EAST LANSING DOWNTOWN DEVELOPMENT AUTHORITY AGENDA

Downtown Development Authority Meeting

12:00 PM - Thursday, May 28, 2026 at Hannah Community Center, 819 Abbot Road.

Public Comment - Email: lmullins@cityofeastlansing.com

Page

1. **CALL TO ORDER**

   1.1. Approval of the agenda

   1.2. Roll Call

   1.3. Approval of the minutes — 5 - 9
   DDA Minutes 4-23-26

2. **FINANCIAL REPORTS**

   2.1. April Financial Report — 10 - 12
   April 2026 Treasurer Report

3. **COMMUNICATIONS**

   3.1. Written Communications — 13 - 17
   530 Albert - Development Update - 04-22-2026
   DDA Letter of Support - Tree Capana Grant
   DDA letter recommendation to City Council 4.23.2026

   3.2. Communications from the Audience

   3.3. Communications from Staff — 18 - 29
   2025 Downtown Parking Report

4. **BUSINESS AGENDA**

   4.1. Consider proposed Ordinance 1559, to amend Sec. 50-94 of the Zoning Ordinance, which defines a diverse housing requirement in downtown East Lansing. The amendments would allow for a fee to be paid in lieu of meeting the requirement, define a formula for that fee, and to allow for the transfer of diverse housing credits from areas outside of downtown. — 30 - 202

   An extensive sample motion is included in the Agenda Item Report.
   Agenda Item Report - Pdf

   4.2. Consideration of an East Lansing Downtown Development Authority Site Amenities Program and authorize DDA Chairperson to execute limited license agreements for applications that comply with program Guidelines. — 203

   Below is a motion for the Board's consideration.
   Move to approve creation of an East Lansing Downtown Development Authority Site Amenities Program and authorize DDA Chairperson to execute limited license agreements for applications that comply with

program Guidelines.
Agenda Item Report - Pdf

4.3. Request for consideration of proposed modification to refuse rates charges. 204

Below is a motion for the board's consideration.
Move to approve/deny the proposed modification to refuse rate charges.
Agenda Item Report - Pdf

4.4. Consideration of City of East Lansing Downtown Development Authority Policy Resolution 2026-01, a resolution authorizing the Executive Director to enter into certain contracts without prior approval of the Downtown Development Authority Board. 205 - 207

Below is a motion for the board's consideration.
Motion to approve/deny City of East Lansing Downtown Development Authority Policy Resolution 2026-1 authorizing the Executive Director to enter into certain contracts without prior approval of the Downtown Development Authority Board.

Agenda Item Report - Pdf

5. **UNFINISHED BUSINESS AGENDA**

5.1. Consideration of the FY27 DDA Budget and Tax Rate Resolution 208 - 224

Below is a motion for the board's consideration.
Move to approve the DDA FY 2027 Budget and the adoption of the Tax Rate Resolution, to levy 1.6229 mills of tax on each $1,000 of taxable value on the real intangible personal property, not exempt by law on all properties located within the DDA district for the purposes of financing the operations of the DDA.
Agenda Item Report - Pdf

5.2. Consideration of three proposals for the Marketing and Selling of 314, 328, 334, 340 and 344 Evergreen Avenue and authorize the DDA attorney, DDA executive director and two to three board members to negotiate and draft an agreement for execution by the DDA Chairperson. 225 - 345

Below is a motion for the Board's consideration:
Move to ask board members _____, the DDA attorney and the DDA executive director to negotiate and draft an agreement with _____ for execution by the DDA chairperson.
Agenda Item Report - Pdf

5.3. Request to reduce scope of contract for Ann Street Plaza Vehicular Landscape Barrier Design Project and request for funding to support the related Downtown Events Hydraulic Bollard Project 346 - 347

Below is a motion for the board's consideration.
Move to authorize staff to issue a notice of contract termination regarding the Ann Street Plaza Vehicular Landscape Barrier Design project and allocate $9,100 from contract services to finalize the scope of work through a contract between the City of East Lansing and their selected bidder.

Agenda Item Report - Pdf

5.4. Request for a Recommendation to City Council regarding a request from Evan Williams on behalf of Harbor Bay Ventures for approval of a Site Plan for a 12-story mixed use development consisting of one-, two- and three-bedroom dwelling units and ground floor commercial space at 401, 421, & 427 E. Grand River Avenue. The property is zoned B3 City Center Commercial Business District. 348 - 521

Below is a motion for the Board's consideration. Move to approve/deny a request from Evan Williams on behalf of Harbor Bay Ventures for approval of a Site Plan for a 12-story mixed use development consisting of one-, two- and three-bedroom dwelling units and ground floor commercial space at 401, 421, & 427 E. Grand River Avenue.

401 E. Grand River report PC 5.13.26
EL_Planning_Commission_Presentation_The_Howard_5.13.26
LEED precertification status - under review - 1000231992_Review_Report
Memo_Shoag_Figure_Adjustment 5.6.26
Presentation Board 1 5.6.26
Presentation Board 2 5.6.26
The Howard Project Entitlements Timeline V1 5.6.26
The_Howard_Parking_Presentation_5.13.26 5.6.26
Dickinson Wright Letter to EL Planning Comm 5.13.2026
Lansing Regional Chamber letter of support 3.25.26
Lansing Regional Chamber letter of support for The Howard Project_5-13-2026
State_News_April_8_2026_RE_The_Howard_Email_Opposed
Agenda Item Report - Pdf

5.5. Discussion and approval of Michigan Main Street Program Scorecard and interest form 522 - 531

Below is a motion for the board's consideration.
Move to approve the Michigan Main Street interest form and Scorecard and authorize the DDA Executive Director to pursue and report back on next steps.

Agenda Item Report - Pdf

6. **REPORTS FROM CHAIR AND BOARD MEMBERS**

6.1. Downtown Management Board (Hewson)

6.2. Parking Task Force (Hackney)

6.3. LDFA Smartzone (Smith)

6.4. ArtSpace Update

7. **ANNOUNCEMENTS / BOARD MEMBER COMMENTS**

8. **ADJOURNMENT**

CITY OF EAST LANSING
DOWNTOWN DEVELOPMENT AUTHORITY MEETING
MINUTES

Thursday, April 23, 2026

Item 1 — Call to Order

1.1. Roll Call

The meeting of the Downtown Development Authority of the City of East Lansing was called to order on April 23, 2026, at 12:01 p.m., in the Banquet Hall Room at the Hannah Community Center, with the following members present:

Board Members Present: Altmann, Aydukovic, Babcock, Ballein, Belleman, Hackney, Hewson, Krueger, Ledebuhr, and Vlahakis. Smith joined at 12:22

Board Members Absent: Smith (absent at roll call, but arrived at 12:22)

Staff Present: Lori Mullins, Heather Pope, Matt Apostle

Counsel: Tony Chubb

1.2. Approval of the Agenda

Ledebuhr moved to amend the agenda to add item 7.4 Update on ArtSpace. The addition was seconded by Hackney. All yeas. Hackney moved to approve the agenda as amended. Support by Ballein.

ALL YEAS
MOTION CARRIED

1.3. March 26, 2026, Minutes

Moved by Altmann, seconded by Ledebuhr, to approve the March 26, 2026 meeting minutes.

ALL YEAS
MOTION CARRIED

Item 2 — Financial Reports

2.1. March 2026 Treasurer Report

Mullins provided a brief overview of the Budget Performance Report for March 2026.

Item 3 **Communications**

3.1. Written Communications

Letter from Intent to Purchase DDA Properties

3.2. Communications from the Audience

Paul Vlahakis addressed the board regarding the letter of intent for the Evergreen Properties.

3.3. Communications from Staff

Mullins reported item 5.7 would remain on the agenda, but that information is evolving. Provided a brief update on the 530 Albert, the After Class Bash concert planned for Friday, the Downtown Tree Canopy activities planned for Friday and new public art that has been added to the 300 block alley and the Grove Street Garage. Mullins also mentioned that staff is exploring ways of allowing the DDA street furniture to be used by businesses.

3.4. Presentation by MSU Urban Planning Practicum team on East Village plan update project

Students presented their research methodologies, findings and recommendations for the study area.

Item 4 **Public Hearing**

4.1. DDA FY27 Budget and Tax Rate Resolution Public Hearing

Item 5 **Business Agenda**

5.1. Consideration of a request from Michael Mudrey, of For Crepe Sake East Lansing, LLC for approval of a Special Use Permit to allow alcohol service at 601 East Grand River Avenue.

Grace Whitney provided an overview of the applicant's request. Ledebuhr motioned to recommend approval of the Applicant's request for a Special Use Permit to allow alcohol service at 601 East Grand River Avenue, second by Hewson.

ALL YEAS
MOTION CARRIED

5.2. Consideration of an Agreement for Limited License for the Staging of Construction Equipment and Materials at 314, 328, and 334 Evergreen Ave., for construction at the Graduate Hotel.

Mullins provided a summary of the request for use of the DDA properties, the license agreement and staff's recommendation to approve.

Hackey motioned to approve the Agreement for Limited License for the Staging of Construction Equipment and Materials at 314, 328, and 334 Evergreen Ave,for the period of April 23, 2026 thru May 25, 2026, second by Ballein.

ALL YEAS
MOTION CARRIED

5.3. Consideration of a Request for Qualifications and Proposals for the Marketing of 314, 328, 334, 340 and 344 Evergreen Ave.

Altmann moved to recuse Vlahakis, Hewson seconded.

ALL YEAS
MOTION CARRIED, Vlahakis left.

Mullins summarized the need for a listing broker, the attached draft RFQP, and the proposed timeline for issuing and receiving responses. The only thing that was modified in the proposed RFQP since the last iteration, is the addition of the potential city-owned parking component of the future redevelopment. A planning update and parking needs assessment are also being planned and anticipated to help support the evaluation of future offers. There was discussion about the need for a broker and the value that would be added by bringing that expertise and connections to support both marketing and the future transaction. There was also discussion about sharing the previous brokerage agreement with interested parties in order to speed the pace of negotiating and executing a new agreement.

Altmann motioned to approve the issuance of the RFQ/P for the marketing and selling of the DDA owned properties, located at 314, 328, 334, 340 and 344 Evergreen Avenue, Hewson seconded.

ALL YEAS
MOTION CARRIED, Vlahakis returned.

5.4. Request for Approval of Summer Patronage and Downtown Parking Promotion

Mullins shared that staff from Community Events, Community and Economic Development and the DDA are coordinating around a promotional mailing intended to draw more East Lansing residents to the downtown this summer. The mailing would go to all off campus residential units that we have addresses for and would include one card with QR codes for keeping up with downtown events, downtown specials and parking options, one magnet and two (one-hour) parking validation vouchers. One QR code on the card will take residents to a new page on the downtown website where business specials will be promoted. The cost of the promotion will vary based on the number of parking validations that are used, as the DDA will be charged for those each month based on validation vouchers redeemed. There was discussion about how success will be measured and staff reported that we would be able to report out on the number of validations used. Matt Appostle also shared that it may be possible to report on the activity on the websites linked to the QR codes. The board members recommended having the parking validations expire at the end of the year, to also support holiday shopping.

Belleman moved to approve the DDA Business Patronage and Parking Program by amending the FY 2026 budget for use of fund balance not to exceed $48,000, support by Hewson.

ALL YEAS
MOTION CARRIED

5.5. Request For Summer Construction Communications Funding

Mullins requested that the board authorize use of $2,000 from the fund balance to be transferred to the Downtown Management Board for a summer intern to support promotion of and communication with the businesses that are on East Grand River Avenue and not in the DMB district.

Belleman moved to approve contribution of $2,000 to the DMB for construction-related communication and promotion of East Grand River Avenue businesses, second by Hackney.

ALL YEAS
MOTION CARRIED

5.5. Consideration of Support for Installation of Artistic Directional Sign

Staff shared a proposal for a temporary artistic and whimsical sign to be installed in Bill Sharp Park. The sign will be constructed and installed by students in the Arts Living Learning Community Club at Michigan State University, which is led by faculty advisor Barbara Pearsall.

Ballein moved to approve use of up to $3,000 in funding from the DDA contract services account for the installation of the artistic directional sign., second by Hewson.

ALL YEAS
MOTION CARRIED

5.6. Consideration of First Amendment to Sublease of Commercial Space

Staff provided an update on the status of the sublease of commercial space in the first floor of the Charles Street parking structure and requested authorization to issue an RFQP for property management services. There are a number of questions to be addressed, however there is no harm in beginning to seek proposals for those services now.

Luke moved to allow the DDA Executive Director to issue an RFP for property management services for the properties, supported by Smith.

ALL YEAS
MOTION CARRIED

Item 6 **Unfinished Business Agenda**

6.1. Michigan Main Street Program

Mullins explained opportunities for moving forward toward becoming a Michigan Main Street Community.

Smith moved to submit interest form and bring their completed scorecard to the next board meeting for discussion, seconded by Ballein.

ALL YEAS
MOTION CARRIED

Item 7 **Reports from Chair and Board Members**

6.1. Downtown Management Board (Hewson)

Hewson provided an update on the DMB board meeting agenda. One additional community member was appointed to the DMB Marketing Committee.

6.2. Parking Task Force (Ballein)

No meeting was held.

6.3. LDFA SmartZone (Smith)

Smith provided an update on activities of the LDFA SmartZone and the recent increase in tax capture that is being used by the SmartZone as well as anticipated future expansion of the SmartZone Boundaries.

6.4. ArtSpace Update (Ledebuhr)

ArtSpace will be coming to East Lansing to look at locations for an ArtSpace development in the downtown. They are not looking for market-rate properties.

Item 8 **Announcements and Board Member Comments**

Krueger welcomed Johnny Vlahakis to the Board.
Belleman shared that the City Council has changed their starting time of meetings with regular meetings starting at 6:30 and discussion only meeting.
Ballein recognized the Hannah Community center and the people at the City who help to provide such a high-quality meeting space.

Item 9 **Adjournment**

Moved by Hackney, supported by Ledebuhr to adjourn at 1:54 p.m.

ALL YEAS
MOTION CARRIED

Budget Performance Report-04/26

Account	Account Description	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	% Used/ Rec'd
Fund **248 - Downtown Development Authority**						
REVENUE						
Department **50 - Planning, Bldg and Dev**						
Division **5084 - Downtown Development**						
5020	Property Taxes - DDA Special Millage	324,445.00	13.90	.00	324,155.97	100
5030	TIF 1 University Place Tax Capture	139,395.00	.00	.00	139,556.49	100
5031	TIF 2 DDA Tax Capture	2,110,960.00	.00	.00	2,084,312.26	99
5601	Lease/Rental Income	.00	.00	.00	13,682.00	+++
5650	Miscellaneous Revenue	.00	.00	.00	375.00	+++
5751	Interest Income	20,000.00	.00	.00	30,413.16	152
5992	Reappropriated Equity Encumbrances	2,280.00	.00	.00	.00	0
	Division **5084 - Downtown Development** Totals	$2,597,080.00	$13.90	$0.00	$2,592,494.88	100%
Division **5088 - Downtown Waste Mgmt Program**						
5421	Charges for Services	145,200.00	10,821.14	.00	104,206.90	72
5650	Miscellaneous Revenue	.00	25.00	.00	25.00	+++
	Division **5088 - Downtown Waste Mgmt Program** Totals	$145,200.00	$10,846.14	$0.00	$104,231.90	72%
Division **5090 - Evergreen Properties**						
5601	Lease/Rental Income	.00	.00	.00	3,700.00	+++
5650	Miscellaneous Revenue	.00	.00	.00	.00	+++
	Division **5090 - Evergreen Properties** Totals	$0.00	$0.00	$0.00	$3,700.00	+++
	Department **50 - Planning, Bldg and Dev** Totals	$2,742,280.00	$10,860.04	$0.00	$2,700,426.78	98%
	REVENUE TOTALS	$2,742,280.00	$10,860.04	$0.00	$2,700,426.78	98%
EXPENSE						
Department **50 - Planning, Bldg and Dev**						
Division **5084 - Downtown Development**						
6001	Salaries and Wages Full Time	114,150.00	10,721.50	.00	55,260.79	48
6003	Wages - Contingent	6,440.00	.00	.00	1,755.00	27
6005	Leave Time Payout	2,250.00	.00	.00	2,438.27	108
6025	Car Allowance	3,600.00	.00	.00	1,200.00	33
6071	S&W - Direct Charges	31,980.00	1,831.67	.00	18,316.70	57

Budget Performance Report-04/26

6110	Health Insurance - Actives	21,460.00	1,706.73	.00	10,324.88	48
6111	Rx Insurance - Actives	640.00	51.20	.00	309.76	48
6150	Dental Insurance	1,140.00	90.69	.00	548.14	48
6155	Optical Insurance	160.00	12.84	.00	77.59	48
6158	Long Term Care Insurance	.00	50.00	.00	310.18	+++
6160	Long Term Disability Insurance	330.00	30.98	.00	159.67	48
6165	Life Insurance	440.00	41.68	.00	214.84	49
6201	Social Security	9,670.00	820.56	.00	4,563.59	47
6222	Retirement - Hybrid DB	10,480.00	936.00	.00	5,141.89	49
6224	Retirement - Hybrid DC	1,520.00	136.18	.00	748.04	49
6301	Workers Compensation	70.00	6.44	.00	34.97	50
6309	HCSP - City Match	1,000.00	84.26	.00	488.37	49
6315	Employee Parking Permits	660.00	55.00	.00	550.00	83
6341	Fringe Benefits - Direct Charges	3,710.00	34.17	.00	341.70	9
7201	Operating Supplies	12,950.00	348.32	.00	4,888.20	38
7401	Contract Services	101,870.00	462.30	22,886.56	74,579.17	96
7415	Municipal Service Agreement	587,305.00	26,042.92	.00	324,861.69	55
7501	Legal Services - General	12,000.00	800.70	.00	17,368.20	145
7510	Audit Services	4,785.00	.00	.00	4,785.00	100
7530	Software Maintenance Agreement	.00	.00	.00	.00	+++
7701	Communications - Telephone	.00	74.43	.00	308.09	+++
7810	Sponsorships	9,500.00	.00	.00	3,500.00	37
7901	Printing and Publishing	.00	.00	.00	.00	+++
8001	Dues and Memberships	800.00	.00	.00	2,750.00	344
8101	Employee Training & Travel	.00	.00	.00	135.00	+++
8205	Utilities - Electric	360.00	30.00	.00	270.00	75
8460	Project Development Fund	15,000.00	.00	.00	540.00	4
8501	Repairs and Maintenance	3,000.00	.00	.00	205.00	7
8801	General Government Indirect Charge Allocation	.00	7,776.25	.00	77,762.50	+++
8810	City Facility Rental	4,680.00	.00	.00	2,380.00	51
8820	City Computer Rental	5,920.00	493.33	.00	4,933.30	83
9001	Capital Outlay	705,000.00	.00	4,058.75	11,781.25	2

Budget Performance Report-04/26

9701	Contribution to General Fund	118,275.00	9,856.25	.00	98,562.50	83
9715	Contribution to Debt Service Fund	.00	.00	.00	.00	+++
9730	Contribution to Parking Fund	139,395.00	.00	.00	139,556.49	100
9996	Replenish Fund Equity	91,850.00	.00	.00	.00	0
	Division **5084 - Downtown Development** Totals	$2,022,390.00	$62,494.40	$26,945.31	$871,950.77	44%
	Division **5088 - Downtown Waste Mgmt Program**					
6071	S&W - Direct Charges	6,710.00	559.17	.00	5,591.70	83
6341	Fringe Benefits - Direct Charges	1,300.00	108.33	.00	1,083.30	83
7401	Contract Services	130,840.00	12,089.46	1,284.07	146,739.47	113
7701	Communications - Telephone	2,200.00	75.00	.00	1,830.00	83
8205	Utilities - Electric	1,800.00	149.71	.00	1,225.85	68
8501	Repairs and Maintenance	2,350.00	.00	.00	580.97	25
	Division **5088 - Downtown Waste Mgmt Program** Totals	$145,200.00	$12,981.67	$1,284.07	$157,051.29	109%
	Division **5090 - Evergreen Properties**					
7401	Contract Services	2,500.00	.00	.00	903.50	36
8220	Utilities - Other	650.00	188.20	.00	721.70	111
8501	Repairs and Maintenance	1,000.00	.00	.00	.00	0
9501	Principal Payment	355,000.00	.00	.00	355,000.00	100
9505	Interest Expense	215,540.00	.00	.00	215,541.00	100
	Division **5090 - Evergreen Properties** Totals	$574,690.00	$188.20	$0.00	$572,166.20	100%
	Department **50 - Planning, Bldg and Dev** Totals	$2,742,280.00	$75,664.27	$28,229.38	$1,601,168.26	59%
	EXPENSE TOTALS	$2,742,280.00	$75,664.27	$28,229.38	$1,601,168.26	59%
	Fund **248 - Downtown Development Authority** Totals					
	REVENUE TOTALS	2,742,280.00	10,860.04	.00	2,700,426.78	98%
	EXPENSE TOTALS	2,742,280.00	75,664.27	28,229.38	1,601,168.26	59%
	Fund **248 - Downtown Development Authority** Totals	$0.00	($64,804.23)	($28,229.38)	$1,099,258.52	
	Grand Totals					
	REVENUE TOTALS	2,742,280.00	10,860.04	.00	2,700,426.78	98%
	EXPENSE TOTALS	2,742,280.00	75,664.27	28,229.38	1,601,168.26	59%
	Grand Totals	$0.00	($64,804.23)	($28,229.38)	$1,099,258.52	

TAREEN DEVELOPMENT PARTNERS

April 22, 2026

Alycia Reiten
Senior Planner
City of East Lansing
410 Abbot Road
East Lansing, MI 48823
areiten@cityofeastlansing.com

Re: 530 Albert Development Update

Dear Ms. Reiten,

We appreciate the time and attention the City has dedicated to the review of our proposed development at 530 Albert Avenue. I am writing to provide an update on the status of our development after requesting the most recent postponement of the City Council meeting. Our team has been engaging with our capital markets, design, construction and legal partners looking at all of our options on the development to ensure that we have a feasible project that can be executed and delivered on time. With the primary residents of the building being students, it is paramount that we deliver the building prior to the start of the school year and missing those dates would have significant repercussions. This memo will provide information about the parking costs as previously requested and information about how we arrived at our plans today.

The Cost of Parking

It was requested at the March 17th City Council meeting to explain the cost of parking and how that affects feasibility. We have prepared Figure 1, to show the estimated value of burden added to the development. We estimate the hard costs to provide the 83 stalls on the tight site to be approximately $3.9M with additional soft costs bringing the total estimated cost to over $4.5M. For new development, the market targets a 7% yield on cost (Net Operating Income divided by Cost). Assuming the City were to lease the stalls at $125 per month, we would estimate that the revenue shortfall would exceed $200K of the target investment return metrics of 7%.

Parking Cost Analysis		
Parking Hard Costs	$	3,900,000
Interest Carry (Full Draw Down at 6.75%)	$	394,875
Engineering/Design Fees	$	150,000
Additional Soft Costs (financing, special inspections, legal, etc.)	$	85,350
Estimated Cost of Parking	$	4,530,225
Target 7% Yield on Cost (Revenue Offset)	$	317,116
Parking Lease Rent at $125 Per Stall	$	124,500
Developer Annual Parking Expenses	$	15,000
Estimated Revenue Shortfall	$	207,616
Estimated Revenue Shortfall	$	207,616
Cap Rate		5.50%
Estimated Value of Burden	**$**	**3,774,832**

Figure 1.

When we look at the value lost at a capitalization rate (Net Operating Income divided by the rate determines the value) of 5.5%, which would be market here, the Value lost by providing the parking is over $3.7M. To incorporate the 83 stalls, we added one level of parking, three levels of residential and moved our amenities to the top floor to gain more space, while not putting units on that floor to minimize impact. With adding three residential floors over the base eight stories, it helped cover a portion of those parking costs. Eight stories alone is difficult to make feasible due to reduced economies of scale in construction, revenue and operating costs. The addition of each of those floors and units gains additional revenue, but then each unit also has to offset it's cost burden for building that unit out. So with each additional unit and economy of scale, a small portion is realized to offset the overall parking burden.

To provide the parking, we had to adjust our amenities to another level, which is more costly to structurally support as those spaces do not stack the same as the units below adding additional costs to the project. While the additional density and height helped the feasibility, other support would be needed to provide the Diverse Housing, which we have discussed a PILOT throughout our process. Looking at the alternatives that are being discussed for a fee-in-lieu of the Diverse Housing, our project would trigger over $3M in fee-in-lieu expenses. If you combine the parking cost and the fee-in-lieu expense as an estimate of satisfying the Diverse Housing, we would be asked to take on approximately $7M in burden without any offset. This would be approximately 7-8% of our overall project costs. This burden would be an undue tax on the project that renders it unfeasible without assistance.

