amend the Lansing Codified Ordinances by amending Part 12, Title 6, Chapter 1250, to add 1250.04.08, allowing for accessory dwelling units on parcels in certain zoning districts with a principal use of single-family dwelling.

Is read a second time by its title. The Ordinance was reported from the Committee on Development and Planning and is on the order of immediate passage.

COUNCIL MEMBER	YEAS	NAYS
Brown	☐	☐
Carter	☐	☐
Garza	☐	☐
Hussain	☐	☐
Jackson	☐	☐
Kost	☐	☐
Pehlivanoglu	☐	☐
Spadafore	☐	☐
	_____	_____
☐ ADOPTED	☐ FAILED	

AN ORDINANCE OF THE CITY OF LANSING, MICHIGAN, TO AMEND THE LANSING
CODIFIED ORDINANCES BY AMENDING PART 12, TITLE 6, CHAPTER 1250, TO ADD
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