Outstanding Risks

One of the main responsibilities of a developer is to mitigate or minimize risk in their projects. Taking on additional project costs and expenses increase risk to the project as expenses can grow, but revenue can only be what the market is willing to pay. The parking garage overall has been an inherent risk for us as parking is prohibited and it increases costs and expenses. We have worked diligently to gain support for the parking and the trade off of height to help offset some of those costs. At the March 17th City Council meeting, there was new neighborhood opposition regarding the height and project that had not attended any of the previous public hearings or provided written communication. This created difficulty along with a long agenda for the City Council to take action that night, but losing that additional three weeks to the April 7th City Council Meeting, in addition to previous time lost for other occurrences, put the development team in a tough position to be able to deliver and execute the project on schedule.

Another difficulty is that there was not support for the PILOT on the moderate-income units to satisfy the Diverse Housing requirement. Our team understands that the Diverse Housing policy may be amended, but that will take additional time and it is currently unclear what the final version will be, adding additional risk to the project. For our potential investors and lenders to go through their investment committees, they need assurances and can't have unknowns to be able to present a potential project. Those people underwriting the project will also complete significant

due diligence, which would include watching the City Council meetings to corroborate any outstanding items noted by the developer.

Uncertainties around the Diverse Housing requirement and how that would be satisfied in the development would be a risk for the financial partners, stalling out the financing process. The parking lease would also be a risk as an item that could be contentious and has the ability to financially impact the project. As it currently stands, this project has risk in timing and delivery of the project, financial feasibility, a need for a new way to satisfy the Diverse Housing and the parking lease.

The culmination of the burden and risks placed on our development have caused us to pause and evaluate all paths forward. We do not take this decision lightly as we aim to be partners and good stewards in the community. After consulting with our entire team, we have decided that we will be transitioning to alternate plan for the development. With this in mind, we believe that the alternate plan would provide more benefits to the community with the exception of removing the parking that is otherwise prohibited. I am planning to be in East Lansing on April 30th and would welcome the opportunity to sit down with anyone who would like to discuss this further or am available to schedule a phone call or virtual meeting as well. Again, we appreciate the effort by all parties throughout this process and look forward to continuing to work together towards developing the 530 Albert property.

Sincerely,



Cody Dietrich
Vice President of Development
Tareen Development Partners
507-440-5702
Cody@TDPmn.com

CC: Landon Bartley, Principal Planner
Robert Belleman, City Manager
Mayor and City Council

CITY OF EAST LANSING
The Home of Michigan State University

May 15, 2026

Michigan Department of Natural Resources
Urban and Community Forestry Assistance Grant Program

Re: Letter of Support for Tree Capana Project

To Whom It May Concern:

As the Chairperson of the East Lansing Downtown Development Authority (DDA), I am pleased to provide this letter of support for Michigan State University's proposed tree "capana" project in downtown East Lansing.

Support for this creative project, aligns with the DDA's placemaking and public space development goals. The proposed tree capana will help demonstrate the value of mature trees, protect and nurture new growth, and create opportunities for public education and engagement around urban forestry.

410 Abbot Road
East Lansing, MI 48823

(517) 337-1731
Fax (517) 337-1559
www.cityofeastlansing.com

Because the project design will be developed by students, the DDA is not able to provide final approval of a location or installation at this stage. Once the student design is finalized, the DDA will work with Barbara Pearsall, Hailey Becker, the students, and the City of East Lansing to determine an appropriate downtown location for the tree capana and to coordinate the review or approval processes.

Thank you for your consideration of this creative, educational, and community-centered approach to strengthening East Lansing's urban forest.

Sincerely,

Michael Krueger (May 15, 2026 11:51:28 EDT)

Michael Krueger, Chair
Downtown Development Authority

C: DDA Board

CITY OF EAST LANSING
The Home of Michigan State University

May 15, 2026

The Honorable Erik Altmann
East Lansing City Council
410 Abbot Road

RE: 601 E. Grand River Avenue

Dear Mayor Altmann and Council Members,

At its April 23, 2026 meeting with eleven (11) members present, the East Lansing Downtown Development Authority (DDA) voted on the following:

> *Consideration of a request from Michael Mudrey, of For Crepe Sake East Lansing, LLC for approval of a Special Use Permit to allow alcohol service at 601 East Grand River Avenue.*

The DDA reviewed plans for the project and discussed the proposed sale of alcohol. Following the discussion, the DDA voted unanimously to recommend approval.

Thank you for the opportunity to review this request and for your time in reviewing this recommendation.

Sincerely,

Michael Krueger, Chair
Downtown Development Authority

C: DDA Board

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Prepared by
Planning, Building & Housing Department

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Grace Whitney, AICP, Associate Planner

Parking Division
Caleb Sharrow, Parking Administrator
Jennifer Lacasse, Deputy Parking Administrator
Thomas Shafer, Parking Operations Coordinator

2025

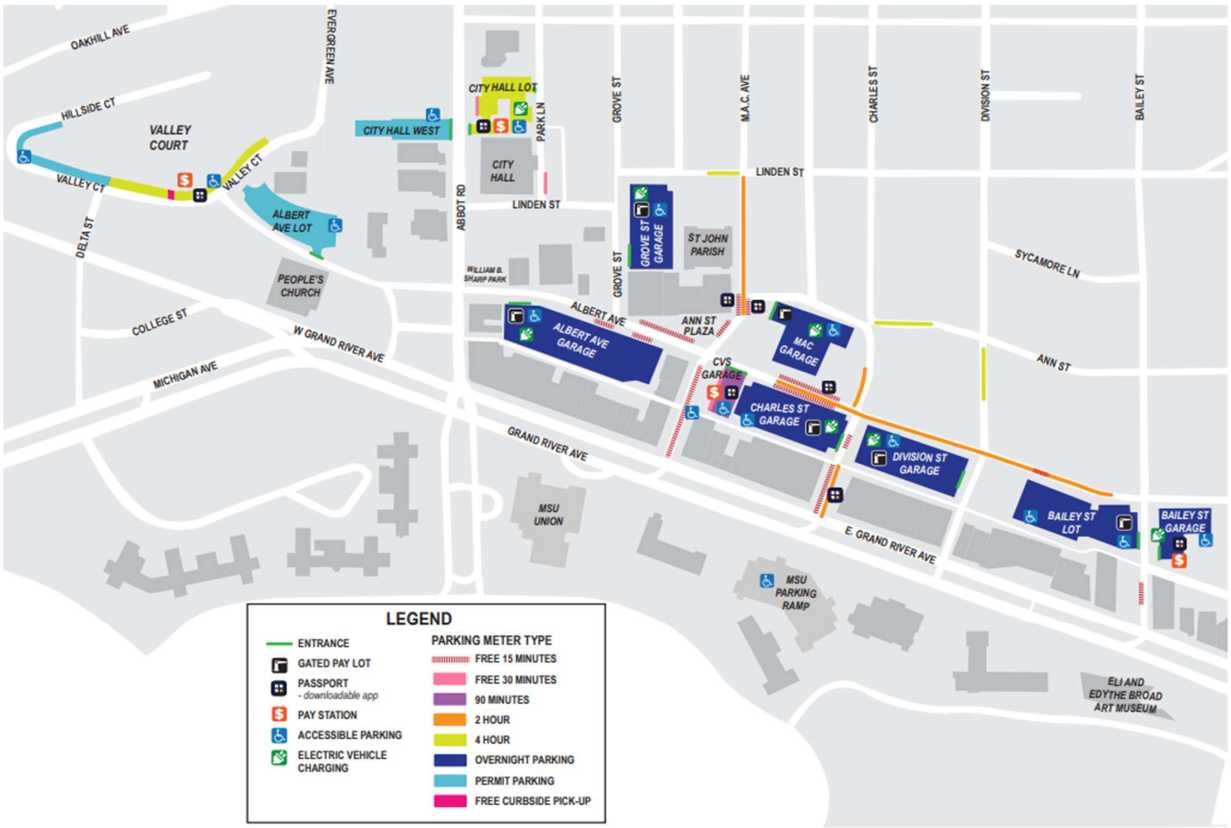
2025 Parking Report

Downtown East Lansing Parking System

Section 50-593(L) of the East Lansing Zoning Ordinance requires *the planning and zoning official [to] annually prepare a report on the utilization of parking spaces within the district which specifies the number of spaces available by location, price, and tenure rates, and time of day.*

The report shall be presented to and approved by City Council. The planning and zoning official shall also keep a record of all new, expanded, and converted uses which generate increased parking demands. The planning and zoning official shall not approve an application when the total amount of additional parking demands approved under subsection (L)(2) and subsection (L)(3) of this section within a one-year period would exceed a figure equal to 75 percent of the total number of parking spaces determined to be available in the annual report.

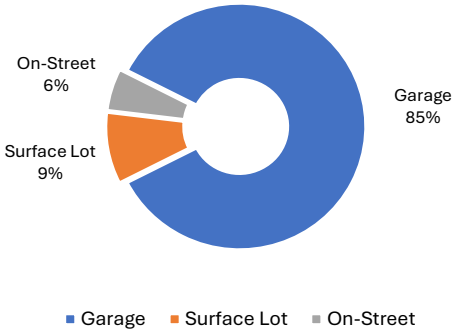
This 2025 report was presented to East Lansing City Council on April 21, 2026.



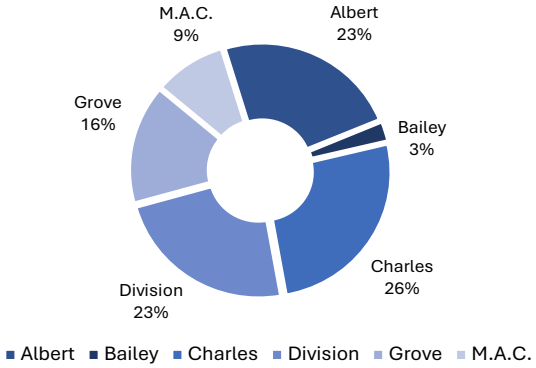
Parking System Overview

There are currently **3,088** spaces available in the City of East Lansing's downtown parking system, the same as in 2024. The bulk of these spaces (85%) are within multi-story parking garages, followed by surface parking lots (~9%), then by metered on-street parking (~6%).

Parking by type

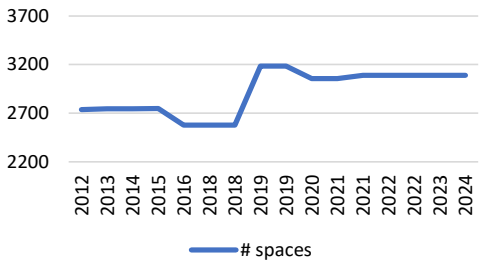


Parking distribution across all garages



The downtown parking system included approximately 2,750 spaces from 2012-2017. In 2018 this number dropped to less than 2,500 when Parking Lot 1 on Albert Ave. was removed. The mixed-use development now there includes Newman Lofts residences, coffee shops, restaurants and breweries, and the Albert Avenue parking garage (Albert Garage). Once constructed, that garage added more than 600 spaces to bring the total to 3,088 spaces.

Total number of spaces, downtown parking system 2012-2025



Within the City's parking garages, many spaces are reserved for customers with monthly permits (typically controlled by a second gate within the garage). The proportion of permits vs. transient changes daily and is very difficult to determine, but a rough estimate is 60% monthly permit vs. 40% transient.

The table below summarizes the total distribution of **garage** parking in downtown East Lansing. The total number of garage parking spaces in the system is 2,625.

Garage	Address/Area	EV Chargers	Total # of spaces
Albert	188 Albert Ave. (West; Albert btw Abbot & Grove)	2	616
Bailey	126 Bailey St. (East; Bailey btw E Grand River & Albert)	1	67
Charles	121 Charles St. (Center; Charles btw E Grand River & Albert)	1	680
Division	181 Division St. (East; Division btw E Grand River & Albert)	1	616
Grove	330 Grove St. (West; Grove btw Albert & Linden)	1	407
M.A.C. (Marriott)	310 M.A.C. Ave. (Center; M.A.C. btw Albert & Linden)	1	239
Total in garages		**7**	**2,625**

Note: All gated facilities have a 15-minute free parking grace period.

The remainder of the spaces in the downtown parking system are distributed across surface lots and on-street metered & loading zone spaces. The City currently uses the *Passport Parking* app payment system for zoned metered spaces on the street and some surface lots, as well as in the Bailey garage. Parkeon pay-by-space machines are also used in certain locations.

Location	Permit	Meters	Passport	Free Loading Zone	EV Charging	Number of spaces
Surface parking lot spaces						
Albert Ave W (200 block) Lot 8	x					46
Bailey St (200 block) Lot 11	x		x			121
City Hall East (Linden N side)				30’		2
City Hall North (Abbot E side) - Lot 14		x	x	30’	1	50
City Hall West (Abbot W side) - Lot 15	x					52
CVS (Albert S side) - Lot 16		x	x	30’		20
Total surface lot parking						***291***
On-street parking						
Loading zone spaces						
Albert Ave E (100 block) S side, Abbot-Grove				15’		2
Albert Ave E (200 block) N side, @ Ann St Plaza				15’		5
Total loading zone spaces						*7*
Metered spaces						
Albert Ave E (300 block) M.A.C.-Charles		x	x	15’		10
Albert Ave E (400 block) Charles-Division		x	x			16
Albert Ave E (500 block) Division-Bailey			x	15’		12
Ann St. (400 block) Charles-Division			x			5
Bailey (100 block) W side, Grand River-Albert				15’		2
Charles St (100 block) Grand River-Albert			x	15’		8
Charles St (200 block) Albert-Ann			x			2
Division St. (200 block) Albert-Ann			x			5
Linden St. (200 block) west of M.A.C.			x			4
M.A.C. Ave (200 block) Grand River-Albert				15’		8
M.A.C. Ave (300 block) Albert-Linden		x	x	15’		19
Valley Ct. (east of Delta St.)		x	x	15’		50
Total metered on-street spaces						*141*
Permit-only spaces						
West Village (Valley Ct. west of Delta St.)	x					24
Total permit-only on-street spaces						*24*
Total on-street parking						***172***
Total on-street and surface lot parking						***463***

Note: All gated facilities have a 15-minute free parking grace period.

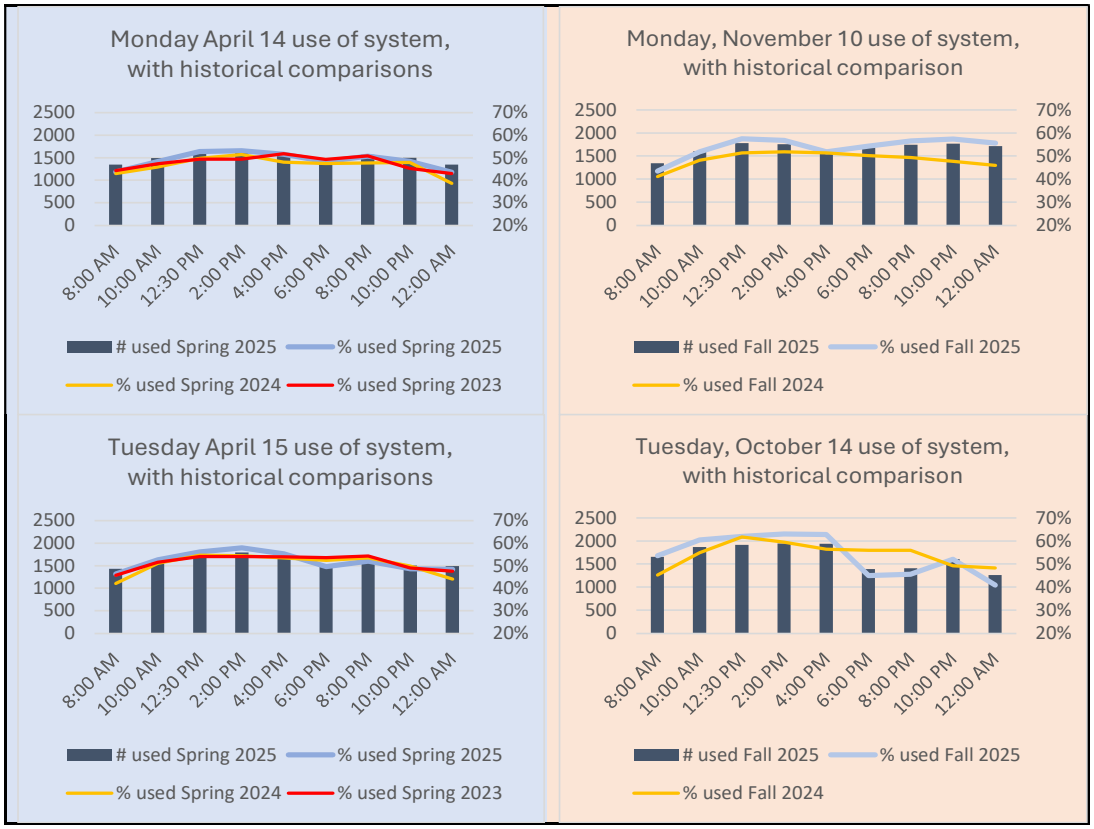
Parking Counts

The City's Parking Division conducts a semiannual count of parked cars within the City's downtown parking facilities. Each count is done nine times daily for one week. The fall count is typically done in October (& early November in 2025), and the spring count is done in April.

This allows for a good overview of parking system utilization which is *generally not subject to outlier events* such as MSU home football game Saturdays, when the system is particularly busy, or school breaks, when it is particularly quiet.

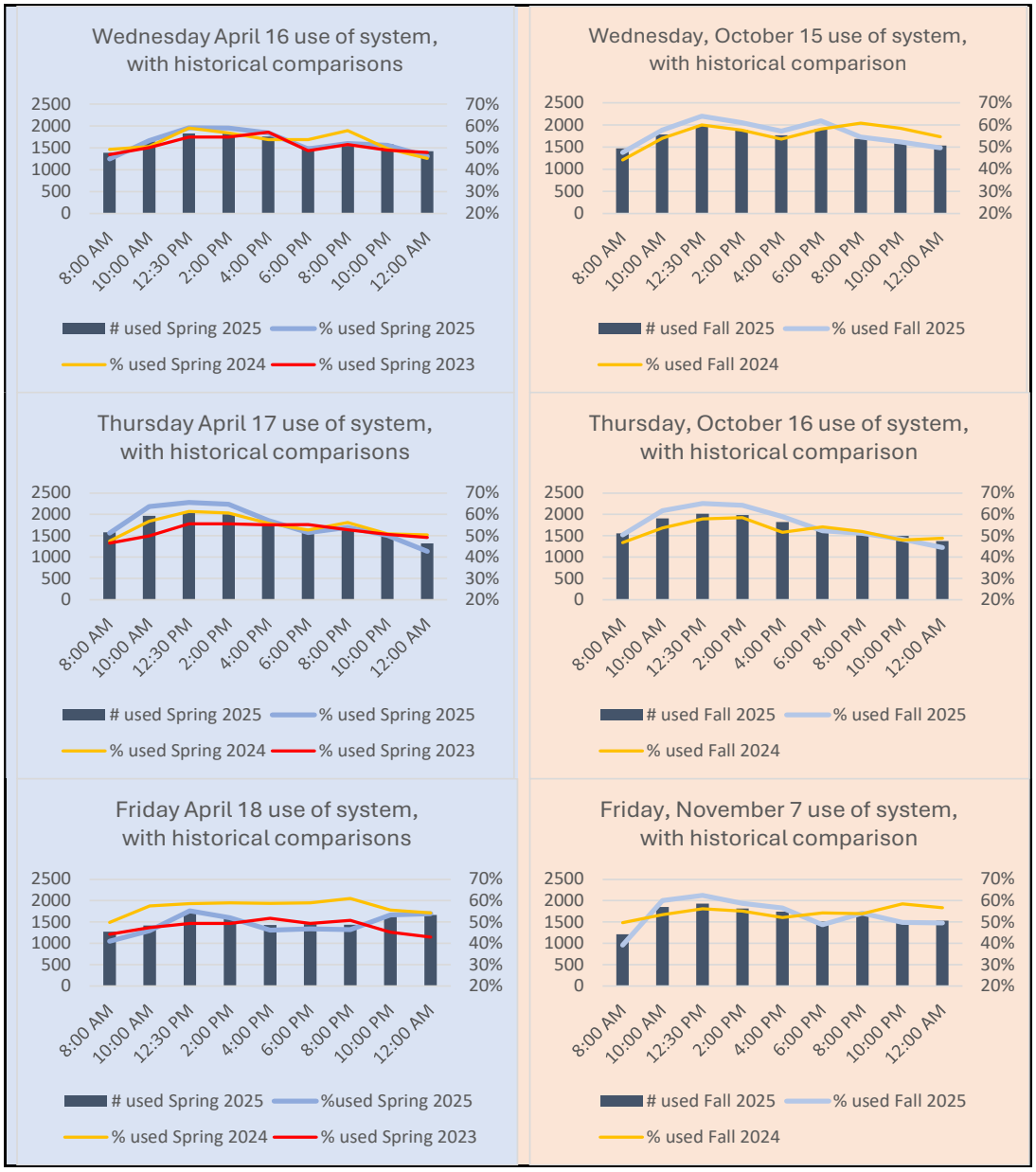
The Spring Count was completed daily from Monday, April 14 until Saturday, April 20, with measurements taken at approximately 8:00 AM, 10:00 AM, 12:30 PM, 2:00 PM, 4:00 PM, 6:00 PM, 8:00 PM, 10:00 PM, and 12:00 AM (midnight). The Fall Count was completed daily from Tuesday, October 14 until Saturday, October 18, and more counts on the weekend of Friday, November 7 through Monday, November 10, with measurements throughout the day taken at the same time as in the Spring.

SPRING 2025 FALL 2025



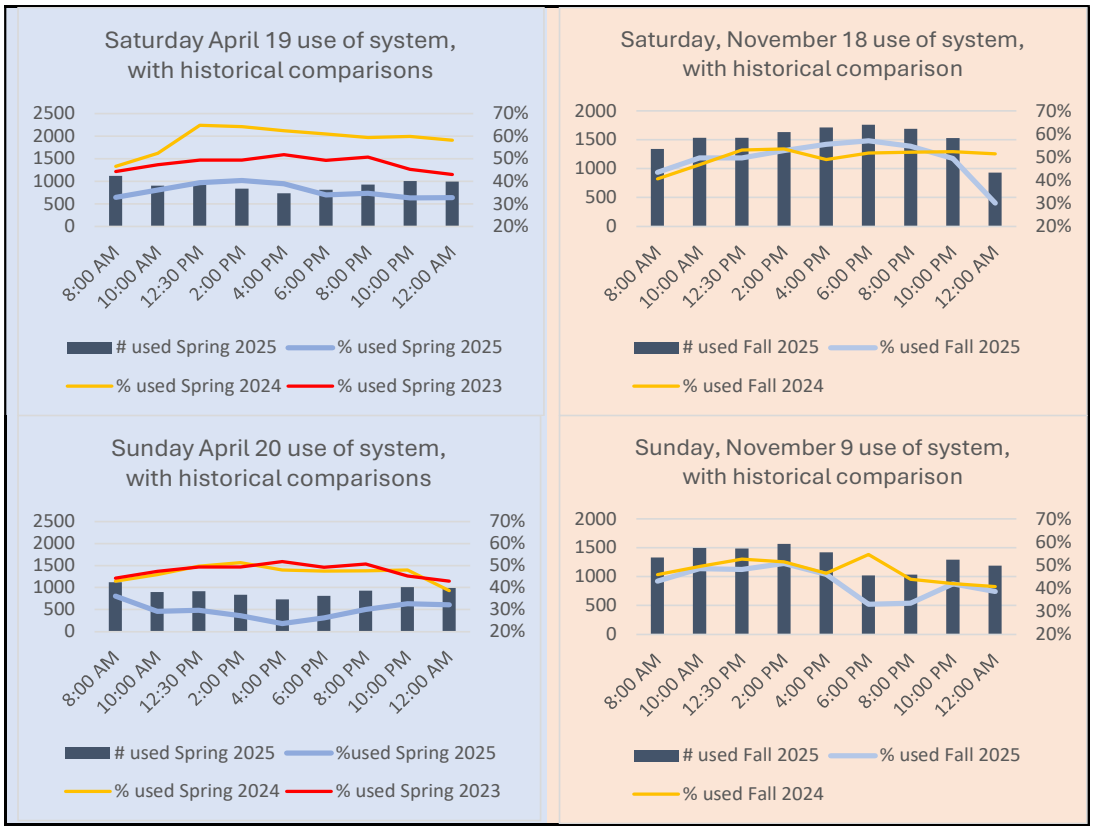
The dark bars show the total number of cars parked in spaces across the parking system on the count day. This is reflected in the left axis of each chart. The lower limit of the chart is 0 spaces; the upper limit is 2,500. There are 3,088 spaces in the downtown parking system.

SPRING 2025 FALL 2025



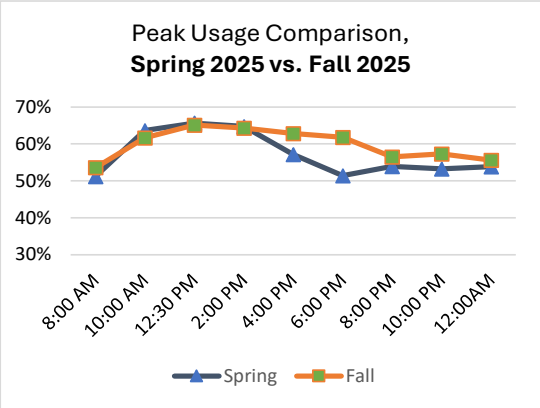
The lines show the percent of spaces used across the parking system on the count day. This is reflected in the right axis of each chart. The lower limit of the chart is 20% of the entire system; the upper limit is 70%. 2025 %-use data is presented as a lighter blue line. 2024 (orange) and 2023 (red) data have been added for comparison, as available.

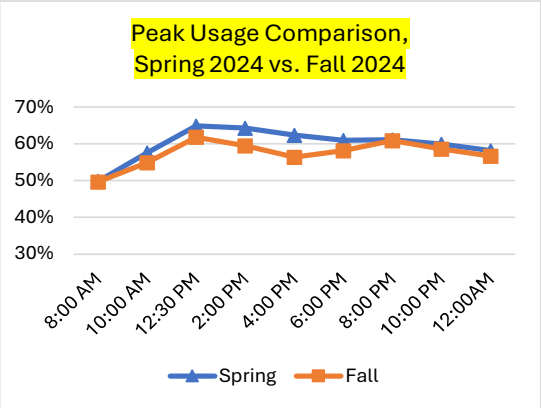
SPRING 2025 FALL 2025



In general, use of the parking system in 2025 was relatively consistent with that in 2024 (and 2023, for the Spring count), although weekend use dropped slightly relative to past years, particularly in the spring.

Peak Usage



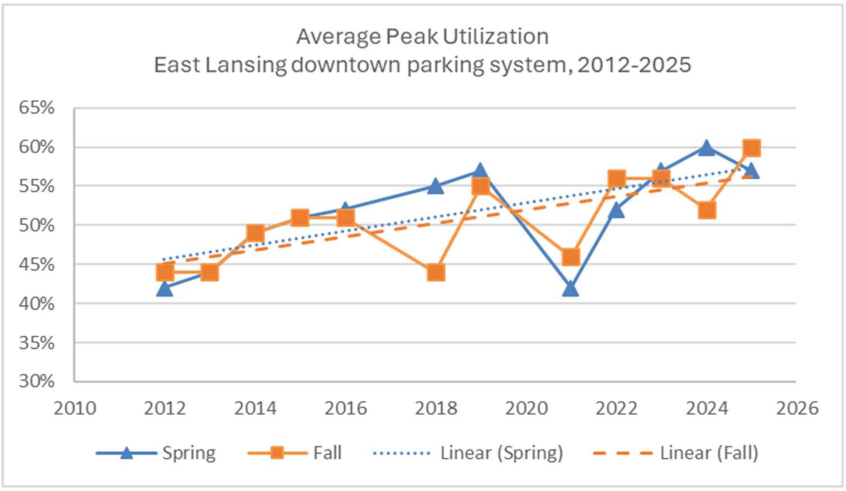


Comparing parking utilization at all peak times between Spring counts and Fall counts, both see peaks in mid-late morning, and afternoon peaks are higher in the Fall than in the Spring.

The peak occupancy for the Spring 2025 count week was found to be mid-day (12:30 PM) on Thursday, April 17, 2025, with 2,028 (65.7%) spaces in use. The Spring 2024 count found the peak use to be mid-day (12:30 PM) on Saturday, with 2,003 (64.9%) spaces in use.

The peak occupancy for the Fall 2025 count week was found to be mid-day (12:30 PM) on Thursday, October 16, 2025, with 2,011 (65.1%) spaces in use. The Fall 2024 count found the peak use to be mid-day on Tuesday, with 1,909 (61.8%) spaces in use.

Historical Comparison



The parking system shows a trend of increased usage over time, from average peak usage around 45% in 2012 increasing to over 55% for both by 2025. “Linear” refers to the trend lines added to the chart. Data points were not available for 2017 or 2020.

Average Daily Space Utilization by Facility

Location	**Spring 2025** (2024)	**Fall 2025** (2024)
Parking garages		
Albert Garage (incl. 2 EV chargers) ⚡⚡	**58%** (59%)	**59%** (59%)
Bailey Garage (incl. 1 EV charger) ⚡	**41%** (59%)	**49%** (58%)
Charles Garage (incl. 1 EV charger) ⚡	**46%** (47%)	**51%** (59%)
Division Garage (incl. 1 EV charger) ⚡	**36%** (43%)	**46%** (43%)
Grove Garage (incl. 1 EV charger) ⚡	**54%** (72%)	**64%** (52%)
M.A.C. Garage (incl. 1 EV charger) ⚡	**38%** (51%)	**50%** (39%)
Surface parking lots		
Albert Ave W (200 block) Lot 8	**33%** (56%)	**41%** (42%)
Bailey St (200 block) Lot 11	**41%** (44%)	**49%** (42%)
City Hall East (Linden N side)	**17%** (39%)	**14%** (23%)
City Hall North (Abbot E side) - Lot 14 (incl. 1 EV charger) ⚡	**40%** (50%)	**34%** (42%)
City Hall West (Abbot W side) - Lot 15	**53%** (68%)	**60%** (58%)
CVS (Albert S side) - Lot 16	**68%** (88%)	**60%** (75%)
On-street parking spaces		
Loading zone spaces		
Albert Ave E (100 block) S side, Abbot-Grove	**16%** (15%)	**33%** (30%)
Albert Ave E (200 block) N side, @ Ann St Plaza	**34%** (49%)	**42%** (27%)
Metered spaces		
Albert Ave E (300 block) M.A.C.-Charles	**62%** (56%)	**59%** (65%)
Albert Ave E (400 block) Charles-Division	**51%** (56%)	**42%** (51%)
Albert Ave E (500 block) Division-Bailey	**45%** (38%)	**29%** (37%)
Ann St. (400 block) Charles-Division	**9%** (12%)	**24%** (18%)
Bailey (100 block) W side, Grand River-Albert	**69%** (69%)	**58%** (63%)
Charles St (100 block) Grand River-Albert	**65%** (43%)	**56%** (73%)
Charles St (200 block) Albert-Ann	**34%** (56%)	**30%** (35%)
Division St. (200 block) Albert-Ann	**25%** (31%)	**27%** (31%)
Linden St. (200 block) west of M.A.C.	**33%** (40%)	**22%** (31%)
M.A.C. Ave (200 block) Grand River-Albert	**71%** (65%)	**60%** (70%)
M.A.C. Ave (300 block) Albert-Linden	**51%** (53%)	**46%** (53%)
Valley Ct. (east of Delta St.)	**28%** (42%)	**35%** (36%)
Permit-only spaces		
West Village (Valley Ct. west of Delta St.)	**32%** (40%)	**45%** (54%)

Generally, the more-used large parking facilities are located towards the west end of downtown (Albert Garage & Grove Garage), followed by those in the center (M.A.C. Garage & Charles Garage), then those to the east (Division Garage & Bailey Lot 11). The CVS parking lot under the Charles Garage and accessed from Albert is the most-used parking facility. This is consistent with 2024.

The least-used facilities are the loading zone spaces on the south side of Albert near Grove and the spaces along Ann Street between Charles & Division. This is also consistent with 2024.

Monthly Permit Utilization in Gated Facilities

Facility	**Spring 2025** (2024)	**Fall 2025** (2024)
Albert Garage	**54%** (57%)	**57%** (60%)
Charles Garage	**35%** (45%)	**42%** (49%)
Division Garage	**59%** (64%)	**61%** (57%)
Grove Garage	**51%** (76%)	**50%** (70%)
Bailey Lot 11	**53%** (44%)	**49%** (42%)

FY2026 (7/1/25 – 6/30/26) Parking Rates

Hourly & Daily Parking Rates

Facility	Rate
Albert Garage, Bailey Street Surface Lot	*$1.25 per half hour, Max Daily: $20*
Grove Garage	*$1.00 per half hour, Max Daily: $20*
Charles Garage	*$1.00 per half hour, Max Daily: $15*
M.A.C. Garage	*$0.75 per half hour, Max Daily: $15*
Division Garage	*$0.50 per half hour, Max Daily: $15*
Pay-by-Space Machines	*$1-1.50 per half hour*

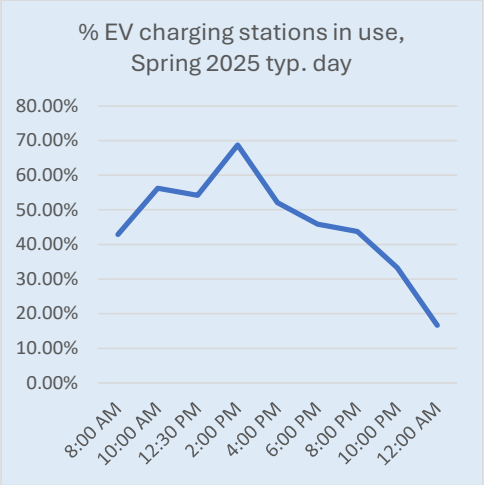
Monthly Parking Rates

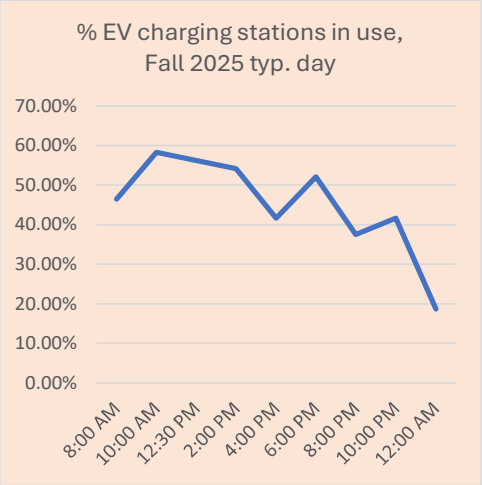
Location	Availability	Monthly Fee	Access Card Fee	Renewal Late Fee	Replacement Fee
Albert Garage Lower Level, 188 E. Albert Ave.	24 hours / 7 days	$130	$10	$10	$10
Charles Garage, 121 Charles St.	24 hours / 7 days	$125 - lower levels $100 - upper levels	$10	$10	$10
Grove Garage, 330 Grove St.	24 hours / 7 days	$130 - lower levels $105 - upper levels	$10	$10	$10
Division Garage, 181 Division St.	24 hours / 7 days	$115 - lower levels $90 - upper levels	$10	$10	$10
M.A.C. Garage, 310 M.A.C. Ave.	24 hours / 7 days	$95	$10	$10	$10
Albert Ave. Lot (8), 101 W. Albert Ave.	24 hours / 7 days	$95	N/A	N/A	$25
City Hall West Lot (15), 415 Abbot Road	24 hours / 7 days	$90	N/A	N/A	$25
West Village - Valley Court	24 hours / 7 days	$95	N/A	N/A	$25
Bailey St Lot 11, 139 Bailey Street	24 hours / 7 days	$130	$10	$10	$10
VIP All Access Permit	Parking in all gated facilities	$200	$10	$10	$10

EV chargers and usage

There are currently eight (8) EV chargers across seven facilities: 2 in the Albert Garage and 1 each in the other five garages, and one in City Hall's North Lot. Except for the chargers in the Bailey Garage and City Hall North Lot, all are behind a gate. There is no extra fee (beyond parking) for the charger.

Out of 63 counting instances across each counting period, at least one charger was in use in each facility 57 of those times (90.5%) in the Fall & 58 (92.1%) in Spring. This is an impressive level of use. 2-5 chargers of the eight (8) available are in use at any given time, with greater usage taking place during daytime hours, lower in late afternoon, and a peak in early evening before falling off at night.





Validation & Multi-Use Discount Program

Downtown merchants who wish to validate their customers' parking can set up an account with the City. By validating customers' parking, vendors pay the cost, but at a 50% discount. These validations are available through a billing program.

Merchants can request coded validation tickets for their business which are billed monthly. The tickets are customized for each business and can have a value from ½ hour to a full day validation. If a customer stays for less time than the validation value given, the merchant will only be billed for the length of time used.

Validation ticket
This is a follow-up ticket

City of East Lansing

*In 2025, **173,500** validation tickets were printed, of which **127,948 (~74%)** were used. This is roughly consistent with the rate of use in 2024.*

If preferred, a merchant may purchase ½ hour Park & Shop tickets at City Hall in the treasury department. Downtown merchants also receive a 50% discount on Park & Shop tickets.

The Discount Multi-Use Voucher program offers customers the ability to purchase parking vouchers at a 50% discounted rate. Community members can either purchase a $100 parking voucher for

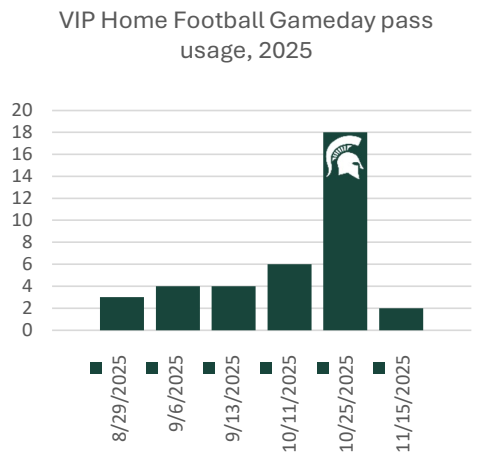
$50 or a $50 parking voucher for $25, either of which can be utilized at any of the City of East Lansing's gated facilities. In 2025, **162** $100 and **156** $50 vouchers were purchased (an increase of ~20 of each type from 2024).

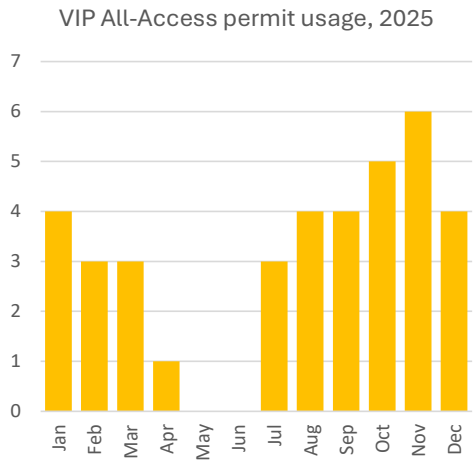
Special Event Rates & VIP Parking

Rates increase on MSU home football game days. Garage and surface lot parking switches to a per-entry system, which costs $30 for garages and $20 for surface lot parking in most locations.

Additionally, the Parking Division sells VIP parking spaces for MSU home football games, at a cost of $50 each. The spaces are guaranteed in the Charles Garage and may be reserved/ purchased starting at 3 p.m. on the Monday before each home game and ending at 5 p.m. on the Thursday before each home game. In 2025, a total of **thirty-six (36)** VIP home football gameday parking passes were sold, with **three** sold on 8/29, **four** for both the 9/6 and 9/13 games, **six** for the 10/11 game, **two** for 11/15, and a whopping **18** for 10/25 (homecoming).

Finally, a VIP All-Access monthly permit is available, which gives access to any gated City parking facility for the permit holder, with a $200 monthly fee. **Thirty-four (34)** All-Access Permits were issued in 2025. An average of **three** All-Access permits are in use in any given month, with max. usage for 2025 in October and November (**six** permits). This is just slightly less than in 2024.





Bicycle, Moped, and Motorcycle Parking



Free **bicycle** parking is available in any of the downtown bike racks or the designated bike parking areas inside the Division Garage (181 Division St.) and the Grove Garage (330 Grove St).

Mopeds & motorcycles are prohibited from parking in bike racks or bike parking areas.

Unless otherwise prohibited, bicycles may be secured to any City-owned pole or post (except a parking meter, tree, fire hydrant, police or fire call box) in any manner that does not obstruct or present a safety hazard to pedestrians or other traffic.

Bicycle registration is required in East Lansing. Registering a bike provides law enforcement with a tracking tool if a bike is stolen. Bicycles can be registered **at no charge** at the East Lansing Police Department, 409 Park Lane, 24 hours a day, 7 days a week.

In 2025, **86** bicycles were registered with the East Lansing Police Department, more than in 2024. It is worth noting that bicycles registered on campus by Michigan State University through the Bike Index program, or in Lansing through their 529 Garage cooperative registration program, do *not* have to be registered in East Lansing.



Moped parking is available at designated moped parking areas inside Albert garage (188 Albert Ave.), Charles Garage (121 Charles St.), Division Garage (181 Division St.) and Grove Garage (330 Grove St.).

A semi-annual permit is required for parking in moped parking areas. The cost is $60 from January-June and $60 from July-December.

In 2025, **three** moped permits were issued by the City treasurer.

Mopeds may also be parked in regular vehicle parking spaces, in which case normal hourly parking fees apply.



Motorcycles must be parked in vehicle parking spaces, paying normal hourly parking fees.

Motorcycles are prohibited in designated moped areas, nor may they be parked at bike racks or in bike parking areas.

Downtown Development Authority

AGENDA ITEM REPORT

To:	City Council
Subject:	Consider proposed Ordinance 1559, which would amend Sec. 50-94 of the Zoning Ordinance, which defines a diverse housing requirement in downtown East Lansing. The amendments would allow for a fee to be paid in lieu of meeting the requirement, define a formula for that fee, and to allow for the transfer of diverse housing credits from areas outside of downtown.
Meeting:	Downtown Development Authority - 28 May 2026
Department:	Planning, Building, and Housing
Staff Contact:	Landon Bartley, Principal Planner

BACKGROUND INFORMATION:

Proposed Ordinance 1559 would modify the City's downtown diverse housing requirement.

City Council introduced and referred to the Planning Commission the attached ordinance on February 17, 2026. The Planning Commission held a public hearing for the proposed ordinance on March 25 2026, and discussed it at length at the following meeting on April 8. The Commission is requested to vote on a recommendation for action by Council, unless additional information is needed to do so. Following the Planning Commission's recommendation, City Council will schedule its own public hearing, hold that public hearing, then make a decision to adopt or deny the proposed ordinance.

Video of Council's February 17, 2026 discussion (Agenda Item 5.1)

Video of Planning Commission's March 25, 2026 public hearing (Agenda Item 6.1)

Video of Planning Commission's April 8, 2026 discussion (Agenda Item 8.1)

Video of Planning Commission's April 22 discussion (Agenda Item 7.1)

Video of update to Council given during May 12 scheduling of Council public hearing for June 16, 2026 (Agenda Item 6.5)

The Planning Commission requested that staff provide a few recommended options.

Staff's recommendations in this Agenda Item Report (AIR) are bolded and highlighted in yellow. Here is a summary of staff's recommendations, with more detail for each provided later in this AIR.

- **Fee In Lieu of providing diverse units on site: 5% of total residential construction cost**
- Allow 1% fee reduction in exchange for constructing a mass timber building.

- Consider fee reduction of 0.5% for providing transit passes for all tenants for 5 years, and/or the same reduction for providing at least one car-share vehicle on site for 5 years.
- **Create a Council-appointed Advisory Commission or Committee to recommend disbursement of funds received under this program.**

- **Allow transfers of credits from areas outside of downtown**
- Recommend 1.0 : 1.0 for credits transferred from B3 or EV zoned properties
- Recommend 1.1 : 1.0 for credits transferred from B2, RM32, or RM54 properties
- All properties from which credits are transferred must be located south of Saginaw Highway

The Planning Commission recommended adoption of Ordinance 1559 with the incorporation of all the above amendments.

Background

Ordinance 1384 was adopted in November 2016, and amended the Zoning Ordinance by establishing a diverse housing requirement in certain areas of downtown East Lansing.

The diverse housing requirement in Section 50-94 requires that 25% of units for any proposed multi-family residential development within the core downtown area of East Lansing (specifically those properties within the DDA district west of Collingwood Avenue) be owner-occupied, priced to be affordable for low-moderate income residents, restricted to residents aged 55 or older, or some other way of increasing the diversity of housing types within downtown. There is also a mechanism which allows one development with a number of units **exceeding** the minimum requirement to transfer, on a per-unit basis, credit for their units to a different project which would not otherwise meet this requirement.

There is a significant amount of additional background information discussed several times by both the Planning Commission and City Council. Staff has included the AIR from the April 8 Planning Commission meeting, which contains this background information, as a separate attachment here for reference.

Staff recommends a reduction of the diverse housing requirement, where applicable, to 10% of units. In its recommendation, the Planning Commission **supported** this reduction.

Fee-In-Lieu Program

The proposed fee-in-lieu program establishes a fee that would be paid by the developer instead of providing diverse housing units on site.

Staff reviewed approaches used in several other communities, including Ann Arbor, Columbus, OH; Iowa City, IA; Bloomington, IN; and Evanston, IL. Each of these jurisdictions applies a fee structure based on either a per-unit or per-bedroom methodology. Ann Arbor's formula is based on the "affordability gap" calculated from AMI numbers in comparison to previous years' sales records. Please refer to the attachment titled "**East Lansing - Affordability Gap Calculation**" for an updated calculation showing how this model could work in East Lansing.

The Borough of State College, PA bases its fee on actual construction costs, and staff has also considered whether such an approach could be appropriate in East Lansing. Basing a fee on the cost of construction for the residential component of a proposed development is quite straightforward and

is the option recommended by staff. Please refer to the attachment titled "**Construction Cost Model**" to review potential scenarios for recent East Lansing developments if they had used this approach.

Should a Fee-In-Lieu be implemented, it is worth considering how the fee could affect the viability of a development project, how the fee would be absorbed/passed along, and the purposes for which funds received would be used.

One developer suggested reducing the fee by an amount or percentage as an incentive for providing specific community needs or amenities. Such amenities could include:
- LEED certification of the building
- Use of mass timber for a majority of building materials
- Providing low-cost or free car-share on site
- Providing tenants with annual transit passes
- Providing a green roof, green wall, or similar
- Providing additional off-site community amenities

Staff recommends a Fee In Lieu of 5% of total residential construction cost, AND allowing a 1% fee reduction in exchange for constructing a mass timber building. In its recommendation, the Planning Commission **supported** this fee, and the 1% reduction.

Staff also suggests considering a fee reduction of 0.5% for either providing transit passes for all tenants for 5 years, and/or the same reduction for providing at least one car-share vehicle on site for 5 years. In its recommendation, the Planning Commission **supported** both of these reductions, as well as a **0.5% fee reduction for a building certified as LEED Gold or higher.**

Finally, the Planning Commission considered:

1. Appropriate metrics of success for an East Lansing program.
2. How funds received through the Fee-In-Lieu program would be managed and disbursed.
3. If using an affordability gap model, recommend preferred methods to regularly revisit the formula in order to respond to changes to the Consumer Price Index (CPI) and other market conditions.

Staff recommends the creation of a Council-appointed advisory body, similar in size, makeup, and duration to the Community Development Advisory Committee, which meets for a few months every winter to recommend recipients of CDBG funds received by the City.

In its recommendation, the Planning Commission **supported** this, **specifying that the body should include at least one (1) member each from the Planning Commission and Housing Commission, and that disbursements must be specifically tied to housing.**

This Commission or Committee would evaluate applications for financial support related to supportive housing activities, development and programs, in accordance with guidelines approved by City Council. City Council would have final authority to approve or deny applications. The new body would also provide annual reports on the funding impacts of the program and would provide recommendations for program improvements. Please refer to the attachment titled "**Fund Management Overview**" for more details.

Transfer of Credits from Other Developments

Section 50-94(b)(4)(e) provides a mechanism which allows one development with a number of units **exceeding** the minimum 25% requirement to transfer, on a per-unit basis, credit for their units to a different project which would not otherwise meet this requirement. A development could send their credits to another development project which would receive those credits.

Under the current regulations, both projects (transferring and receiving credits) must be located within the diverse housing requirement area. Staff proposes to change this.

Staff recommends allowing transfers of credits:

- **from B3 and EV zone districts on a 1.0 unit : 1.0 credit basis, and**
- **from B2, RM32, and RM54 on a 1.1 unit : 1.0 credit basis.**

In its recommendation, the Planning Commission **supported** this.

That is, transfers from outside of downtown (B3) or East Village (EV) would count 10% less than those from within those zones.

Staff also recommends that the transfer area be limited to properties south of Saginaw Highway. In its recommendation, the Planning Commission **supported** this.

Finally, given a diminishing number of redevelopment-ready sites within the existing area in which diverse housing is required (DDA area west of Collingwood Rd.), it may be worth expanding this area. This would provide more opportunities for developers to provide diverse housing units, or alternatives as created by this proposed Ordinance. An expansion of the area in which diverse housing is required was also intended to offset losses of production that would likely result from reducing the requirement from 25% to 10%, if that change is ultimately adopted.

Staff **initially recommended expanding the area in which diverse housing is required** to the entire area within the DDA boundaries. That would include properties on both sides of Grand River Avenue east to Hagadorn Rd., bounded by the Red Cedar river to the south. While we had discussed that possible change at two Planning Commission meetings and once at a Council meeting, several people felt surprised by the proposal and expressed dismay in public comment at the April 22 Planning Commission meeting. The Planning Commission discussed the potential expansion but ultimately **did not recommend** this change.

Other Proposed Changes

Staff recommended a few additional changes to the diverse housing requirement. The section which requires diverse housing (Sec. 50-94(b)(4)e.) is currently located within Article II (Administration and Enforcement), Division 3 (Special Use Permit) of the Zoning Ordinance. This means that the diverse housing requirement applies only to residential units that require Special Use approval.

Ordinance 1536 was adopted in late 2024, which among other things provided incentives for mass timber, LEED-certified, or Net Zero buildings. The ordinance also made upper story residential uses a permitted use in all business districts, in line with commonly-applied Planning best practices. However, this change unintentionally resulted in the diverse housing requirement no longer applying to residential units downtown, unless other proposed building elements require Special Use approval for the project. This was not staff's intent (nor Council's) when developing Ordinance 1536.

To rectify this unintentional result, staff initially recommended moving the diverse housing requirement section OUT of the Special Use Permit section of the Zoning Ordinance and instead

place it INTO Article VII (Other Districts), Division 8 (Building Height Overlay District). Within that section, there are also duplicated words or sentences that should be removed. **After consultation with the City Attorney, a different ordinance (1576) has been introduced by Council that will seek to close this "loophole" by requiring special use approval for select upper-story residential uses, rather than relocating the diverse housing requirement text from the special uses section. That ordinance will have a public hearing by the Planning Commission on June 10, 2026.**

The Planning Commission recommended a one-year review of Ordinance 1559 (the current proposed ordinance modifying diverse housing) once adopted, with a report and recommendations presented to both the Planning Commission and City Council.

Sample Motion

[The following motion is provided for the DDA's convenience and can be modified as needed. Bolded text is meant to be read aloud. Highlighted text represents a choice, with the first choice meant to support adoption, and the second meant to not. Reasons given in the sample motion assume ***adoption,*** *in some form, of the proposed ordinance.]*

I move to recommend the City Council (adopt *or* **not adopt) Ordinance 1559, which would amend Sec. 50-94 of Chapter 50 of the City Code - Zoning - to allow for a fee to be paid in lieu of meeting the diverse housing requirement in areas of downtown East Lansing, define a formula for that fee, and allow for the transfer of diverse housing credits from areas outside of downtown, for the following reasons:**

1. The amendment (is *or* **is not) consistent with the policies and uses proposed in the City's comprehensive land use plan, because the proposed zoning amendment (will** *or* **will not) facilitate new diverse housing being provided in areas identified as desirable in the recent comprehensive plan update. Those areas include downtown East Lansing, the East Village area and other business districts, as well as areas with existing higher-density residential zoning.**

2. All of the uses affected by the proposed amendment (would *or* **would not) be compatible with other zones and uses in the surrounding area,** *[If adopting, add the following:]* **because the proposed zoning amendment would not change the review or approval process for any specific land uses.**

3. Public services and facilities (would not *or* **would) be significantly adversely impacted by a development or use allowed by the proposed amendment,** *[If adopting, add the following:]* **because the amendment would affect proposed developments only in areas with existing infrastructure or buildings, and not in greenfield locations.**

4. The uses allowed under the proposed amendment (would *or* **would not) be equally or better suited to the area than uses allowed under the current zoning of the land,** *[If adopting, add the following:]* **because the amendment would allow greater flexibility and more methods to meet the desired outcome of providing or facilitating the development of more diverse housing units.**

[Read the below to modify the Ordinance in line with staff's recommendations. Please adjust language if needed or desired]

BE IT FURTHER RESOLVED that the DDA recommends the following changes to Ordinance 1559 as introduced and referred by City Council:

1. The diverse housing requirement currently described within Section 50-94(b)(4)e. of the Zoning Ordinance, which currently requires 25% of applicable residential units to be marketed and/or sold as owner occupied housing or housing offered to and restricted to residents 55 and older, restricted to low or moderate income housing or restricted to some other occupancy that would add diversity to the area, shall be reduced to 10% of applicable residential units.

2. Applicants may propose a fee in lieu of providing diverse units on the subject property, in the amount of 5% of construction costs of all building space dedicated to residential use.

a. This amount may be reduced by 1% in exchange for constructing a mass timber building as defined within the Zoning Ordinance.

b. This amount may be further reduced by 0.5% for providing a transit pass to every residential tenant for five (5) years, beginning at occupancy.

c. This amount may be further reduced by 0.5% for providing at least one (1) car-share vehicle on the property for five (5) years, beginning at the time of issuance of a Certificate of Occupancy and made available to all eligible tenants.

4. A Commission or Committee shall be created and members appointed by City Council for the purposes of recommending disbursements of any fee(s) received in lieu of providing diverse units on the subject property.

5. The diverse housing requirement may be met by transferring credits for diverse units provided within properties located elsewhere in the City and providing more diverse units than would be required for the same project if subject to the diverse housing requirement.

a. Credits may be transferred for excess diverse housing units from properties located south of Saginaw Road and having either B3 or EV zoning. One (1) excess diverse housing unit shall transfer as one (1) credit to a proposed development subject to the diverse housing requirement.

b. Credits may be transferred for excess diverse housing units from properties located south of Saginaw Road and having B2, RM32, or RM54 zoning. One and one-tenth (1.1) excess diverse housing units shall transfer as one (1) credit to a proposed development subject to the diverse housing requirement. For calculation purposes, fractional units shall be rounded down.

7. Any other modifications recommended by the DDA, if applicable:

FINANCIAL IMPACT:

It is very difficult to estimate the financial impact of adopting this ordinance. Creating alternatives to providing diverse units on site could facilitate additional development in downtown East Lansing. Making one such alternative a fee in lieu of units would bring in an indeterminate amount of funds that could be substantial. Additional costs should be expected associated with managing and administering such funds, as well as tracking compliance with the conditions that allowed for payment of the fee in lieu of providing units.

STRATEGIC PRIORITIES:

This proposal is particularly responsive to two of East Lansing's strategic priorities:

Goal 3: Remain a responsive municipality by ensuring local laws and policies are relevant and increase input from all stakeholders.

Goal 9: To increase housing options and affordability by constructing 1,100 housing units over five years.

RECOMMENDATION:

An extensive sample motion is provided in the Background Information section of the Agenda Item Report.

ATTACHMENTS:

DRAFT Ordinance No. 1559 diverse housing changes v3 CC intro REDLINE

DRAFT Ordinance No. 1559 diverse housing changes v3 CC intro CLEAN
Map of DDA Area currently requiring Diverse Housing
Construction Cost Model
East Lansing - Affordability Gap Calculation
Fund Management Overview
College Town Fee-in-Lieu Analysis
April 8 AIR for Diverse Housing Item
Maner Costerisan Fee-In-Lieu Report - East Lansing 2-11-2026
R. Belleman to Planning Comm. RE Zoning Ord. Ch 50-94 7.9.25
aaahf-policy_10-20-2014_v2
US Cities-IZ Ordinances and Diverse Housing Requirements for 8-12 PC discussion
Carrie Freeman Letter to Robert Belleman re Ord 1384
Carrie Freeman Letter to PC 7-23-25
Ordinance 1384 - As Adopted
Dietrich Spreadsheet of other Cities Fees for Ord 1559
Map of B1 zoned properties
Map of B2 zoned properties
Map of B3 zoned properties
Map of B4 zoned properties
Map of B5 zoned properties
Map of RM54 zoned properties
Map of RM32 zoned properties
Map of RM22 zoned properties
Map of RM14 zoned properties
Map of RM08 zoned properties
Map of R3 zoned properties
Map of R2 zoned properties
Map of R1 zoned properties
Map of RA zoned properties
Ballein Family_Harbor Bay Ventures_Letter_Planning Commission 4.22.26

Introduced: Introduced: February 17, 2026
Public Hearing: Public Hearing:
Adopted: Adopted:
Effective: Effective:

CITY OF EAST LANSING, MICHIGAN CITY OF EAST LANSING, MICHIG

ORDINANCE 1559 ORDINANCE 1559

AN ORDINANCE TO AMEND THE ZONING USE AN ORDINANCE TO AMEND
DISTRICT MAP OF CHAPTER 50 - ZONING - OF DISTRICT MAP OF CHAPTER
THE CODE OF THE CITY OF EAST LANSING THE CODE OF THE CITY OF EAST L

THE CITY OF EAST LANSING ORDAINS: THE CITY OF EAST LANSING ORDAINS:

Section 1 of Ordinance Section 1 of Ordinance

City of East Lansing City Code Chapter 50, *Zoning*, is hereby amended as follows: City of East Lansing City Code Chapter 50, Zoning, is hereby amended as follows:

Sec. 50-94. - Standards for review. Sec. 50-94. - Standards for review.

(a) *(a) uses.* Except as may be provided elsewhere in this section or chapter, each special use permit application shall meet each of the following standards: (a) Except as may be p permit application shall meet each of the following

(1) The proposed use shall be consistent with the purpose of the use district in which it is located and the purpose and provisions of this division. (1) The proposed u and the purpose and provisions of this division.

(2) The site plan for the property shall be approved in accordance with the provisions of section 50-365 of this chapter. (2) The site plan for the pro

(3) The proposed size, height, architectural character and placement of new or expanded structures on the site shall be reasonably compatible with the existing or anticipated buildings on adjacent properties. (3) The proposed size, heig structures on the site shall be reasonably compatible with the existing or anticipated buildings structures on tl on adjacent properties.

(4) Streets and access facilities serving the site shall be able to safely accommodate the expected traffic generated by the proposed use; the use shall not cause excessive traffic congestion or traffic delays, obstruct access to adjacent properties, or imperil the safety of motorists, pedestrians or bicyclists. (4) Streets and acc traffic generated by the proposed use; the use shall not cause excessive traffic congestion or traffic generated delays, obstruct a or bicyclists.

(5) The proposed use shall not adversely affect the use and enjoyment of adjacent properties by generating excessive noise, vibration, light, glare, odors or any other form of pollution or generating excessiv nuisances. (5) The proposed us nuisances.

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(6)(6) The proposed use shall not materially diminish the economic value of adjacent properties or The proposed us
the city as a whole. the city as a whole.

(7)(7) The proposed use shall not materially diminish the privacy, safety, security or enjoyment of The proposed us
any residential dwelling or residential neighborhood within the vicinity of the site. any residential dwelling o

(8)(8) The proposed use shall be located with direct access to and frontage on a major street as The proposed use sh
designated in the major street plan, or within an area designated for adaptive reuse in the city designated in th
center element of the comprehensive plan. center element of the comprehensive plan.

(b) *Specific uses.* In addition to the standards above, to address their unique characteristics, *Specific uses.* In addition to the sta
certain uses shall also meet the applicable standards below. certain uses shall also meet the applicable standards l

(1) *Churches.* (1) *Churches.*

a.a. Standards set forth in items (3) and (8) of subsection (a) above do not apply to churches. Standards set forth i

b.b. The minimum yard requirements of the use district in which the church is to be located shall The minimum y
apply except that in no event shall the yard requirement be less than 0.5 feet of yard to each apply except that
foot of building height (excluding steeples) as applied to rear yard or side yard depth. foot of building height

(2) *Businesses selling alcoholic beverages.* The following additional standards shall apply to (2) *Businesses selling alcoholic beverages.* The following add
restaurants and businesses licensed or to be licensed for the sale of alcoholic beverages or restaurants and busines
alcoholic liquor for consumption on or off the premises. alcoholic liquor for consumption on or off the premises.

a.a. The establishment shall not be located in such proximity to churches, elementary, or The establishment shall
secondary schools, child development centers, or community centers so as to annoy, injure, secondary school
offend, disrupt, disturb, or interfere with the activities conducted thereon or the persons offend, disrupt, distu
conducting, attending, or traveling to or from such premises. This restriction may be waived conducting, atte
by city council at the request of the church, school district, child development center or by city council at the
community center whose location would otherwise prohibit the proposed use or, if there is an community cer
objection to the waiver of this restriction by the church, school or development of community objection to th
center, city council may waive this restriction only after hearing and good cause shown that center, city coun
the proposed establishment will not be in such proximity so as to annoy, injure, offend, the proposed establis
disrupt, disturb, or interfere with the activities of the particular church, school or disrupt, disturb, or interfere
development of community center. development of community center.

b.b. The establishment shall not cause or continue an undue concentration of similar uses in the The establishmen
neighborhood such that liquor establishments and trade become a dominant influence or neighborhood such t
feature of the district or neighborhood. feature of the district or neighborhood.

c.c. This section does not apply to businesses selling alcoholic beverages only for off-the-This section does not a
premises consumption and if less than 25 percent of the sales floor area is devoted to the sale premises consu
of alcoholic beverages. of alcoholic beverages.

(3) *Fraternities and sororities.* (3) *Fraternities and sororities.*

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a.a. The standard set forth in item (8) of subsection (a) above does not apply to fraternities and The standard set f
sororities. sororities.

b.b. In addition to the parking requirements for such uses specified in In addition to the parking requirements, fraternities for
and sororities shall provide and maintain a parking access and management arrangement and sororities shall
sufficient to serve the parking and access demands associated with chapter meetings, formal sufficient to serv
and informal social activities, or other on-site events which include the attendance of persons and informal so
other than those who reside on the property. Such parking and access arrangements may other than those who
include, but are not limited to, the provision of additional on-site parking, the use of private include, but are n
off-premises parking, the use of public parking in municipal lots or on-street spaces, and the off-premises par
availability of bus or shuttle service or carpooling arrangements. availability of bus or shuttle service or carpo

(4) *Multiple-family dwellings in business districts.* Where multiple-family dwelling units are (4) *Multiple-family dwellings in business districts.* Where multiple-fa
provided in conjunction with business uses on a property in a business district, the following provided in conjunc
additional standards shall apply. additional standards shall apply.

a.a. Except where multiple-family dwelling units may be permitted as the sole principal use of a Except where m
building to provide unique housing opportunities which are not otherwise available in the building to provide
city center, at a minimum, the first floor of any building shall primarily be used for principal city center, at a
permitted business uses, and the number of multiple-family dwelling units and the permitted permitted busin
occupancy of the units shall be limited to maintain a reasonable balance between the business occupancy of t
and residential uses on the property consistent with the purpose of each business district. The and residential
provision of first floor retail may be waived by majority vote of the city council in the area of provision of fi
the B-3 district outside of the area bounded by Grand River Avenue, Bailey Street, Albert the B-3 district out
Avenue, Grove Street, Linden Street, Abbot Road, City Parking Lot 15, the north-south alley Avenue, Grove
west of Abbot Road and 200 West Grand River Avenue (The Peoples Church) where west of Abbot Road an
warranted by the existing retail opportunities in close proximity to the project. warranted by the existing reta

b.b. The number of multiple-family dwelling units, the permitted occupancy of the units and the The number of m
height and size of structures containing such units shall be limited to be compatible with height and size of st
adjacent development patterns and any nearby residential districts. adjacent development patterns and any ne

c.c. Reasonable amounts of yard areas and open space shall be provided where necessary to be Reasonable amou
consistent with surrounding use and development patterns and to provide for the privacy and consistent with
enjoyment of the residents. enjoyment of the residents.

d.d. The design, type and operational characteristics of the business and residential uses on the The design, type a
property shall be compatible with one another. property shall be compatible with one another.

e.e. The residential units shall be designed and marketed to diversify housing opportunities in the The residential
neighborhood and shall not increase existing high concentrations of similar housing units in neighborhood an
the neighborhood. Further, in the area west of Collingwood Drive within the district the neighborhood. Furth
boundaries of the City of East Lansing Downtown Development Authority, in order to boundaries of the City
achieve diversity in the types of housing offered in the area including an appropriate balance achieve diversit
of owner occupied housing, senior housing, low to moderate income housing, mixed-market of owner occupi
rental housing and other types of diverse housing in the area, for all development plans that rental housing an

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contain housing, an appropriate number of the dwelling units shall be marketed and/or sold as owner occupied housing or housing offered to and restricted to residents 55 and older, restricted to low to moderate income housing or restricted to some other occupancy that would add diversity to the area so that at least 25 percent of the housing is owner occupied, restricted to residents 55 and older, restricted to low to moderate income housing or restricted to some other occupancy that would add diversity to the area.

i. For the purposes of this section, "development" shall include more than one structure as long as multiple structures are part of the same site plan approval. The requirement of this section shall not apply to hotels.

ii. For any development that is constructed and occupied in excess of the 25 percent requirement of this section, the developer shall be given one credit for each residential unit in excess of the 25 percent. The credits, or any portion thereof, may be used by the developer, or the developer's assignee, as a credit, on a one for one basis, to meet the 25 percent requirement for future development projects in this area.

iii. Projects which exceed 25% percent diverse housing and are on properties located outside the DDA area west of Collingwood Drive with B2, B3, or EV zoning may transfer credits into the area in which the diverse housing requirement applies on a 2:1 basis.
For example, if a theoretical B2-zoned 100-unit project outside the diverse housing area includes 75 units of diverse housing, 50 of those units would exceed the 25% requirement, and thus credits for 25 units could be transferred to a proposed development in the diverse housing requirement area.

iv. Diverse housing units shall be provided by the development as units on-site, or may provide payment of a contribution fee-in-lieu of units, which fee shall be specified in section 50-32 of this chapter and calculated based on consistent with the formula adopted by annual resolution of City Council, the affordability gap method, or by a combination of housing unit development and contributions. The affordability gap model calculates the difference between the cost of an affordable and market rate unit over the lifetime of the unit, and utilizes the previous year's sales data, median housing size, and area median income. The calculation has two components and is based on the difference between the two:

(1) **A** (Median Market Rate Price for single-family dwelling units of 2,000 square feet or less) **(minus) B** (the Amount Affordable to a three-person household at 50% of the Area Median Income (AMI) as defined by the U.S. Department of Housing and Urban Development (HUD) annually and including the standard costs of ownership such as principal, interest, taxes and insurance) = Affordability Gap

(2) To determine the per-square-foot-price, the Affordability Gap is divided by the median square footage for houses sold in the previous year.

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v.v. The fee-in-lieu shall be reviewed and revised annually pursuant to section 50-32 of this The fee-in-lieu s chapter. This review shall take into account adjusted data from the previous year, chapter. This review sl including but not limited to Median Market Rate Price for single-family dwelling units including but not of 2,000 square feet or less, the Amount Affordable to a three-person household at 50% of 2,000 square of the AMI as determined by HUD, and the median square footage for houses sold in the of the AMI as previous year. previous year.

vi.vi. Projects where the applicant or property owner objects to the fee-in-lieu payment on Projects where the grounds that it is a governmental taking or otherwise contrary to law, may appeal the grounds that it is a fee-in-lieu payment as part of their application for special use permit under this chapter. fee-in-lieu payn The planning commission shall review the objection and make a recommendation of The planning comm whether the fee is a governmental taking or otherwise contrary to law, under the whether the fee is a gov particular facts and circumstances of that case as explained in detail by the applicant as particular facts a part of its application for a special use permit. The planning commission's part of its application for a sp recommendation shall be transmitted to the city council as part of its review and recommendation shall b recommendation for special use permit, and the city council shall determine whether the recommendatio fee-in-lieu payment constitutes a governmental taking or is otherwise contrary to law as fee-in-lieu payn part of its review and action for a special use permit. The Planning Commission and City part of its revie Council may request additional information from the applicant or property owner or Council may reques staff, if it determines that insufficient information is provided by them to make a staff, if it determines th recommendation and determination. The applicant may appeal the final determination to recommendatio circuit court pursuant to MCR 7.122. circuit court pursuant to MCR 7.122.

vii.vii. The number of credits obtained for any development shall be calculated by the zoning The number of cr official and maintained in the city records. Any assignment of credits must be in writing official and mai and signed by the developer. The intent to use credits of this nature, the number of and signed by the dev credits intended to be used, the location of the development which created the credits, credits intended to and any documentation showing any assignment of the credits shall be submitted with and any documen the site plan or amended site plan. the site plan or amended site plan.

(5) (6) *Additional building height. Additional building height.*

a.a. Where a special use permit is required to permit building height above the base level Where a special use permitted in any use district, the compatibility of the building shall be determined in part permitted in any by the extent to which the use of the building and the building design, its setbacks and its by the extent to orientation on the site successfully mitigate negative impacts upon neighboring uses, the orientation on th natural features of the site and public facilities and services. Such buildings may be natural features of the approved only if they comply with subsection (a) of this section and all of the following approved only if additional standards: additional standards:

1.1. The building shall not be located in such proximity to a single-family or two-family The building sha neighborhood so as to cause excessive noise or shadowing impacts, or substantial neighborhood so as reductions in personal privacy or property values. The planning and zoning reductions in personal pri administrator may require the applicant to submit a solar angle diagram and shadow administrator ma

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analysis prepared by a registered architect or engineer showing the extent of analysis prepared by a re shadowing caused by the proposed building on adjacent properties and structures. shadowing caused

2.2. The portion of the building extending above the base level permitted in each use The portion of the bu district shall be located no closer to the property line of a residentially zoned property district shall be than a distance equal to the amount of the height in excess of the base level.than a distance equal to th

3.3. The building shall not result in traffic generation which exceeds the carrying capacity The building sh of adjacent streets, exceeds the parking capacity of on-site spaces or nearby municipal of adjacent str parking facilities, causes excessive congestion or risks to public safety, or causes or parking facilities, substantially contributes to excessive volumes of traffic through residential substantially contributes t neighborhoods.neighborhoods.

4.4. The building shall not generate demands which exceed the capacity of public utilities The building sh and services necessary to serve the site.and services necessary to serve the site.

b.b. In addition, the city council may further increase the maximum permitted building height In addition, the in the B-3 district as specified in section 50-593(f) for a building deemed to be of in the B-3 district as sp significant public benefit. The city council shall find, upon an affirmative vote of three-significant public fourths of all members of the city council, that such buildings meet subsections (5)a.1. fourths of all mem through 4., of this subsection and all of the following standards: through 4., of this subsection and all of t

1.1. The building, through its proposed use, shall contribute substantially to the mix of The building, throu desirable commercial, residential, social, cultural or employment opportunities or desirable commerci public amenities or open space available in the business district to achieve one or public amenities or more public goals or objectives, as specified in the comprehensive plan or other more public goals or strategic plan of the city, to benefit the business district, the adjacent residential or strategic plan of th public areas, and the city as a whole. public areas, and the city as a whole.

2.2. The applicant demonstrates that additional building height is necessary in order to The applicant dem make the proposed development economically feasible for the intended use and no make the propose reasonable alternative to additional height exists. reasonable alternative to additional height exists.

3.3. The additional building height will cause no significant additional negative impact on The additional adjacent properties, public streets and parking facilities, or public utility and services. adjacent proper

(6) *(6) Dispensaries and primary caregiver operations.* The following additional standards shall The following apply to dispensaries and primary caregiver operations: apply to dispensaries and primary caregiver operatio

a.a. They shall comply at all times and in all circumstances with the Medical Marihuana Act They shall comp and the General Rules of the Michigan Department of Community Health and/or the and the General Rul Department of Licensing and Regulatory Affairs. Department of Licensing and Regulatory Affairs.

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b.b. They must be located outside of a 1,000-foot radius from any school, including any They must be located licensed facility with after school programs, child care centers, or daycare centers, to licensed facility wit insure community compliance with federal "Drug-Free School Zones" requirements.insure community cc

c.c. No more than five primary caregivers may operate from a dispensary.No more than five primary caregive

d.d. All medical marihuana shall be contained within an enclosed, locked facility, inaccessible All medical ma on all sides and equipped with locks that permit access only by the registered caregivers, on all sides and as reviewed and approved by the building official and the police department.as reviewed and approved by

e.e. All necessary building, electrical, plumbing and mechanical permits shall be obtained for All necessary b any portion of the structure which contains electrical wiring, lighting and/or watering any portion of the s devices that support the cultivation, growing or harvesting of marihuana.devices that support the cultivati

f.f. Any portion of the structure where energy usage and heat exceeds typical residential use, Any portion of such as a grow room, and the storage of any chemicals such as herbicides, pesticides, and such as a grow fertilizers shall be subject to inspection and approval by the fire department to insure fertilizers shall be su compliance with the Michigan Fire Protection Code.compliance with the Michigan Fire Protection Code.

g.g. They shall not be operated from a business which sells alcoholic beverages.They shall not be operated fro

h.h. The establishment shall not be located in such proximity to churches or community The establishment sha centers so as to annoy, injure, offend, disrupt, disturb, or interfere with the activities centers so as to anno conducted thereon or the persons conducting, attending, or traveling to or from such conducted thereon o premises.premises.

i.i. The establishment shall not cause or continue an undue concentration of similar uses in The establishmen the neighborhood such that dispensaries and medical marihuana paraphernalia trade the neighborhood suc become a dominant influence or feature of the district or neighborhood and no caregiver become a domin operation or dispensary shall be located within 500 feet of another caregiver operation or operation or dis dispensary.dispensary.

j.j. The establishment shall be designed, operated, and maintained at all times consistent with The establishm responsible business practices and so that no excessive demands shall be placed upon responsible busines public safety services, nor any excessive risk of harm to the public health, safety, or public safety service sanitation, interference with vehicular or pedestrian traffic or parking, or the continuance sanitation, inter or maintenance of any unlawful conduct, public nuisance, or disorderly conduct either or maintenance of within the establishment or on or about the adjacent businesses and public streets, alleys, within the estab parks, parking facilities, or other areas open to the public. The establishment shall make parks, parking fa reasonable effort to report to authorities any unlawful conduct that is observed from the reasonable effort premises. The requirements of this section shall be a written condition of each special use premises. The permit issued to a dispensary or caregiver operation.permit issued to a dispensary or caregiver operation.

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k.k. No drive-through facilities shall be permitted.No drive-through facilities shall be permitted.

l.l. They may not be operated out of a residence or residential structure.They may not be operated out of a re

m.mAll transfers and deliveries of medical marihuana to qualifying patients must occur within All transfers ar
the structure out of public view or inside the patient's residence.the structure out of public view or inside

n.n. The consumption of medical marihuana on the premises is prohibited.The consumption of medical marih

(7) Household pet daycares. The following additional standards shall apply to household pet (7) Household pet d
daycares: daycares:

a.a. Household pet daycare shall be located within a fully enclosed accessory structure Household pet daycar
meeting the requirements of the zoning code. Such accessory structure shall be located in meeting the req
the rear yard no closer than 100 feet from any adjoining dwelling and no closer than 25 the rear yard no c
feet from the dwelling of the owner thereof. feet from the dwelling of the owner thereof.

b.b. The enclosure shall be properly ventilated to prevent drafts and remove odors, shall be of The enclosure s
sufficient size to accommodate the animals, and shall be designed so as to prevent rats, sufficient size to a
mice, or other rodents from being harbored underneath, inside, or inside the walls of the mice, or other ro
enclosure. enclosure.

c.c. Outdoor activities must be supervised and restricted to the hours between 9:00 a.m. and Outdoor activitie
5:00 p.m.; and fully contained within a six-foot high solid fenced area in the rear yard. 5:00 p.m.; and full
The required fenced area shall be a minimum of 15 feet from the property line. A fence The required fenc
located on a property line shall not satisfy the requirement for a fenced area. located on a property line sh

d.d. Hours of operation shall be 12 hours or less and be restricted to the hours between 6:00 Hours of operatio
a.m. and 7:00 p.m. Animals shall be kept within the accessory structure or within a a.m. and 7:00 p.m. An
fenced area at all times unless leashed, and shall not be permitted to run at large. fenced area at all times u

e.e. All structures for the keeping of such animals shall be constructed of material that can be All structures fo
easily cleaned and shall be kept in a clean and sanitary condition. The required fenced easily cleaned and
area must be cleaned daily and kept free from trash and accumulated droppings. area must be cleaned dai
Appropriate disposal of droppings is required. All provisions of the city Code relating to Appropriate disp
noise, odor, and sanitation, including the provisions of this article, shall apply to the noise, odor, and sani
keeping of animals under this section. keeping of animals under this section.

(8) *Reduced building height.* Where a special use permit is required to permit building height (8) *Reduced building height.* Where a special us
below the level permitted in any use district, such buildings may be approved only if they below the level permit
comply with subsection (a) of this section and one of the following additional standards: comply with subsection

a.a. The proposed building is of a particular architectural style that has significant importance The proposed b
to the proposed use of the building or is deemed an architecturally significant addition to to the proposed

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the overall attractiveness of the district and the applicant has demonstrated that there is no the overall attr reasonable alternative to the height sought in achieving such attractive construction. reasonable alternativ

b.b. The proposed use contributes substantially to the mix of desirable commercial, The proposed use contribu residential, social, cultural or employment opportunities or public amenities or open residential, social, cu space available in the business district to achieve one or more public goals or objectives space available i as specified in the comprehensive plan or other strategic plan of the city, to benefit the as specified in the business district, the adjacent residential or public areas or the city as a whole. business district, the adjac

(9) (9) *Kennels, including small animal veterinary hospitals and clinics.* Kennels, including small animal The following ad standards shall apply to kennels and small animal veterinary hospitals and clinics: standards shall apply to kenne

a.a. Pet daycare shall be located within a fully enclosed structure meeting the requirements of Pet daycare sha the zoning code. the zoning code.

b.b. The enclosure shall be properly ventilated to prevent drafts and remove odors, shall be of The enclosure s sufficient size to accommodate the animals, and shall be designed so as to prevent rats, sufficient size to a mice, or other rodents from being harbored underneath, inside, or inside the walls of the mice, or other ro enclosure. enclosure.

c.c. No outside exercise or training areas shall be located within 500 feet from any property No outside exerci zoned residential, excepting Residential Agricultural. zoned residential, excepting Residential Agricultura

d.d. Outdoor activities must be supervised and fully contained within a six-foot high solid and Outdoor activit opaque fenced area in the rear yard. The required fenced area shall be a minimum of 15 opaque fenced ar feet from the property line. A fence located on a property line shall not satisfy the feet from the property requirement for a fenced area. requirement for a fenced area.

e.e. Hours of operation for outdoor activities shall be restricted as set forth in the special use Hours of operati permit. Animals shall be kept within a structure or within a fenced area at all times unless permit. Animal leashed, and shall not be permitted to run at large. leashed, and shall not be permitted to run at large.

f.f. All structures for the keeping of such animals shall be constructed of material that can be All structures fo easily cleaned and shall be kept in a clean and sanitary condition. The required fenced easily cleaned and area must be cleaned daily and kept free from trash and accumulated droppings. area must be cleaned dai Appropriate disposal of droppings is required. All provisions of the city Code relating to Appropriate disp noise, odor, and sanitation, including the provisions of this article, shall apply to the noise, odor, and sani keeping of animals under this section. keeping of animals under this section.

Section 2 of Ordinance. Repealer. Section 2 of Ordinance. Repealer.

All ordinances or parts of ordinances in conflict with this Ordinance are hereby repealed only to All ordinances the extent necessary to give this Ordinance full force and effect, and the City of East Lansing Code the extent nece of Ordinances shall remain in full force and effect, amended only as specified above. of Ordinances shall remain

Section 3 of Ordinance. Savings. Section 3 of Ordinance. Savings.

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All proceedings pending and all rights and liabilities existing, acquired, or incurred at the time this All proceeding
Ordinance takes effect are saved and may be consummated according to the law in force when Ordinance tak
they were commenced. they were commenced.

Section 4 of Ordinance. Severability. Section 4 of Ordinance. Severability.

If any section, clause, or provision of this Ordinance shall be declared to be unconstitutional, void, If any section,
illegal, or ineffective by any court of competent jurisdiction, such section, clause, or provision illegal, or inef
declared to be unconstitutional, void, or illegal shall thereby cease to be a part of this Ordinance, declared to be
but the remainder of this Ordinance shall stand and be in full force and effect. but the remainder of this Ordinanc

Section 5 of Ordinance. Effective Date. Section 5 of Ordinance. Effective Date.

The provisions of this Ordinance are hereby ordered to take effect immediately upon publication. The provisions

Section 6 of Ordinance. Enactment. Section 6 of Ordinance. Enactment.

This Ordinance is declared to have been enacted by the City Council of the City of East Lansing This Ordinanc
at a meeting called and held on the _____ day of _____, 2026, and ordered to be given at a meeting ca
publication in the manner prescribed by law. publication in the manner prescribed by law.

Moved by Council member: Moved by Council member:
Supported by Council member: Supported by Council member:

ADOPTED: ADOPTED:
Yeas: Yeas:
Nays: Nays:
Absent: Absent:

_____ _____
Mayor Erik Altmann Mayor Erik Altmann

Dated: _____, 2026 Dated: _____

CLERKS CERTIFICATION: I hereby certify that the foregoing is a true and complete copy of CLERKS CERTI
an Ordinance introduced at the East Lansing City Council meeting held on Tuesday, February an Ordinance intro
17, 2026, and adopted by the East Lansing City Council at its meeting held on 17, 2026, and adopted by the East
_____, 2026, the original of which is part of the Council's minutes. _____, 20

_____ _____
Emily Gordon, City Clerk Emily Gordon, City Clerk
City of East Lansing City of East Lansing
Ingham and Clinton Counties, Michigan Ingham and Clinto

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Approved as to form: Approved as to form:

_____ _____

Steven P. Joppich, Esq. Steven P. Joppich, Esq.
East Lansing City Attorney East Lansing City Attorney

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Introduced: Introduced: February 17, 2026
Public Hearing: Public Hearing:
Adopted: Adopted:
Effective: Effective:

CITY OF EAST LANSING, MICHIGAN CITY OF EAST LANSING, MICHIG

ORDINANCE 1559 ORDINANCE 1559

AN ORDINANCE TO AMEND THE ZONING USE AN ORDINANCE TO AMEND
DISTRICT MAP OF CHAPTER 50 - ZONING - OF DISTRICT MAP OF CHAPTER
THE CODE OF THE CITY OF EAST LANSING THE CODE OF THE CITY OF EAST L

THE CITY OF EAST LANSING ORDAINS: THE CITY OF EAST LANSING ORDAINS:

Section 1 of Ordinance Section 1 of Ordinance

City of East Lansing City Code Chapter 50, *Zoning*, is hereby amended as follows: City of East Lansing City Code Chapter 50, Zoning, is hereby amended as follows:

Sec. 50-94. - Standards for review. Sec. 50-94. - Standards for review.

(a) *(a) uses.* Except as may be provided elsewhere in this section or chapter, each special use Except as may be p
permit application shall meet each of the following standards: permit application shall meet each of the following

(1)(**1**) The proposed use shall be consistent with the purpose of the use district in which it is located The proposed u
and the purpose and provisions of this division. and the purpose and provisions of this division.

(2)(**2**) The site plan for the property shall be approved in accordance with the provisions of this division The site plan for the pro
50-365 of this chapter. of this chapter.

(3)(**3**) The proposed size, height, architectural character and placement of new or expanded The proposed size, heig
structures on the site shall be reasonably compatible with the existing or anticipated buildings structures on th
on adjacent properties. on adjacent properties.

(4)(**4**) Streets and access facilities serving the site shall be able to safely accommodate the expected Streets and acc
traffic generated by the proposed use; the use shall not cause excessive traffic congestion or traffic generated
delays, obstruct access to adjacent properties, or imperil the safety of motorists, pedestrians delays, obstruct a
or bicyclists. or bicyclists.

(5)(**5**) The proposed use shall not adversely affect the use and enjoyment of adjacent properties by The proposed us
generating excessive noise, vibration, light, glare, odors or any other form of pollution or generating excessiv
nuisances. nuisances.

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(6)(6) The proposed use shall not materially diminish the economic value of adjacent properties or The proposed us
the city as a whole. the city as a whole.

(7)(7) The proposed use shall not materially diminish the privacy, safety, security or enjoyment of The proposed us
any residential dwelling or residential neighborhood within the vicinity of the site. any residential dwelling o

(8)(8) The proposed use shall be located with direct access to and frontage on a major street as The proposed use sh
designated in the major street plan, or within an area designated for adaptive reuse in the city designated in th
center element of the comprehensive plan. center element of the comprehensive plan.

(b) *Specific uses.* In addition to the standards above, to address their unique characteristics, *Specific uses.* In addition to the sta
certain uses shall also meet the applicable standards below. certain uses shall also meet the applicable standards l

(1) *Churches.* (1) *Churches.*

a.a. Standards set forth in items (3) and (8) of subsection (a) above do not apply to churches. Standards set forth i

b.b. The minimum yard requirements of the use district in which the church is to be located shall The minimum y
apply except that in no event shall the yard requirement be less than 0.5 feet of yard to each apply except that
foot of building height (excluding steeples) as applied to rear yard or side yard depth. foot of building height

(2) *Businesses selling alcoholic beverages.* The following additional standards shall apply to (2) *Businesses selling alcoholic beverages.* The following add
restaurants and businesses licensed or to be licensed for the sale of alcoholic beverages or restaurants and busines
alcoholic liquor for consumption on or off the premises. alcoholic liquor for consumption on or off the premises.

a.a. The establishment shall not be located in such proximity to churches, elementary, or The establishment shall
secondary schools, child development centers, or community centers so as to annoy, injure, secondary school
offend, disrupt, disturb, or interfere with the activities conducted thereon or the persons offend, disrupt, distu
conducting, attending, or traveling to or from such premises. This restriction may be waived conducting, atte
by city council at the request of the church, school district, child development center or by city council at the
community center whose location would otherwise prohibit the proposed use or, if there is an community cer
objection to the waiver of this restriction by the church, school or development of community objection to th
center, city council may waive this restriction only after hearing and good cause shown that center, city coun
the proposed establishment will not be in such proximity so as to annoy, injure, offend, the proposed establis
disrupt, disturb, or interfere with the activities of the particular church, school or disrupt, disturb, or interfere
development of community center. development of community center.

b.b. The establishment shall not cause or continue an undue concentration of similar uses in the The establishmen
neighborhood such that liquor establishments and trade become a dominant influence or neighborhood such t
feature of the district or neighborhood. feature of the district or neighborhood.

c.c. This section does not apply to businesses selling alcoholic beverages only for off-the-This section does not a
premises consumption and if less than 25 percent of the sales floor area is devoted to the sale premises consu
of alcoholic beverages. of alcoholic beverages.

(3) *Fraternities and sororities.* (3) *Fraternities and sororities.*

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a.a. The standard set forth in item (8) of subsection (a) above does not apply to fraternities and The standard set f
sororities. sororities.

b.b. In addition to the parking requirements for such uses specified in In addition to the parking requirements for, fraternities
and sororities shall provide and maintain a parking access and management arrangement and sororities shall
sufficient to serve the parking and access demands associated with chapter meetings, formal sufficient to serv
and informal social activities, or other on-site events which include the attendance of persons and informal so
other than those who reside on the property. Such parking and access arrangements may other than those who
include, but are not limited to, the provision of additional on-site parking, the use of private include, but are n
off-premises parking, the use of public parking in municipal lots or on-street spaces, and the off-premises par
availability of bus or shuttle service or carpooling arrangements. availability of bus or shuttle service or carpo

(4) *Multiple-family dwellings in business districts.* Where multiple-family dwelling units are (4) *Multiple-family dwellings in business districts.* Where multiple-fa
provided in conjunction with business uses on a property in a business district, the following provided in conjunc
additional standards shall apply. additional standards shall apply.

a.a. Except where multiple-family dwelling units may be permitted as the sole principal use of a Except where m
building to provide unique housing opportunities which are not otherwise available in the building to provide
city center, at a minimum, the first floor of any building shall primarily be used for principal city center, at a
permitted business uses, and the number of multiple-family dwelling units and the permitted permitted busin
occupancy of the units shall be limited to maintain a reasonable balance between the business occupancy of t
and residential uses on the property consistent with the purpose of each business district. The and residential
provision of first floor retail may be waived by majority vote of the city council in the area of provision of fi
the B-3 district outside of the area bounded by Grand River Avenue, Bailey Street, Albert the B-3 district out
Avenue, Grove Street, Linden Street, Abbot Road, City Parking Lot 15, the north-south alley Avenue, Grove
west of Abbot Road and 200 West Grand River Avenue (The Peoples Church) where west of Abbot Road an
warranted by the existing retail opportunities in close proximity to the project. warranted by the existing reta

b.b. The number of multiple-family dwelling units, the permitted occupancy of the units and the The number of m
height and size of structures containing such units shall be limited to be compatible with height and size of st
adjacent development patterns and any nearby residential districts. adjacent development patterns and any ne

c.c. Reasonable amounts of yard areas and open space shall be provided where necessary to be Reasonable amou
consistent with surrounding use and development patterns and to provide for the privacy and consistent with
enjoyment of the residents. enjoyment of the residents.

d.d. The design, type and operational characteristics of the business and residential uses on the The design, type a
property shall be compatible with one another. property shall be compatible with one another.

e.e. The residential units shall be designed and marketed to diversify housing opportunities in the The residential
neighborhood and shall not increase existing high concentrations of similar housing units in neighborhood an
the neighborhood. Further, in the area west of Collingwood Drive within the district the neighborhood. Furth
boundaries of the City of East Lansing Downtown Development Authority, in order to boundaries of the City
achieve diversity in the types of housing offered in the area including an appropriate balance achieve diversit
of owner occupied housing, senior housing, low to moderate income housing, mixed-market of owner occupi
rental housing and other types of diverse housing in the area, for all development plans that rental housing an

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contain housing, an appropriate number of the dwelling units shall be marketed and/or sold as owner occupied housing or housing offered to and restricted to residents 55 and older, restricted to low to moderate income housing or restricted to some other occupancy that would add diversity to the area so that at least 25 percent of the housing is owner occupied, restricted to residents 55 and older, restricted to low to moderate income housing or restricted to some other occupancy that would add diversity to the area.

i. For the purposes of this section, "development" shall include more than one structure as long as multiple structures are part of the same site plan approval. The requirement of this section shall not apply to hotels.

ii. For any development that is constructed and occupied in excess of the 25 percent requirement of this section, the developer shall be given one credit for each residential unit in excess of the 25 percent. The credits, or any portion thereof, may be used by the developer, or the developer's assignee, as a credit, on a one for one basis, to meet the 25 percent requirement for future development projects in this area.

iii. Projects which exceed 25~~%~~ percent diverse housing and are on properties located outside the DDA area west of Collingwood Drive with B2, B3, or EV zoning may transfer credits into the area in which the diverse housing requirement applies on a 2:1 basis.
For example, if a theoretical B2-zoned 100-unit project outside the diverse housing area includes 75 units of diverse housing, 50 of those units would exceed the 25% requirement, and thus credits for 25 units could be transferred to a proposed development in the diverse housing requirement area.

iv. Diverse housing units shall be provided by the development as units on-site, or may ~~provide~~ payment of a ~~contribution~~ fee-in-lieu of units, which fee shall be specified in section 50-32 of this chapter and calculated based on the affordability gap method, or by a combination of housing unit development and contributions. The affordability gap model calculates the difference between the cost of an affordable and market rate unit over the lifetime of the unit, and utilizes the previous year's sales data, median housing size, and area median income. The calculation has two components and is based on the difference between the two:

(1) **A** (Median Market Rate Price for single-family dwelling units of 2,000 square feet or less) **(minus) B** (the Amount Affordable to a three-person household at 50% of the Area Median Income (AMI) as defined by the U.S. Department of Housing and Urban Development (HUD) annually and including the standard costs of ownership such as principal, interest, taxes and insurance) = Affordability Gap

(2) To determine the per-square-foot-price, the Affordability Gap is divided by the median square footage for houses sold in the previous year.

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v.v. The fee-in-lieu shall be reviewed and revised annually pursuant to section 50-32 of this The fee-in-lieu s chapter. This review shall take into account adjusted data from the previous year, chapter. This review sl including but not limited to Median Market Rate Price for single-family dwelling units including but not of 2,000 square feet or less, the Amount Affordable to a three-person household at 50% of 2,000 square of the AMI as determined by HUD, and the median square footage for houses sold in the of the AMI as previous year. previous year.

vi.vi. Projects where the applicant or property owner objects to the fee-in-lieu payment on Projects where the grounds that it is a governmental taking or otherwise contrary to law, may appeal the grounds that it is a fee-in-lieu payment as part of their application for special use permit under this chapter. fee-in-lieu payn The planning commission shall review the objection and make a recommendation of The planning comm whether the fee is a governmental taking or otherwise contrary to law, under the whether the fee is a gov particular facts and circumstances of that case as explained in detail by the applicant as particular facts a part of its application for a special use permit. The planning commission's part of its application for a sp recommendation shall be transmitted to the city council as part of its review and recommendation shall b recommendation for special use permit, and the city council shall determine whether the recommendatio fee-in-lieu payment constitutes a governmental taking or is otherwise contrary to law as fee-in-lieu payn part of its review and action for a special use permit. The Planning Commission and City part of its revie Council may request additional information from the applicant or property owner or Council may reques staff, if it determines that insufficient information is provided by them to make a staff, if it determines th recommendation and determination. The applicant may appeal the final determination to recommendatio circuit court pursuant to MCR 7.122. circuit court pursuant to MCR 7.122.

vii.vii. The number of credits obtained for any development shall be calculated by the zoning The number of cr official and maintained in the city records. Any assignment of credits must be in writing official and mai and signed by the developer. The intent to use credits of this nature, the number of and signed by the dev credits intended to be used, the location of the development which created the credits, credits intended to and any documentation showing any assignment of the credits shall be submitted with and any documen the site plan or amended site plan. the site plan or amended site plan.

(5) (6) *Additional building height. Additional building height.*

a.a. Where a special use permit is required to permit building height above the base level Where a special use permitted in any use district, the compatibility of the building shall be determined in part permitted in any by the extent to which the use of the building and the building design, its setbacks and its by the extent to orientation on the site successfully mitigate negative impacts upon neighboring uses, the orientation on th natural features of the site and public facilities and services. Such buildings may be natural features of the approved only if they comply with subsection (a) of this section and all of the following approved only if additional standards: additional standards:

1.1. The building shall not be located in such proximity to a single-family or two-family The building sha neighborhood so as to cause excessive noise or shadowing impacts, or substantial neighborhood so as reductions in personal privacy or property values. The planning and zoning reductions in personal pri administrator may require the applicant to submit a solar angle diagram and shadow administrator ma

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analysis prepared by a registered architect or engineer showing the extent of analysis prepared by a re shadowing caused by the proposed building on adjacent properties and structures. shadowing caused

2.2. The portion of the building extending above the base level permitted in each use The portion of the bu district shall be located no closer to the property line of a residentially zoned property district shall be than a distance equal to the amount of the height in excess of the base level.than a distance equal to th

3.3. The building shall not result in traffic generation which exceeds the carrying capacity The building sh of adjacent streets, exceeds the parking capacity of on-site spaces or nearby municipal of adjacent str parking facilities, causes excessive congestion or risks to public safety, or causes or parking facilities, substantially contributes to excessive volumes of traffic through residential substantially contributes t neighborhoods.neighborhoods.

4.4. The building shall not generate demands which exceed the capacity of public utilities The building sh and services necessary to serve the site.and services necessary to serve the site.

b.b. In addition, the city council may further increase the maximum permitted building height In addition, the in the B-3 district as specified in section 50-593(f) for a building deemed to be of in the B-3 district as sp significant public benefit. The city council shall find, upon an affirmative vote of three-significant public fourths of all members of the city council, that such buildings meet subsections (5)a.1. fourths of all mem through 4., of this subsection and all of the following standards: through 4., of this subsection and all of t

1.1. The building, through its proposed use, shall contribute substantially to the mix of The building, throu desirable commercial, residential, social, cultural or employment opportunities or desirable commerci public amenities or open space available in the business district to achieve one or public amenities or more public goals or objectives, as specified in the comprehensive plan or other more public goals or strategic plan of the city, to benefit the business district, the adjacent residential or strategic plan of th public areas, and the city as a whole. public areas, and the city as a whole.

2.2. The applicant demonstrates that additional building height is necessary in order to The applicant dem make the proposed development economically feasible for the intended use and no make the propose reasonable alternative to additional height exists. reasonable alternative to additional height exists.

3.3. The additional building height will cause no significant additional negative impact on The additional adjacent properties, public streets and parking facilities, or public utility and services. adjacent prope

(6) *(6) Dispensaries and primary caregiver operations.* The following additional standards shall The following apply to dispensaries and primary caregiver operations: apply to dispensaries and primary caregiver operatio

a.a. They shall comply at all times and in all circumstances with the Medical Marihuana Act They shall comp and the General Rules of the Michigan Department of Community Health and/or the and the General Rul Department of Licensing and Regulatory Affairs. Department of Licensing and Regulatory Affairs.

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b.b. They must be located outside of a 1,000-foot radius from any school, including any They must be located licensed facility with after school programs, child care centers, or daycare centers, to licensed facility wit insure community compliance with federal "Drug-Free School Zones" requirements.insure community cc

c.c. No more than five primary caregivers may operate from a dispensary.No more than five primary caregive

d.d. All medical marihuana shall be contained within an enclosed, locked facility, inaccessible All medical ma on all sides and equipped with locks that permit access only by the registered caregivers, on all sides and as reviewed and approved by the building official and the police department.as reviewed and approved by

e.e. All necessary building, electrical, plumbing and mechanical permits shall be obtained for All necessary b any portion of the structure which contains electrical wiring, lighting and/or watering any portion of the s devices that support the cultivation, growing or harvesting of marihuana.devices that support the cultivati

f.f. Any portion of the structure where energy usage and heat exceeds typical residential use, Any portion of such as a grow room, and the storage of any chemicals such as herbicides, pesticides, and such as a grow fertilizers shall be subject to inspection and approval by the fire department to insure fertilizers shall be su compliance with the Michigan Fire Protection Code.compliance with the Michigan Fire Protection Code.

g.g. They shall not be operated from a business which sells alcoholic beverages.They shall not be operated fro

h.h. The establishment shall not be located in such proximity to churches or community The establishment sha centers so as to annoy, injure, offend, disrupt, disturb, or interfere with the activities centers so as to anno conducted thereon or the persons conducting, attending, or traveling to or from such conducted thereon o premises.premises.

i.i. The establishment shall not cause or continue an undue concentration of similar uses in The establishmen the neighborhood such that dispensaries and medical marihuana paraphernalia trade the neighborhood suc become a dominant influence or feature of the district or neighborhood and no caregiver become a domin operation or dispensary shall be located within 500 feet of another caregiver operation or operation or dis dispensary.dispensary.

j.j. The establishment shall be designed, operated, and maintained at all times consistent with The establishm responsible business practices and so that no excessive demands shall be placed upon responsible busines public safety services, nor any excessive risk of harm to the public health, safety, or public safety service sanitation, interference with vehicular or pedestrian traffic or parking, or the continuance sanitation, inter or maintenance of any unlawful conduct, public nuisance, or disorderly conduct either or maintenance of within the establishment or on or about the adjacent businesses and public streets, alleys, within the estab parks, parking facilities, or other areas open to the public. The establishment shall make parks, parking fa reasonable effort to report to authorities any unlawful conduct that is observed from the reasonable effort premises. The requirements of this section shall be a written condition of each special use premises. The permit issued to a dispensary or caregiver operation.permit issued to a dispensary or caregiver operation.

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k.k. No drive-through facilities shall be permitted.No drive-through facilities shall be permitted.

l.l. They may not be operated out of a residence or residential structure.They may not be operated out of a re

m.mAll transfers and deliveries of medical marihuana to qualifying patients must occur within All transfers ar
the structure out of public view or inside the patient's residence.the structure out of public view or inside

n.n. The consumption of medical marihuana on the premises is prohibited.The consumption of medical marih

(7) Household pet daycares. The following additional standards shall apply to household pet (7) Household pet d
daycares: daycares:

a.a. Household pet daycare shall be located within a fully enclosed accessory structure Household pet daycar
meeting the requirements of the zoning code. Such accessory structure shall be located in meeting the req
the rear yard no closer than 100 feet from any adjoining dwelling and no closer than 25 the rear yard no c
feet from the dwelling of the owner thereof. feet from the dwelling of the owner thereof.

b.b. The enclosure shall be properly ventilated to prevent drafts and remove odors, shall be of The enclosure s
sufficient size to accommodate the animals, and shall be designed so as to prevent rats, sufficient size to a
mice, or other rodents from being harbored underneath, inside, or inside the walls of the mice, or other ro
enclosure. enclosure.

c.c. Outdoor activities must be supervised and restricted to the hours between 9:00 a.m. and Outdoor activitie
5:00 p.m.; and fully contained within a six-foot high solid fenced area in the rear yard. 5:00 p.m.; and full
The required fenced area shall be a minimum of 15 feet from the property line. A fence The required fenc
located on a property line shall not satisfy the requirement for a fenced area. located on a property line sh

d.d. Hours of operation shall be 12 hours or less and be restricted to the hours between 6:00 Hours of operatio
a.m. and 7:00 p.m. Animals shall be kept within the accessory structure or within a a.m. and 7:00 p.m. An
fenced area at all times unless leashed, and shall not be permitted to run at large. fenced area at all times u

e.e. All structures for the keeping of such animals shall be constructed of material that can be All structures fo
easily cleaned and shall be kept in a clean and sanitary condition. The required fenced easily cleaned and
area must be cleaned daily and kept free from trash and accumulated droppings. area must be cleaned dai
Appropriate disposal of droppings is required. All provisions of the city Code relating to Appropriate disp
noise, odor, and sanitation, including the provisions of this article, shall apply to the noise, odor, and sani
keeping of animals under this section. keeping of animals under this section.

(8) *Reduced building height.* Where a special use permit is required to permit building height (8) *Reduced building height.* Where a special us
below the level permitted in any use district, such buildings may be approved only if they below the level permit
comply with subsection (a) of this section and one of the following additional standards: comply with subsection

a.a. The proposed building is of a particular architectural style that has significant importance The proposed b
to the proposed use of the building or is deemed an architecturally significant addition to to the proposed

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the overall attractiveness of the district and the applicant has demonstrated that there is no the overall attr
reasonable alternative to the height sought in achieving such attractive construction. reasonable alternativ

b.b. The proposed use contributes substantially to the mix of desirable commercial, The proposed use contribu
residential, social, cultural or employment opportunities or public amenities or open residential, social, cu
space available in the business district to achieve one or more public goals or objectives space available i
as specified in the comprehensive plan or other strategic plan of the city, to benefit the as specified in the
business district, the adjacent residential or public areas or the city as a whole. business district, the adjac

(9) (9) *Kennels, including small animal veterinary hospitals and clinics.* Kennels, including small animal The following ad
standards shall apply to kennels and small animal veterinary hospitals and clinics: standards shall apply to kenne

a.a. Pet daycare shall be located within a fully enclosed structure meeting the requirements of Pet daycare sha
the zoning code. the zoning code.

b.b. The enclosure shall be properly ventilated to prevent drafts and remove odors, shall be of The enclosure s
sufficient size to accommodate the animals, and shall be designed so as to prevent rats, sufficient size to a
mice, or other rodents from being harbored underneath, inside, or inside the walls of the mice, or other ro
enclosure. enclosure.

c.c. No outside exercise or training areas shall be located within 500 feet from any property No outside exerci
zoned residential, excepting Residential Agricultural. zoned residential, excepting Residential Agricultura

d.d. Outdoor activities must be supervised and fully contained within a six-foot high solid and Outdoor activit
opaque fenced area in the rear yard. The required fenced area shall be a minimum of 15 opaque fenced ar
feet from the property line. A fence located on a property line shall not satisfy the feet from the property l
requirement for a fenced area. requirement for a fenced area.

e.e. Hours of operation for outdoor activities shall be restricted as set forth in the special use Hours of operati
permit. Animals shall be kept within a structure or within a fenced area at all times unless permit. Animal
leashed, and shall not be permitted to run at large. leashed, and shall not be permitted to run at large.

f.f. All structures for the keeping of such animals shall be constructed of material that can be All structures fo
easily cleaned and shall be kept in a clean and sanitary condition. The required fenced easily cleaned and
area must be cleaned daily and kept free from trash and accumulated droppings. area must be cleaned dai
Appropriate disposal of droppings is required. All provisions of the city Code relating to Appropriate disp
noise, odor, and sanitation, including the provisions of this article, shall apply to the noise, odor, and sani
keeping of animals under this section. keeping of animals under this section.

Section 2 of Ordinance. Repealer. Section 2 of Ordinance. Repealer.

All ordinances or parts of ordinances in conflict with this Ordinance are hereby repealed only to All ordinances
the extent necessary to give this Ordinance full force and effect, and the City of East Lansing Code the extent nece
of Ordinances shall remain in full force and effect, amended only as specified above. of Ordinances shall remain

Section 3 of Ordinance. Savings. Section 3 of Ordinance. Savings.

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All proceedings pending and all rights and liabilities existing, acquired, or incurred at the time this All proceeding Ordinance takes effect are saved and may be consummated according to the law in force when Ordinance tak they were commenced. they were commenced.

Section 4 of Ordinance. Severability. Section 4 of Ordinance. Severability.

If any section, clause, or provision of this Ordinance shall be declared to be unconstitutional, void, If any section, illegal, or ineffective by any court of competent jurisdiction, such section, clause, or provision illegal, or inef declared to be unconstitutional, void, or illegal shall thereby cease to be a part of this Ordinance, declared to be but the remainder of this Ordinance shall stand and be in full force and effect. but the remainder of this Ordinanc

Section 5 of Ordinance. Effective Date. Section 5 of Ordinance. Effective Date.

The provisions of this Ordinance are hereby ordered to take effect immediately upon publication. The provisions

Section 6 of Ordinance. Enactment. Section 6 of Ordinance. Enactment.

This Ordinance is declared to have been enacted by the City Council of the City of East Lansing This Ordinanc at a meeting called and held on the _____ day of _____, 2026, and ordered to be given at a meeting ca publication in the manner prescribed by law. publication in the manner prescribed by law.

Moved by Council member: Moved by Council member:
Supported by Council member: Supported by Council member:

ADOPTED: ADOPTED:
Yeas: Yeas:
Nays: Nays:
Absent: Absent:

_____ _____
Mayor Erik Altmann Mayor Erik Altmann

Dated: _____, 2026 Dated: _____

CLERKS CERTIFICATION: I hereby certify that the foregoing is a true and complete copy of CLERKS CERTI an Ordinance introduced at the East Lansing City Council meeting held on Tuesday, February an Ordinance intro 17, 2026, and adopted by the East Lansing City Council at its meeting held on 17, 2026, and adopted by the East _____, 2026, the original of which is part of the Council's minutes. _____, 20

_____ _____
Emily Gordon, City Clerk Emily Gordon, City Clerk
City of East Lansing City of East Lansing
Ingham and Clinton Counties, Michigan Ingham and Clinto

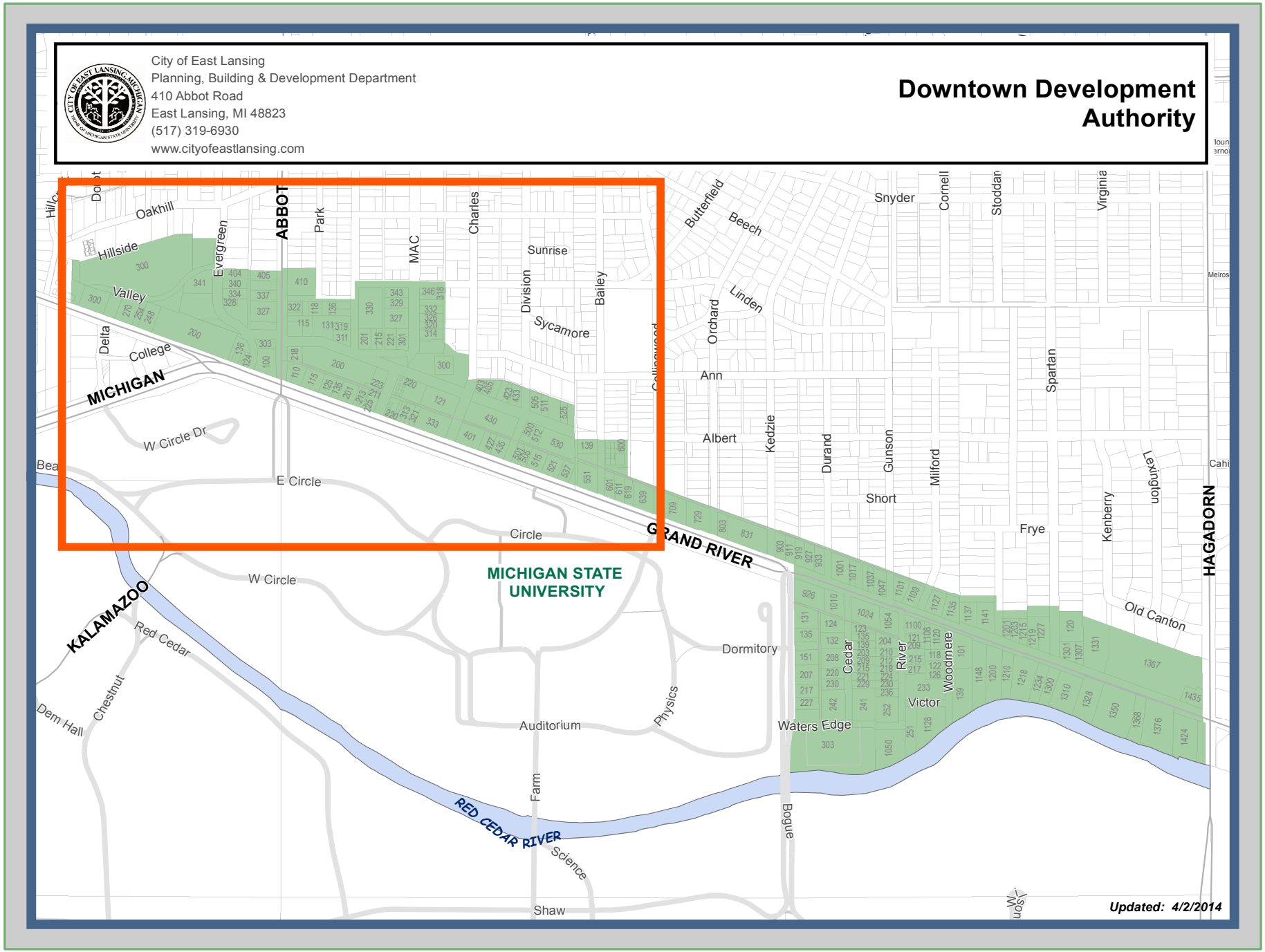
DRAFT

Approved as to form: Approved as to form:

_____ _____

Steven P. Joppich, Esq. Steven P. Joppich, Esq.
East Lansing City Attorney East Lansing City Attorney

DRAFT


City of East Lansing
Planning, Building & Development Department
410 Abbot Road
East Lansing, MI 48823
(517) 319-6930
www.cityofeastlansing.com
Downtown Development Authority
Oakhill
Hillside
Valley
Evergreen
ABBOT
Park
MAC
Charles
Sunrise
Division
Bailey
Sycamore
Butterfield
Beech
Snyder
Cornell
Virginia
Linden
Orchard
Ann
Spartan
Delta
College
MICHIGAN
W Circle Dr
E Circle
Albert
Kedzie
Durand
Gunson
Milford
Short
Frye
Kenberry
Lexington
HAGADORN
Old Canton
GRAND RIVER
Circle
W Circle
MICHIGAN STATE UNIVERSITY
KALAMAZOO
Red Cedar
Chestnut
Dem Hall
Dormitory
Cedar
River
Woodmere
Victor
Waters Edge
Auditorium
Physics
Farm
Science
Shaw
Bogue
RED CEDAR RIVER
Updated: 4/2/2014

Proposed Construction Cost Fee in-Lieu Model

Staff Recommendation

City of East Lansing

In reviewing the research that staff collected on fee in-lieu programs throughout the country, there was no clear standard approach. In order to simplify the fee in-lieu program for East Lansing, staff are recommending a Construction Cost Model. Below is an example of how residential construction costs would be used to determine a fee in-lieu. Also, examples from three prior downtown developments are calculated to show what their fee in-lieu would have been based on their construction costs. An important note to consider when reviewing these examples is that the cost of new construction has grown significantly since these developments were built. With that in mind, we have also provided a hypothetical scenario using more realistic 2026 cost considerations to show what the fee in-lieu might look like if those same projects were built today.

Construction Cost Calculation:

Step 1: Determine Construction Cost and total number of floors for the building

Step 2: Divide Construction cost by number of total floors = cost per floor

Step 3: Multiply Residential floors by the cost per floor = Total residential construction cost

Step 4: Multiply residential construction cost by 10%, 8%, or 5% = Fee in-Lieu

The Planning Commission should also consider using square footage as the basis for this calculation, which would account for a mix of uses within one floor.

Example using Prior Downtown East Lansing Housing Development

Construction Costs Calculation			
	The Hub	**The Abbot**	**Landmark**
Total Construction Cost as built	$49,384,150.00	$40,250,000.00	$45,290,761.00
Total Floors	10	13	12
Construction Cost Per Floor	$4,938,415.00	$3,096,153.85	$3,774,230.08
Number of Residential Floors	8	10	10
Residential Construction Cost	$39,507,320.00	$30,961,538.50	$37,742,300.80
10% Fee in Lieu	$3,950,732.00	$3,096,153.85	$3,774,230.08
8% Fee in Lieu	$3,160,585.60	$2,476,923.08	$3,019,384.06
5% Fee in Lieu	$1,975,366.00	$1,548,076.93	$1,887,115.04

**These developments were built between 2017-2019 and the calculations are based on their actual costs*

Hypothetical Example Using 2026 construction cost

2026 Hypothetical Construction Costs Calculation			
	The Hub	**The Abbot**	**Landmark**
Total Est. Construction Cost in 2026	$64,199,395.00	$52,325,000.00	$58,877,989.30
Total Floors	10	13	12
Construction Cost Per Floor	$6,419,939.50	$4,025,000.00	$4,906,499.12
Number of Residential Floors	8	10	10
Residential Construction Cost	$51,359,516.00	$40,250,000.00	$49,064,991.20
10% Fee in Lieu	$5,135,951.60	$4,025,000.00	$4,906,499.12
8% Fee in Lieu	$4,108,761.28	$3,220,000.00	$3,925,199.30
5% Fee in Lieu	$2,567,975.80	$2,012,500.00	$2,453,249.56

**These are hypothetical calculations assuming a 30% increase in construction costs*

Given the significant rise in construction costs, the staff recommendation is a **5% fee in-lieu calculation for residential construction costs**. Additionally, staff would recommend the construction cost percentage be evaluated every 2-3 years, to review market conditions and adjust accordingly. The above example's prior developments yield comparable results to a formula using the "Affordability Gap" method for residents with an income equal to or less than 80% of Area Median Income (AMI). Staff are recommending the residential cost method over AMI for two reasons. First, the cost model is easier to understand for developers and residents. Second, it is the opinion of staff that AMI would be more suitable if we were only seeking affordable housing. The city is committed to growing diverse housing options, residential construction cost is a more appropriate measure.

To encourage Mass Timber and LEED certified buildings, the staff recommendation is a reduced fee in-lieu with either a 4% (1% reduction) or 3% (2% reduction) calculation.

Mass Timber/LEED Construction Costs Calculation Example	
ADDRESS: 123 Street	
Total Construction Cost	$80,000,000.00
Total Floors	10
Construction Cost Per Floor	$8,000,000.00
Number of Residential Floors	8
Residential Construction Cost	$64,000,000.00
4% Fee in Lieu	$2,560,000.00
3% Fee in Lieu	$1,920,000.00

Affordability Gap Fee In Lieu Model
City of East Lansing

The Affordability Gap Fee-In-Lieu method follows a defined set of steps to determine the affordability gap on a per-square-foot basis. The outline below describes how the Affordability Gap Model is applied to calculate the Fee In Lieu amount.

Affordability Gap Calculation:

The first step in estimating the affordability gap is determining a representative market price for a typical single-family home. The market price is intended to reflect prevailing conditions for homes under 2,000 Sq. Ft.

The City Assessor provides the prior year sales report which includes the Residential Sales of 2,000 Sq. Ft. or less, which is used to calculate the median sale price per sq. ft. and median home size in sq. ft. Median values normalize the estimate for unit size and reduce the influence of outliers.

Step 1. Calculate the Median Sale Price Per Sq. Ft.

Step 2. Calculate the Median Home Size in Sq. Ft.

Step 3. Determine the market price of a typical single-family home, 2,000 Sq. Ft. or less.

Market Price = Median Price Per Sq. Ft. x Median Home Size

Step 4. Determine the affordable home price – maximum purchase price, for the target household by applying HUD affordability standards and subtracting non-mortgage costs from the household's budget, limiting housing costs to 30% of the gross household income.

Annual Housing Budget = Gross Household Income x 30%

Step 5. Determine Non-Mortgage Ownership Costs of property taxes, homeowner's insurance.

Non-Mortgage Ownership Costs = Property Taxes + Homeowner's Insurance

Step 6. Calculate Mortgage Payment Capacity. The amount remaining represents the maximum mortgage payment capacity available for principal and interest.

Mortgage Capacity = Annual Housing Budget – Non-Mortgage costs

Step 7. Calculate the Affordable Home Price by converting the monthly mortgage payment capacity into a mortgage loan amount.

Annual Housing Budget – Non-Mortgage ownership costs ÷ 12

Affordable Home Price = Maximum Mortgage Loan Amount ÷ .95 (Downpayment)

Step 8. Calculate the Affordability Gap

Affordability Gap = Market Price Home – Affordable Home Price

Step 9. Convert affordability gap to per Sq. Ft. fee. This fee rate represents the estimated contribution required per Sq. Ft. of residential area to offset the affordability gap.

Sq. Ft. Fee Rate = Affordability Gap ÷ Median Home Size

Step 10. Fee In Lieu Calculation Approach

Average Unit Size = Total Residential Square Footage ÷ Total Residential Units

Affordable Housing Requirement (25%)

Required Number of Affordable Units = Total Units x 25%

Estimated Fee in Lieu = Affordable Units x Average Sq. Ft. x Sq. Ft. Fee

Below are the examples, for illustrative purposes only, for 233 Abbot, 918 E. Grand River Ave. and 205 E. Grand River Ave.

Household Size: 3
Area Median Income (AMI) 50%, 60% and 80%

233 Abbot Rd.	50% AMI	60% AMI	80% AMI
Fee Per Sq. Ft.	$170	$143	$87
Fee In Lieu	$5,855,990	$4,925,921	$2,996,889

918 E. Grand River Ave.	50% AMI	60% AMI	80% AMI
Fee Per Sq. Ft.	$170	$143	$87
Fee In Lieu	$8,037,388	$6,760,861	$4,113,251

205 E. Grand River Ave.	50% AMI	60% AMI	80% AMI
Fee Per Sq. Ft.	$170	$143	$87
Fee In Lieu	$7,332,780	$6,168,162	$3,752,658

A = market price (from your per-sf data × median size)
B = affordable price (from AMI assumptions) **(the maxim home price a trage household can afford**
A – B = affordability gap
Fee rate ($/sf) = (A – B) ÷ 1,410

Market Price Calculation (A)

2025 Median Market Rate price for single- famly home <2000 sf

Median Price per SF		Median home size		
213	x	1,410	=	$ 300,330

Affordable Price Calculation (B)

Income and Affordablity

2025 Income Limit		HUD housing affordability		
$ 45,350	x	0.3	=	**$ 13,605**

Non Mortgage Ownership Costs

Taxes (EL PRE - EL schools)		Insurance		
$ 7,392	+	$ 2,000	=	$ 9,392

Mortage Payment Capacity

Income and Affordablity	$ 13,605	Non Mortgage Ownership Costs	=	$ 4,213
		Converted to Monthly Payment		351.11

Affordable Home Price

Maximum Mortgage Loan Amount (Present value of the monthly payment based on the loan interest rate and term) $57,205.71

Maxium Mortage Loan Amount		Down payment		
$57,205.71	÷	0.95	=	$ 60,217

Affordability Gap Calculation (A-B)

Market Price		Affordable Home Price		
$ 300,330	-	$ 60,217	=	$ 240,113

Fee per square foot

Afforedablty Gap		Sqaure Feet		
$ 240,113	÷	1,410	=	170.00

Inputs

Millage Rate	49.2234
Loan rate	0.0622
term	30

Proposed Fund Management Framework

Staff Recommendation

City of East Lansing

Staff recommends City Council establish a Committee or Commission, for the purpose of evaluating applications for financial support related to supportive housing activities, development and programs. All applications reviewed by this body must be evaluated in accordance with the guidelines approved by City Council, which support the diverse housing requirement (affordable, 55+, owner-occupied).

The Committee or Commission will review all applications, prepare recommendations for approval or denial and forward its recommendations to City Council. City Council would have final authority to approve or deny any applications. This body would also provide annual reports on the funding impacts and would provide recommendations for program improvements.

FEE IN LIEU
CALCULATIONS ARE FOR ILLUSTRATIVE PURPOSES ONLY

AMI = Area Median Income

Columbus, OH Model	Option #1	Option #2	Fee Per Unit
	20% Units	30% Units	$40,165.21
233 Abbot	$1,574,476.23	$2,361,714.35	
205 E. Grand River Ave.	$2,193,020.47	$3,289,530.70	
918 E. Grand River Ave.	$2,787,465.57	$4,181,198.36	

***Each August 1, the fee is updated by the percentage increase in CIP-U (U.S. City Average, all Items, Not Seasonally Adjusted) plus 5 percentage points.**

Borough of State College, PA Model	10% Units	Fee Per Unit
		$159,585.00
233 Abbot	$3,127,866.00	
205 E. Grand River Ave.	$4,356,670.50	
918 E. Grand River Ave.	$5,537,599.50	

04/03/26 Update: Fee is set annually based on actual construction cost of a unit and land costs
Housing Costs: 129,000; land $30,585

Iowa City, IA Model	10% Units	Fee Per Unit
		$113,065.00
233 Abbot	$2,216,074.00	
205 E. Grand River Ave.	$3,086,674.50	
918 E. Grand River Ave.	$3,923,355.50	

*** Fee in lieu methodology compares the financial value of a 100% market-rate development to that of a development with 10% affordable units. The difference in value between the two scenarios is the basis of the fee. The fee is updated biennially using current market data.**

Bloomington, IN Model	15% Bedrooms	15% Bedrooms
Fee Per Bedroom	$20,000.00	$50,000.00
233 Abbot	$1,440,000.00	$3,600,000.00
205 E. Grand River Ave.	$1,640,000.00	$4,100,000.00
918 E. Grand River Ave.	$1,600,000.00	$4,000,000.00

Fee is $20,000 but is expect to increase soon; potentially up to $50,000

Evanston, IL Model	15% Bedrooms
233 Abbot	$19,876,200.00
205 E. Grand River Ave.	$25,590,150.00
918 E. Grand River Ave.	$29,802,300.00

Studio	$405,000
1 bedroom	$481,000
2 bedroom	$711,000
3 bedroom	$1,070,000
4 bedroom	$1,429,000

Adjusted Annual based on CPI

FEE IN LIEU - 10%
CALCULATIONS ARE FOR ILLUSTRATIVE PURPOSES ONLY

AMI = Area Median Income

Ann Arbor, MI Model	10% Units	10% Units	10% Units
	50% AMI	60% AMI	80% AMI
Fee Rate:	$170 per sq. ft	$143 per sq. ft.	$87 per sq. ft.
233 Abbot	$2,390,200.00	$2,010,580.00	$1,223,220.00
205 E. Grand River Ave.	$3,008,320.00	$2,530,528.00	$1,539,552.00
918 E. Grand River Ave.	$3,242,750.00	$2,727,725.00	$1,659,525.00

***Fee is based on the affordability gap calculation using prior calendar year home sales of 2,000 sq. ft. or less, avg. sq. ft., 30% household income and AMI .**

Columbus, OH Model	Option #1	Fee Per Unit
	10% Units	$40,165.21
233 Abbot	$787,238.12	
205 E. Grand River Ave.	$1,096,510.23	
918 E. Grand River Ave.	$1,393,732.79	

***Each August 1, the fee is updated by the percentage increase in CIP-U (U.S. City Average, all Items, Not Seasonally Adjusted) plus 5 percentage points.**

Borough of State College, PA Model	10% Units	Fee Per Unit
		$159,585.00
233 Abbot	$3,127,866.00	
205 E. Grand River Ave.	$4,356,670.50	
918 E. Grand River Ave.	$5,537,599.50	

04/03/26 Update: Fee is set annually based on actual construction cost of a unit and land costs
Housing Costs: 129,000; land $30,585

Iowa City, IA Model	10% Units	Fee Per Unit
		$113,065.00
233 Abbot	$2,216,074.00	
205 E. Grand River Ave.	$3,086,674.50	
918 E. Grand River Ave.	$3,923,355.50	

*** Fee in lieu methodology compares the financial value of a 100% market-rate development to that of a development with 10% affordable units. The difference in value between the two scenarios is the basis of the fee. The fee is updated biennially using current market data.**

Bloomington, IN Model	10% Bedrooms	10% Bedrooms
Fee Per Bedroom	$20,000.00	$50,000.00
233 Abbot	$960,000.00	$2,400,000.00
205 E. Grand River Ave.	$1,100,000.00	$2,750,000.00
918 E. Grand River Ave.	$1,080,000.00	$2,700,000.00

Fee is $20,000 but is expect to increase soon; potentially up to $50,000

Ann Arbor, MI

Management of Fee In Lieu

The Ann Arbor Affordable Housing Fund is a dedicated special revenue account managed by the City and used exclusively to support affordable housing initiatives. Project applications are made available through the Washtenaw County Office of Community & Economic Development (OCED). OCED staff review submitted materials and present their findings to the Housing & Human Services Advisory Board (HHSAB). The HHSAB then forwards recommended projects to City Council for final consideration.

Success of the Fee In Lieu

Between 2023 and 2025, Ann Arbor collected $18.5 million in fee-in-lieu payments. We are currently awaiting a response from City staff regarding how these funds have been allocated. The staff members who can provide this information have been out of the office. Once we receive their update, we will revise the report accordingly.

Columbus, Ohio

Management of Fee in Lieu Funds

The Fee-in-Lieu program, established in 2018, has generated approximately $9 million to date. These funds are administered by the City and used to support the operation of a homebuyer down-payment assistance program.

Success of the Fee In Lieu Program

An annual report is released each September to document program performance. In Program Year 2024, projects utilizing the Fee-in-Lieu option contributed a total of $2,024,280.

Iowa City, IA

Management of Fee In Lieu

The Fee-in-Lieu program, established in 2016, has generated approximately $5.8 million to date. These funds are administered by the City and are designated to support the development of affordable housing within the Riverfront Crossings area.

Success of the Fee In Lieu

Three projects, representing nearly 600 housing units, opted to use the Fee-in-Lieu option. The City explored investing these funds in a Low-Income Housing Tax Credit (LIHTC) development within the Riverfront Crossings area; however, that opportunity is no longer expected to proceed. The City remains committed to directing the collected fees toward the creation of new housing units with long-term affordability.

Bloomington, IN

Management of Fee In Lieu

The Bloomington Housing Development Fund (HDF) is administered by the Department of Housing and Neighborhood Development (HAND). The fund was established to expand the supply of safe, affordable housing for Bloomington residents earning up to 120% of the area median income, with monthly rental costs set at no less than 20% of household income. The HDF provides low-cost loans and grants to support the development of affordable housing.

Success of the Fee In Lieu

We are currently awaiting a response from City of Bloomington staff, who have been out of the office. Once we receive the necessary information, we will update the report.

Borough of State College, PA

Management of Fee In Lieu

The Fee-in-Lieu program, established in 2011 to advance the Borough of State College's mission of expanding housing opportunities, has generated $4,989,275 through 2022 and has expended $2,905,421 to date, with an additional $3,800,860 anticipated from two pending projects.

Success of the Fee In Lieu

A total of $2,905,215 has been expended, resulting in the creation of 30 units, 10 rental units and 20 first-time homebuyer units. Private-sector developers have produced an additional 29 units through the use of Fee-in-Lieu contributions.

Planning Commission

AGENDA ITEM REPORT

To: Planning Commission

Subject: Consideration of Ordinance 1559, which would amend Sec. 50-94 of the Zoning Ordinance, which defines a diverse housing requirement in downtown East Lansing. The amendment would allow for a fee to be paid in lieu of meeting the requirement, define a formula for that fee, and allow for the transfer of diverse housing credits from areas outside of downtown.

Meeting: Planning Commission - 08 April 2026

Department: Planning, Building, and Housing

Staff Contact: Landon Bartley, Principal Planner

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AGENDA ITEM REPORT
FOR REFERENCE

BACKGROUND INFORMATION:

Proposed ordinance 1559 would modify the City's downtown diverse housing requirement.

City Council introduced and referred to the Planning Commission the attached ordinance on February 17, 2026. The Planning Commission will now hold a public hearing for the proposed ordinance, then vote on a recommendation for action by Council. Following the Planning Commission's recommendation, City Council will schedule another public hearing, then hold that public hearing, then make a decision to adopt or deny the proposed ordinance.

Video of Council's February 17, 2026 discussion (Agenda Item 5.1)

There was some discussion as to whether the following are appropriate:

- A fee based on 50% AMI vs. higher AMI (such as **80%**). Using a higher AMI would result in a lower per-square-foot rate.
- A ratio of less than 2:1 for transferring credits from outside of downtown (consider lower, such as 1.1:1 or **1.2:1**)
- Considering a different base diverse housing requirement or with different boundaries. One councilmember suggested **10%** rather than 25%. There has also been some discussion about changing the area in which the requirement applies. Particularly if the requirement is reduced from 25%, it may make sense to expand the area in which diverse housing is required.

At Council's request, Planning staff reported back on the Commission's March 25 discussion at the Council meeting on April 7. Councilmembers discussed options at some length and requested recommendations from the Planning Commission and Planning staff.

Background

Ordinance 1384 was adopted in November 2016, and amended the Zoning Ordinance by establishing a diverse housing requirement in certain areas of downtown East Lansing.

The diverse housing requirement in Section 50-94 requires that 25% of units for any proposed multi-family residential development within the core downtown area of East Lansing (specifically those properties within the DDA district west of Collingwood Avenue) be owner-occupied, priced to be affordable for low-moderate income residents, restricted to residents aged 55 or older, or some other way of increasing the diversity of housing types within downtown. There is also a mechanism which allows one development with a number of units **exceeding** the minimum 25% requirement to transfer, on a per-unit basis, credit for their units to a different project which would not otherwise meet this requirement.

Early in 2025, a prospective developer spoke with Councilmembers and the City Manager about their interest to construct a new building in downtown East Lansing which would be subject to that diverse housing requirement. However, that developer had concerns about their projects viability if they were to provide the diverse housing units on site, and requested alternative methods of meeting the requirement, including fee-in-lieu.

City Manager Robert Belleman sent a memorandum to the Planning Commission in July 2025 which discussed potential alternative pathways to compliance, including a fee-in-lieu program. The Planning Commission discussed these suggestions at length, and ultimately suggested consideration by Council of all five options, as well as four more brought by staff. Council discussed those options at length, and in October 2025 directed staff to develop a proposal for a **fee-in-lieu program** and to allow **transfer of credits from projects outside downtown**.

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Fee-In-Lieu Program

The proposed fee-in-lieu program establishes a fee that would be paid by the developer instead of providing diverse housing units on site.

The fee would be calculated based on the "affordability gap." The affordability gap is the difference between the market price (average sale price of a single-family house with fewer than 2,000 floor area AND sold in the City during the previous calendar year), and an affordable price (that which could be afforded by a very low-income - 50% AMI - family of four). This affordability gap, once determined, is then used to calculate a fee in lieu for the purposes of diverse housing.

Accounting consultant Maner Costerisan performed an audit to determine the fees that would have been assessed to The Abbot, The Hub, and The Landmark.

In their report to determining the proposed fee, Maner Costerisan found that **184** single-family houses of 2,000 sq. ft. or less were sold in the City of East Lansing during calendar year 2025. The average sales price for those houses was **$213 per square foot** (psf), and the average size of those houses was **1,410** square feet. This equates to market price of **$300,330**.

In 2025, a family of three (3) equal to 50% of the Area Median Income had an annual income of **$45,350**, according to the U.S. Department of Housing and Urban Development (HUD). Using up to 30% of that income to cover housing costs (the general benchmark used to determine if housing is considered "affordable"), that family could afford a house with a price of **$60,217**.

The difference between the market price (**$300,330**) and affordable price for a 50% AMI family of four (**$60,217**) is **$240,113**. This is then divided by the number of square feet of the average single-family home sold in the previous calendar year (**1,410**).

$240,113 / 1,410 = **$170** per square foot.

This fee would be paid on a per-square-foot basis which would be calculated based on 25% of the total square footage of residential space in the proposed building.

The analysis was also performed using 60% and 80% AMI data for comparison purposes. 60% AMI equates to an annual income of $54,420 for a family of three, and 80% AMI equates to an income of $72,600. If the fee-in-lieu were to be adjusted for 60% AMI, it would be **$143** per square foot. For 80% AMI, it would be **$87** per square foot.

Maner Costerisan considered how employing a fee in lieu of providing diverse housing units on site would have affected three recent development projects: The Abbot (100 W. Grand River *aka* 233 Abbot), The Landmark (205 E. Grand River), and The HUB (918 E. Grand River).

At its March 25 meeting, the Planning Commission expressed general agreement with using the affordability gap method proposed by City staff, which is similar to Ann Arbor's approach. This method determines the gap between the average home sale price in the previous year compared to the ability of a prospective homeowner with an income lower than that of the area median income (AMI).

Ordinance 1559 as introduced would set a Fee In Lieu based on a prospective homeowner with an income of **50%** of AMI. This level is considered "very low income" and is lower than the 80% AMI (low- to moderate-income) typically used for housing incentives or assistance.

The 80% AMI figure can be found online at https://www.cityofeastlansing.com/253/HUD-Income-Qualifications, broken down by number of people within the household.

Calculating the affordability gap for 50% AMI pricing for a 25% diverse housing requirement, the Fee would be set at $170 per sq. ft. of residential floor area in the proposed project, which Planning Commissioners generally considered to be too high.

However, there was also interest in reducing the diverse housing requirement altogether, echoing Councilmember Whelan's comments at the March 17 Council meeting. Specifically, a reduction of the requirement from 25% to 10% was considered. Should the requirement be reduced, the per-square-foot rate may stay the same but apply to a smaller area of the building.

Table 1 below shows what three large projects constructed in East Lansing in the last ten years *would have* paid for a Fee in Lieu, for 25% of units/residential space. Comparisons are provided for 50%, 60%, and 80% AMI. This is the same table that was previously presented to Planning Commission and Council for discussion. If the diverse housing requirement is maintained at 25%, staff recommends using the 80% AMI to calculate the fee (which results in $87 psf).

Table 1. Hypothetical Fee in Lieu with current 25% requirement.

	50% AMI ($170 psf)	**60% AMI** ($143 psf)	**80% AMI** ($87 psf)
The Abbot	$5,855,990	$4,925,921	$2,996,889
The Landmark	$7,332,780	$6,168,162	$3,752,658
The HUB	$8,037,388	$6,760,861	$4,113,251
Total	**$21,226,158**	**$17,854,944**	**$10,862,798**

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Table 2 considers the amount paid in this scenario if the requirement were to be reduced from 25% to 10%. If this is done, staff recommends using 50% AMI to calculate the fee (which results in a higher psf rate but fewer square feet to which the rate applies).

Table 2. Hypothetical Fee In Lieu with reduced 10% requirement

	50% AMI ($170 psf)	**60% AMI** ($143 psf)	**80% AMI** ($87 psf)
The Abbot	$2,342,396	$1,970,368	$1,198,756
The Landmark	$2,933,112	$2,467,265	$1,501,063
The HUB	$3,214,955	$2,704,344	$1,645,300
Total	**$8,490,463**	**$7,141,978**	**$4,345,119**

Should a Fee-In-Lieu be implemented, it may be worth considering how the fee could affect the viability of a development project, how the fee would be absorbed/passed along, and the purposes for which funds received would be used.

One developer suggested reducing the fee by an amount or percentage as an incentive for providing specific community needs or amenities. Such amenities could include:
- LEED certification of the building
- Use of mass timber for a majority of building materials
- Providing low-cost or free car-share on site
- Providing tenants with annual transit passes
- Providing a green roof, green wall, or similar
- Providing additional off-site community amenities

This approach is similar to Ann Arbor's, in which the Council theoretically decides upon a fee-in-lieu formula on an annual basis based on market conditions and needs at that time.

Staff reviewed approaches used in several other communities, including Columbus, OH; Iowa City, IA; Bloomington, IN; and Evanston, IL. Each of these jurisdictions applies a fee structure based on either a per-unit or per-bedroom methodology. The Borough of State College, PA bases its fee on actual construction costs, and staff has also considered whether such an approach could be appropriate in East Lansing.

At the March 25 meeting, the Planning Commission requested information about those communities' programs, including how it is managed and whether it is considered to have been successful. This analysis has been completed and is included as an attachment to this agenda item report (**"College Town Fee-in-Lieu Analysis"**).

That attachment includes a spreadsheet showing the fees that *would have been* assessed to The Abbot, The Hub, and The Landmark using the methodologies utilized by the different jurisdictions, as well as more details about each program's management and metrics for success.

The calculations and methodology and are intended to demonstrate how various methodologies could be applied using the three past projects as examples, based on the available information regarding the fee-in-lieu.

Staff looked at several other cities as well, for comparison purposes.

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Minneapolis, MN uses a different approach, assessing fees based on the net residential area, with a different per net residential area sq. ft. fee for buildings up to seven stories and buildings eight stories or taller.

Seattle, WA administers a Mandatory Housing Affordability (MHA) program that requires most commercial, residential, and live-work developments to contribute to affordable housing. Developers may either include affordable units within their projects or pay a fee into a dedicated housing fund. Fees are calculated using a dollar per sq. ft. rate that varies by zoning.

Eugene, OR uses a Construction Excise Tax set at 0.5% of the value of permitted work for improvements that create a new structure, add square footage to an existing structure, or add new living space.

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Finally, the Commission should consider, and seek to recommend to Council:

1. Preferred methods to regularly revisit the Fee-In-Lieu formula to respond to changes to the Consumer Price Index (CPI) and other market conditions,
2. Appropriate metrics of success for an East Lansing program,
3. How funds received through the Fee-In-Lieu program would be managed and disbursed.

Transfer of Credits from Other Developments

Section 50-94(b)(4)(e) provides a mechanism which allows one development with a number of units **exceeding** the minimum 25% requirement to transfer, on a per-unit basis, credit for their units to a different project which would not otherwise meet this requirement. A development could send their credits to another development project which would receive those credits.

Under the current regulations, both "sender" and "receiver" projects must be located within the diverse housing requirement area (the DDA area west of Collingwood Rd.). Proposed new subsection 50-94(b)(4)(e)iii. would change this.

Staff's initial recommendation was to allow transfers from any property zoned B2 (Retail Sales Business) or EV (East Village). This was done to support adaptive residential reuse of vacant upper-story space in those districts, as upper-story residential uses are now permitted by right in all business districts following a zoning amendment in late 2024 (Ordinance 1536). Mixed uses such as this tend to have reduced parking and traffic impacts since use of those facilities gets spread across the day more, vs. more pronounced peak times for a single-use property.

There was discussion among the Planning Commission about including RM32 (City Center Multiple Family Residential), RM54 (University-Oriented Multiple-Family Residential) or others. For the Planning Commission's April 8 meeting, staff is providing individual maps showing only those parcels with specific zoning, so the Commission can more easily understand the effects of expanding the sending area. Staff has provided individual maps of all B (Business) and R (Residential) zone districts at the end of this agenda item.

There was some discussion about a coefficient that would be applied to the number of credits which would provide some sort of *disincentive* to sending credits from outside of the diverse housing area. If that coefficient were 1.2, for example, units constructed outside of the diverse housing area would count 20% less than those constructed within that area.

This proposed coefficient was intended to reduce the potential for sprawl in areas of the City further from downtown, and also to recognize increased costs of development in downtown. However, some commissioners expressed a general *lack* of interest in adding such a coefficient. Should the overall diverse housing requirement be reduced, it may be worth revisiting, or reconsidering, this approach.

Current Process

The Planning Commission held a public hearing for the proposed ordinance on March 25, 2026 and received one comment in general favor of the proposed changes (in general public comment, item 5.2) or removing the diverse housing requirement altogether.

After the Planning Commission's public hearing and recommendation, this Ordinance would return to Council, which would schedule its own public hearing. After hosting that public hearing, Council would then vote to approve or deny the proposed text amendment.

For the current discussion, staff requests that the Planning Commission discuss the proposed ordinance in detail and determine if changes to the ordinance as introduced are warranted. The Planning Commission may choose to vote on a recommendation to City Council, or if additional information is needed in order to make such a recommendation, may postpone the item to a future meeting.

If the Commission determines it is ready to make a recommendation, a sample motion is provided below for convenience. Any proposed amendments to the ordinance as introduced should be clearly stated within the motion.

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FINANCIAL IMPACT:

It is very difficult to estimate the financial impact of adopting this ordinance. Creating two alternatives to providing diverse units on site could facilitate additional development in downtown East Lansing. Making one such alternative a fee in lieu of units would bring in an indeterminate amount of funds that could be substantial (around $8 million in one example). Additional costs should be expected associated with managing and administering such funds, as well as tracking compliance with the conditions that allowed for payment of the fee in lieu of providing units.

STRATEGIC PRIORITIES:

This proposal is responsive to two of East Lansing's strategic priorities:
Goal 3: Remain a responsive municipality by ensuring local laws and policies are relevant and increase input from all stakeholders.
Goal 9: To increase housing options and affordability by constructing 1,100 housing units over five years.

RECOMMENDATION:

Sample Motion

I move to recommend the City Council (adopt*or* not adopt) Ordinance 1559, which would amend Sec. 50-94 of Chapter 50 of the City Code - Zoning - to allow for a fee to be paid in lieu of meeting the diverse housing requirement in areas of downtown East Lansing, define a formula for that fee, and allow for the transfer of diverse housing credits from areas outside of downtown, for the following reasons:

Fee-in – Lieu Calculation

Prepared for:

City of East Lansing

February 11, 2026

Maner Costerisan

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Project Overview

The City of East Lansing requested an illustrative analysis to evaluate how an affordable housing payment in lieu of construction might have applied to several previously approved development projects if a policy similar to the City of Ann Arbor's Planned Unit Development affordability framework had been in place at the time of approval. A payment in lieu is a monetary contribution made by a developer in place of constructing required affordable housing units on site, with funds typically dedicated to a local affordable housing fund to support the development or preservation of affordable housing.

The City identified three older projects as test cases: 233 Abbot, 205 E Grand River Avenue, and 918 E Grand River Avenue. These projects were selected to understand, on a retrospective basis, what the magnitude of a payment in lieu could have been if an affordability requirement existed and if the developers had elected to satisfy that requirement through a monetary contribution rather than constructing affordable units on site.

The intent of this exercise is illustrative only. It does not imply that these projects were subject to such a requirement, nor does it attempt to retroactively apply a policy. Instead, the analysis is intended to demonstrate how an Ann Arbor style affordability gap methodology functions when applied to East Lansing conditions and to provide context for the potential scale of a payment in lieu under current housing market, income, tax, and interest rate assumptions.

The sections that follow describe the data sources, assumptions, and step by step calculations used to estimate the affordability gap that would form the basis for a payment in lieu calculation under this framework.

Definitions and Data Sources

This analysis relies on a defined set of terms and publicly available data sources to ensure transparency and repeatability. The definitions below establish how key values are used throughout the calculation and identify the source of each input.

Key Definitions

Market Price (A)
Market price represents the estimated sale price of a typical market-rate single-family home in East Lansing. For purposes of this analysis, the market price is calculated using the sales data from the City of East Lansing and uses median sale price per square foot multiplied by the median home size for homes under 2,000 square feet. This approach mirrors the structure used in the City of Ann Arbor's methodology and normalizes for variation in unit size.

Affordable Price (B)
Affordable price represents the maximum home price that a target household can afford based on income, standard housing affordability thresholds, and typical ownership costs. The affordable price is derived from HUD income limits and assumes a household is not cost burdened when total housing costs, including mortgage principal and interest, property taxes, and homeowners insurance, do not exceed 30 percent of gross household income.

Affordability Gap = A-B
The affordability gap is defined as the difference between the market price and the affordable price. This value represents the subsidy required to bridge the gap between market housing and housing affordable to the target household. This gap is later converted to a per square foot amount when calculating a payment in lieu.

Data Sources

Income Limits
The analysis evaluates housing affordability for a three person household at 50 percent of Area Median Income, consistent with the income thresholds used in Ann Arbor's adopted policy framework. Household income limits were sourced from the U.S. Department of Housing and Urban Development HOME Income Limits for Fiscal Year 2025. The Lansing–East Lansing area 50 percent income limit for a three person household was used.

Housing Market Data
Market price inputs were provided by the City of East Lansing Assessor and are based on residential sales data for single family homes under 2,000 square feet sold in 2025. The analysis used the median sale price per square foot and the median home size from this dataset to estimate a representative market price.

Property Tax Data
Property taxes were estimated using the total PRE millage rate applicable to residential property located in the City of East Lansing, Ingham County, and the East Lansing School District in effect at the time of the analysis. Taxable value was approximated at one half of market value for purposes of estimating annual property tax obligations.

Insurance Assumptions

Homeowners insurance costs were assumed for purposes of this analysis due to the absence of project specific insurance data. An annual insurance amount of $2,000 was used as a planning assumption and applied consistently across the analysis.

Financing Assumptions

Mortgage calculations assume a 30 year fixed rate loan with a 6.22 % percent interest rate and a five percent down payment. The interest rate assumption reflects current market conditions and differs from the lower rates in place when Ann Arbor originally adopted its policy.

Transition to Methodology

The following section applies these definitions and data sources to a step by step calculation of the affordability gap, beginning with the determination of the market price and proceeding through the calculation of the maximum affordable home price for the target household.

Methodology and Calculations

Market Price Calculation (A)

The first step in estimating the affordability gap is determining a representative market price for a typical single family home in East Lansing. Consistent with the Ann Arbor framework, the market price is intended to reflect prevailing conditions for homes under 2,000 square feet rather than higher priced or larger homes that may skew averages.

Market price inputs were provided by the City of East Lansing Assessor and are based on residential sales data for single family homes under 2,000 square feet sold in 2025 (184 homes) . Two summary statistics from this dataset were used:

- Median sale price per square foot
- Median home size in square feet

Using these median values normalizes the estimate for unit size and reduces the influence of outliers.

The market price was calculated as follows:

Market Price (A) = Median Price per Square Foot × Median Home Size

Based on the assessor data:

- Median price per square foot: $213
- Median home size: 1,410 square feet

Applying the formula:

300,330 = 1,410 x 213

Market Price (A): **$300,330**

This value represents a typical market rate single family home in East Lansing within the size threshold used for the analysis and serves as the market benchmark for calculating the affordability gap.

Affordable Price Calculation (B)

The following section calculates the maximum affordable home price for the target household by applying HUD affordability standards and subtracting non-mortgage ownership costs from the household's total housing budget. The resulting affordable price represents the maximum purchase price a three person household at 50 percent of Area Median Income could afford under current East Lansing conditions.

Income and Affordability Standard

Affordable housing capacity was evaluated for a three person household at 50 percent of Area Median Income using HUD HOME Income Limits for Fiscal Year 2025 for the Lansing–East Lansing area. At this income level, the household's gross annual income is $45,350[1].

Consistent with HUD's commonly used affordability threshold and the methodology adopted by the City of Ann Arbor, housing costs were limited to 30 percent of gross household income. Applying this standard results in a maximum annual housing budget of:

$$45{,}350 \times 30\,\% = 13{,}605$$

Non Mortgage Ownership Costs

Non-mortgage ownership costs were deducted from the total housing budget to determine the amount available for mortgage principal and interest.

Property taxes were estimated using the total principal residence exemption millage rate applicable to residential property located in the City of East Lansing, and the East Lansing School District (49.234 mills). Taxable value was one half of market value for purposes of estimating annual property tax obligations ($150,165). Based on these assumptions, annual property taxes were estimated at $7,392.

Homeowners insurance costs were assumed for purposes of this analysis due to the absence of project specific insurance data. An annual insurance amount of $2,000 was applied for the analysis.

Total non-mortgage ownership costs were therefore calculated as:

$$7{,}392 + 2{,}000 = 9{,}392$$

[1] Calculations were also performed at 60 percent and 80 percent of Area Median Income, equal to $54,420 and $72,600.

Mortgage Payment Capacity

The amount remaining after deducting non-mortgage ownership costs represents the maximum mortgage payment capacity available for principal and interest.

13,605 – 9392 = 4,213

- Maximum annual mortgage payment (principal and interest): $4,213
- Maximum monthly mortgage payment (principal and interest): $351.11

This value represents the maximum monthly payment the target household could afford toward mortgage principal and interest.

Affordable Home Price

The maximum affordable home price was calculated by converting the monthly mortgage payment capacity into a mortgage loan amount and then adjusting for a standard down payment assumption.
Mortgage financing assumptions were as follows:

Fixed interest rate: 6.22 percent

Loan term: 30 years

Down payment: 5 percent

Based on these assumptions, a monthly mortgage payment of $351 supports a maximum mortgage loan amount of approximately $57,206. Assuming a 5 percent down payment, the corresponding affordable home price was calculated as:

$$\$57,206 \div 0.95 = \$60,217$$

Affordable Home Price (B): **$60,217**

This value represents the maximum home purchase price affordable to the target household under the assumptions used in this analysis.

Affordability Gap Calculation (A-B)

The affordability gap represents the difference between the prevailing market price of housing and the maximum home price affordable to the target household under the assumptions described in the prior sections. This gap reflects the amount of subsidy required to bridge the difference between market housing costs and housing affordable to a three person household at 50 percent of Area Median Income.

Affordability Gap Calculation

The affordability gap was calculated as the difference between the representative market price and the affordable home price.

- Market Price (A): $300,330
- Affordable Home Price (B): $60,217

Affordability Gap = A - B

300,330 – 60,217 = 240,113

Affordability Gap: **$240,113**

This value represents the estimated subsidy required to make a typical market rate home affordable to the target household under current East Lansing housing market, tax, insurance, and financing conditions.

Conversion to Per Square Foot Fee

The affordability gap was converted to a per square foot fee by dividing the gap by the median home size used in the market price calculation.

- Affordability Gap: $240,113
- Median Home Size: 1,410 square feet

240,113 ÷ 1,410 = 170

Fee Rate: **$170 per square foot**

This fee rate represents the estimated contribution required per square foot of residential floor area to offset the affordability gap under the assumptions used in this analysis.

Conversion to Per Square Foot Fee – alternatives.

To provide additional context, the analysis was also performed at 60 percent and 80 percent of Area Median Income, corresponding to incomes of $54,420 and $72,600.

Fee Rate using 50% AMI: **$170 per square foot**

Fee Rate using 60% AMI: **$143 per square foot**

Fee Rate using 80% AMI: **$87 per square foot**

Application to Selected Development Projects

Under the Ann Arbor approach, a payment in lieu is made in place of constructing required affordable housing units and is calculated based on the number of affordable units required and the average size of residential units within the project. The fee is not applied to all residential units, nor does it require identification of specific affordable units. Instead, it reflects the obligation associated with the affordable housing requirement itself.

(Required Affordable Units)×(Average Unit Size)×(Fee per Square Foot)

The following section applies this methodology to the selected test projects to estimate the magnitude of a payment in lieu under this framework.

Application to Selected Projects

This section applies the affordability gap fee calculation to selected previously approved East Lansing development projects to estimate the magnitude of a payment in lieu under the assumed framework.

For each project, the payment in lieu was calculated using three inputs:

1. Total residential unit count
2. Average residential unit size
3. Required affordable housing percentage

The fee was applied only to the affordable housing obligation (additional 25%) , not to all residential units.

Calculation Steps

For each project, the following steps were used.

Step 1. Determine Total Units

Total residential units were calculated as the sum of all dwelling units in the project.

Step 2. Calculate Average Unit Size

Average unit size was calculated as:

Average Unit Size = Total Square footage for all units ÷ Total Units

Step 3. Determine Required Affordable Units

The number of required affordable units was calculated as:

Required Affordable Units = Total Units × Affordable Housing Percentage (25%)

Where the affordable housing percentage reflects the assumed requirement associated with additional development rights. Fractional units were retained for calculation purposes and not rounded.

Step 4. Calculate Payment in Lieu

The payment in lieu was calculated as:

(Required Affordable Units) × (Average Unit Size) × ($ 170 per square foot)

Example Application: 233 Abbot Road (The Abbot)

For the 233 Abbot Road project, unit mix data provided by the City was used to calculate total residential square footage and total unit count.

- Total residential square footage: 137,700 square feet
- Total residential units: 196

Average unit size:

$$137{,}700 \div 196 = 703 \text{ square feet}$$

Using an assumed 25 percent affordable housing requirement, the required number of affordable units was calculated as:

$$196 \times 25\% = 49.0 \text{ units}$$

Applying the per square foot fee:

$$49.0 \times 703 \times 170 = \text{Estimated Payment in Lieu}$$

Estimated Payment in Lieu = $5,855,990[2]

[2] At 60 percent and 80 percent of Area Median Income, the estimated payment in lieu equals $4,925,921 and $2,996,889, respectively.

Example Application: 205 E. Grand River (Landmark)

For the 205 E Grand River project, unit mix data provided by the City was used to calculate total residential square footage and total unit count.

- Total residential square footage: 172,423 square feet
- Total residential units: 273

Average unit size:

$$172{,}423 \div 273 = 632 \text{ square feet}$$

Using an assumed 25 percent affordable housing requirement, the required number of affordable units was calculated as:

$$273 \times 25\% = 68.25 \text{ units}$$

Applying the per square foot fee:

$$68.25 \times 632 \times 170 = \text{Estimated Payment in Lieu}$$

Estimated Payment in Lieu = $7,332,780[3]

[3] At 60 percent and 80 percent of Area Median Income, the estimated payment in lieu equals $6,168,162 and $3,752,658, respectively.

Example Application: 918 E Grand River (The HUB)

For the 918 E Grand River project, unit mix data provided by the City was used to calculate total residential square footage and total unit count.

- Total residential square footage: 189,002 square feet
- Total residential units: 347

Average unit size:

189,002 ÷ 347= 545 square feet

Using an assumed 25 percent affordable housing requirement, the required number of affordable units was calculated as:

347 × 25% = 86.75 units

Applying the per square foot fee:

86.75 × 545 × 170 = Estimated Payment in Lieu

Estimated Payment in Lieu = $8,037,388[4]

Example: Summary Table

	50% AMI	60% AMI	80% AMI
233 Abbot Road	$5,855,990	$4,925,921	$2,996,889
205 E. Grand River	$7,332,780	$6,168,162	$3,752,658
918 E Grand River	$8,037,388	$6,760,861	$4,113,251
Total	$21,226,158	$17,854,944	$10,862,798

[4] At 60 percent and 80 percent of Area Median Income, the estimated payment in lieu equals $6,760,861 and $4,113,251, respectively.

Appendix A – Calculation Worksheet

A = market price (from your per-sf data × median size)
B = affordable price (from AMI assumptions) **(the maxim home price a trage household can afford**
A – B = affordability gap
Fee rate ($/sf) = (A – B) ÷ 1,410

Market Price Calculation (A)

2025 Median Market Rate price for single- famly home <2000 sf

Median Price per SF		x		Median home size		=	
213				1,410		$	300,330

Affordable Price Calculation (B)

Income and Affordablity

2025 Income Limit		x		HUD housing affordability		=	
$	45,350			0.3		**$**	**13,605**

Non Mortgage Ownership Costs

Taxes (EL PRE - EL schools)			Insurance			
$	7,392	+	$	2,000	=	$ 9,392

Mortage Payment Capacity

Income and Affordablity	$ 13,605	Non Mortgage Ownership Costs	=	$ 4,213
		Converted to Monthly Payment		351.11

Affordable Home Price

Maximum Mortgage Loan Amount (Present value of the monthly payment based on the loan interest rate and term) $57,205.71

Maxium Mortage Loan Amount		÷	Down payment			
$57,205.71			0.95		=	$ 60,217

Affordability Gap Calculation (A-B)

Market Price		-	Affordable Home Price		=	
$	300,330		$	60,217		$ 240,113

Fee per square foot

Afforedabltiy Gap		÷	Sqaure Feet		=	
$	240,113			1,410		170.00

Inputs

Millage Rate	49.2234
Loan rate	0.0622
term	30

Appendix B - Residential Sales

Parcel Number	Sale Date	Adj. Sale $	Class	Occupancy	Floor Area	SP/SF FLR AREA
33-20-01-12-214-238	04/17/25	$105,000	407	Single Family	1,061	$99
33-20-01-24-120-011	08/08/25	$170,000	401	Single Family	1,644	$103
33-20-01-01-304-122	08/19/25	$135,000	407	Single Family	1,240	$109
33-20-01-12-113-022	03/10/25	$138,800	401	Single Family	1,210	$115
33-20-02-07-215-103	01/24/25	$179,900	407	Single Family	1,462	$123
33-20-01-12-214-215	03/13/25	$120,000	407	Single Family	972	$123
33-20-02-08-175-009	07/08/25	$220,000	401	Single Family	1,710	$129
33-20-01-12-214-217	04/25/25	$126,000	407	Single Family	972	$130
33-20-02-07-215-127	02/03/25	$174,400	407	Single Family	1,312	$133
33-20-01-01-304-139	04/02/25	$149,000	407	Single Family	1,088	$137
33-20-02-18-406-017	06/04/25	$230,000	401	Single Family	1,674	$137
33-20-01-12-214-202	04/11/25	$100,000	407	Single Family	720	$139
33-20-01-13-107-011	04/01/25	$280,000	401	Single Family	2,000	$140
33-20-01-12-214-248	02/24/25	$110,000	407	Single Family	738	$149
33-20-02-07-215-111	01/22/25	$182,890	407	Single Family	1,224	$149
33-20-01-13-109-158	03/13/25	$210,000	407	Single Family	1,387	$151
33-20-01-13-113-015	07/01/25	$300,000	401	Single Family	1,977	$152
33-20-01-12-321-071	09/05/25	$255,000	407	Single Family	1,664	$153
33-20-02-17-108-010	02/07/25	$250,000	401	Single Family	1,617	$155
33-20-02-17-103-123	06/09/25	$215,000	407	Single Family	1,360	$158
33-20-01-12-321-015	08/04/25	$206,000	407	Single Family	1,300	$158

33-20-02-08-301-018	06/16/25	$164,900	401	Single Family	1,040	$159
33-20-01-12-206-014	01/21/25	$285,000	401	Single Family	1,776	$160
33-20-01-12-214-130	04/02/25	$205,000	407	Single Family	1,274	$161
33-20-01-12-403-231	02/28/25	$159,000	407	Single Family	987	$161
33-20-01-01-315-022	03/03/25	$310,000	401	Single Family	1,919	$162
33-20-01-13-116-017	05/12/25	$305,000	401	Single Family	1,876	$163
33-20-02-17-117-009	04/28/25	$216,000	401	Single Family	1,324	$163
33-20-01-13-204-019	06/06/25	$245,000	401	Single Family	1,483	$165
33-20-01-24-103-018	06/30/25	$256,000	401	Single Family	1,544	$166
33-20-02-17-103-133	08/28/25	$214,900	407	Single Family	1,290	$167
33-20-01-13-219-018	07/17/25	$180,000	401	Single Family	1,074	$168
33-20-01-12-320-008	01/22/25	$245,000	407	Single Family	1,444	$170
33-20-01-12-322-002	06/10/25	$315,000	401	Single Family	1,848	$170
33-20-01-01-200-106	05/23/25	$324,000	401	Single Family	1,892	$171
33-20-01-12-321-075	06/13/25	$255,000	407	Single Family	1,485	$172
33-20-01-01-315-013	05/23/25	$333,500	401	Single Family	1,916	$174
33-20-01-01-405-001	09/16/25	$284,000	401	Single Family	1,605	$177
33-20-01-11-226-114	09/26/25	$209,000	407	Single Family	1,180	$177
33-20-01-01-315-016	08/28/25	$295,000	401	Single Family	1,659	$178
33-20-01-24-116-014	02/14/25	$309,000	401	Single Family	1,736	$178
33-20-02-07-216-006	05/22/25	$280,000	407	Single Family	1,558	$180
33-20-01-12-202-002	09/05/25	$350,000	401	Single Family	1,944	$180
33-20-02-18-133-012	06/24/25	$285,000	401	Single Family	1,572	$181
33-20-01-13-109-138	09/05/25	$210,000	407	Single Family	1,155	$182

33-20-01-12-214-117	02/12/25	$186,000	407	Single Family	1,020	$182
33-20-01-12-403-218	07/10/25	$196,500	407	Single Family	1,072	$183
33-20-02-07-410-012	05/09/25	$345,000	401	Single Family	1,876	$184
33-20-01-12-213-002	08/08/25	$300,000	401	Single Family	1,626	$185
33-20-02-18-208-009	05/05/25	$335,000	401	Single Family	1,812	$185
33-20-02-08-309-011	07/31/25	$317,000	401	Single Family	1,704	$186
33-20-02-18-217-014	03/28/25	$195,000	401	Single Family	1,048	$186
33-20-01-12-214-135	09/05/25	$190,000	407	Single Family	1,020	$186
33-20-01-01-406-008	07/25/25	$355,000	401	Single Family	1,893	$188
19-20-50-36-102-067	04/10/25	$370,000	407	Single Family	1,969	$188
33-20-02-07-307-012	05/18/25	$375,000	401	Single Family	1,994	$188
33-20-01-12-321-045	09/30/25	$280,000	407	Single Family	1,485	$189
19-20-50-36-102-203	04/16/25	$378,000	407	Single Family	1,969	$192
33-20-01-12-214-111	06/18/25	$196,000	407	Single Family	1,020	$192
19-20-50-36-202-327	05/23/25	$300,000	407	Single Family	1,554	$193
19-20-50-36-203-014	04/28/25	$381,400	407	Single Family	1,962	$194
19-20-50-36-102-001	06/03/25	$370,000	407	Single Family	1,893	$195
33-20-01-24-103-002	02/13/25	$292,000	401	Single Family	1,493	$196
33-20-01-12-321-035	04/23/25	$274,500	407	Single Family	1,401	$196
19-20-50-36-301-015	05/27/25	$280,000	407	Single Family	1,423	$197
33-20-01-01-105-021	06/24/25	$316,000	401	Single Family	1,600	$198
33-20-02-08-402-127	08/05/25	$308,000	407	Single Family	1,559	$198
33-20-02-18-121-016	07/30/25	$369,900	401	Single Family	1,858	$199
33-20-01-12-206-108	08/27/25	$355,500	407	Single Family	1,785	$199

33-20-02-08-309-010	07/11/25	$320,000	401	Single Family	1,604	$200
33-20-01-01-111-112	03/05/25	$280,500	407	Single Family	1,405	$200
33-20-02-07-410-001	07/25/25	$399,900	401	Single Family	1,988	$201
33-20-02-18-119-009	09/02/25	$380,000	401	Single Family	1,878	$202
33-20-01-12-115-002	07/15/25	$384,000	401	Single Family	1,889	$203
33-20-02-18-121-011	02/18/25	$301,000	401	Single Family	1,474	$204
33-20-01-24-103-012	05/23/25	$380,000	401	Single Family	1,849	$206
33-20-01-12-104-014	07/28/25	$228,000	401	Single Family	1,108	$206
33-20-01-12-206-016	05/28/25	$315,000	401	Single Family	1,530	$206
33-20-01-12-419-004	07/08/25	$224,900	401	Single Family	1,090	$206
33-20-02-17-117-017	07/16/25	$247,100	401	Single Family	1,196	$207
33-20-02-18-147-007	06/30/25	$247,000	401	Single Family	1,190	$208
33-20-02-18-160-003	02/27/25	$341,000	401	Single Family	1,638	$208
33-20-01-12-112-022	01/17/25	$250,000	401	Single Family	1,200	$208
33-20-02-18-143-010	09/19/25	$185,500	401	Single Family	888	$209
33-20-02-18-118-005	01/10/25	$343,000	401	Single Family	1,636	$210
33-20-01-13-121-003	07/17/25	$315,000	401	Single Family	1,498	$210
33-20-01-12-419-001	08/22/25	$265,000	401	Single Family	1,260	$210
33-20-02-17-114-010	01/29/25	$250,000	401	Single Family	1,188	$210
33-20-01-13-225-107	04/28/25	$115,000	407	Single Family	542	$212
19-20-50-36-102-162	07/14/25	$360,000	407	Single Family	1,694	$213
33-20-01-12-323-010	07/08/25	$420,000	401	Single Family	1,976	$213
33-20-02-18-205-036	08/01/25	$253,000	401	Single Family	1,190	$213
19-20-50-36-203-047	07/10/25	$315,000	407	Single Family	1,480	$213

33-20-02-17-120-006	04/17/25	$200,000	401	Single Family	934	$214
33-20-02-18-221-015	07/31/25	$165,000	401	Single Family	768	$215
19-20-50-36-202-326	09/25/25	$350,000	407	Single Family	1,624	$216
33-20-02-08-301-001	07/18/25	$219,900	401	Single Family	1,020	$216
33-20-02-18-133-001	06/25/25	$420,000	401	Single Family	1,940	$216
33-20-01-24-104-003	03/24/25	$346,500	401	Single Family	1,600	$217
33-20-01-13-106-005	07/11/25	$310,000	401	Single Family	1,428	$217
33-20-01-12-321-014	04/15/25	$257,500	407	Single Family	1,178	$219
33-20-02-17-109-016	08/08/25	$200,000	401	Single Family	912	$219
19-20-50-36-202-308	01/08/25	$380,000	407	Single Family	1,730	$220
33-20-02-07-315-009	04/25/25	$300,000	401	Single Family	1,363	$220
19-20-50-36-203-019	09/16/25	$339,900	407	Single Family	1,544	$220
19-20-50-36-203-102	04/25/25	$340,000	407	Single Family	1,544	$220
19-20-50-36-301-016	05/16/25	$315,000	407	Single Family	1,424	$221
33-20-01-12-118-012	04/30/25	$304,000	401	Single Family	1,372	$222
33-20-01-12-407-005	07/30/25	$169,000	401	Single Family	760	$222
33-20-01-13-115-023	05/05/25	$324,900	401	Single Family	1,440	$226
33-20-02-18-216-002	08/05/25	$260,000	401	Single Family	1,152	$226
33-20-02-08-303-003	06/30/25	$255,600	401	Single Family	1,132	$226
33-20-02-17-105-012	05/06/25	$250,000	401	Single Family	1,107	$226
33-20-02-07-405-008	07/10/25	$410,000	401	Single Family	1,815	$226
19-20-50-36-203-011	02/28/25	$350,000	407	Single Family	1,544	$227
33-20-02-08-402-121	01/31/25	$348,900	407	Single Family	1,539	$227
33-20-01-01-107-015	09/02/25	$425,000	401	Single Family	1,871	$227

19-20-50-36-301-108	07/07/25	$349,900	407	Single Family	1,539	$227
33-20-02-18-108-007	04/18/25	$321,000	401	Single Family	1,408	$228
33-20-02-07-310-010	05/02/25	$353,000	401	Single Family	1,544	$229
33-20-01-24-103-009	02/13/25	$292,000	401	Single Family	1,277	$229
33-20-01-13-123-005	08/27/25	$327,500	401	Single Family	1,431	$229
33-20-01-12-113-021	04/23/25	$250,000	401	Single Family	1,092	$229
33-20-01-13-125-019	08/29/25	$295,000	401	Single Family	1,288	$229
33-20-01-13-109-102	08/29/25	$137,000	407	Single Family	594	$231
33-20-01-12-412-006	05/07/25	$345,000	401	Single Family	1,492	$231
33-20-01-12-200-042	08/07/25	$365,000	401	Single Family	1,578	$231
33-20-01-13-121-004	06/12/25	$417,500	401	Single Family	1,800	$232
19-20-50-36-301-106	01/14/25	$350,000	407	Single Family	1,500	$233
33-20-02-17-114-005	02/21/25	$260,000	401	Single Family	1,114	$233
33-20-02-18-107-009	09/04/25	$295,000	401	Single Family	1,260	$234
19-20-50-36-102-081	08/25/25	$312,000	407	Single Family	1,328	$235
33-20-02-17-120-004	05/21/25	$215,000	401	Single Family	912	$236
19-20-50-36-203-085	09/29/25	$354,000	407	Single Family	1,500	$236
33-20-01-13-204-018	04/07/25	$332,000	401	Single Family	1,401	$237
33-20-02-08-402-126	09/08/25	$333,900	407	Single Family	1,406	$237
19-20-50-36-203-078	08/01/25	$357,000	407	Single Family	1,500	$238
19-20-50-36-203-039	09/05/25	$316,500	407	Single Family	1,320	$240
19-20-50-36-102-008	07/14/25	$350,000	407	Single Family	1,456	$240
33-20-02-08-402-109	05/02/25	$342,600	407	Single Family	1,406	$244
33-20-02-18-171-132	09/17/25	$290,000	407	Single Family	1,187	$244

33-20-02-18-234-001	02/12/25	$235,000	401	Single Family	956	$246
33-20-01-01-109-006	07/17/25	$435,000	401	Single Family	1,754	$248
33-20-02-18-219-010	08/15/25	$250,000	401	Single Family	1,008	$248
33-20-02-18-108-002	04/18/25	$315,000	401	Single Family	1,270	$248
33-20-01-13-209-006	05/30/25	$465,100	401	Single Family	1,872	$248
33-20-01-12-306-015	08/28/25	$239,000	401	Single Family	960	$249
33-20-01-12-200-044	08/08/25	$479,900	401	Single Family	1,927	$249
33-20-01-13-209-005	07/31/25	$375,000	401	Single Family	1,500	$250
33-20-01-13-206-003	05/08/25	$425,000	401	Single Family	1,691	$251
33-20-02-17-108-011	06/30/25	$191,000	401	Single Family	758	$252
33-20-02-08-402-102	04/30/25	$272,500	407	Single Family	1,070	$255
33-20-01-01-108-008	03/05/25	$457,000	401	Single Family	1,794	$255
33-20-02-07-111-006	07/31/25	$454,000	401	Single Family	1,775	$256
33-20-02-18-164-108	07/21/25	$281,900	407	Single Family	1,099	$257
33-20-02-07-205-011	05/07/25	$475,000	401	Single Family	1,835	$259
33-20-01-12-114-002	05/30/25	$325,900	401	Single Family	1,254	$260
33-20-01-12-410-008	07/25/25	$325,000	401	Single Family	1,240	$262
33-20-01-12-323-009	04/28/25	$430,000	401	Single Family	1,632	$263
33-20-02-18-164-135	05/27/25	$290,000	407	Single Family	1,099	$264
33-20-02-18-203-008	05/13/25	$200,000	401	Single Family	756	$265
33-20-01-13-225-108	03/21/25	$172,000	407	Single Family	650	$265
33-20-02-17-105-011	08/25/25	$275,000	401	Single Family	1,025	$268
33-20-01-13-125-017	08/20/25	$227,000	401	Single Family	844	$269
33-20-02-18-211-005	03/12/25	$196,000	401	Single Family	720	$272

33-20-02-18-107-010	05/28/25	$300,000	401	Single Family	1,100	$273
33-20-02-18-164-136	04/08/25	$392,500	407	Single Family	1,439	$273
33-20-02-18-164-109	05/19/25	$300,000	407	Single Family	1,099	$273
33-20-02-18-164-138	05/13/25	$390,000	407	Single Family	1,412	$276
33-20-01-12-307-001	07/18/25	$235,000	401	Single Family	850	$276
33-20-01-13-227-109	08/15/25	$368,000	407	Town Home	1,330	$277
33-20-02-18-109-009	05/16/25	$485,000	401	Single Family	1,744	$278
33-20-01-12-409-011	07/09/25	$329,900	401	Single Family	1,185	$278
33-20-01-13-105-006	06/13/25	$485,000	401	Single Family	1,739	$279
33-20-02-18-219-013	02/17/25	$229,000	401	Single Family	816	$281
33-20-02-18-105-015	06/25/25	$310,000	401	Single Family	1,100	$282
33-20-02-18-220-002	08/20/25	$150,000	401	Single Family	528	$284
33-20-01-13-227-106	05/06/25	$364,900	407	Town Home	1,280	$285
33-20-01-13-214-004	08/22/25	$325,500	401	Single Family	1,105	$295
33-20-02-07-314-008	07/02/25	$340,000	401	Single Family	1,112	$306
33-20-01-13-119-016	06/30/25	$410,000	401	Single Family	1,299	$316
19-20-50-25-400-101	04/14/25	$565,000	407	Single Family	1,769	$319
33-20-01-13-215-003	06/04/25	$420,000	401	Single Family	1,248	$337
33-20-01-13-112-011	07/10/25	$438,365	401	Single Family	1,225	$358
		$292,987			1,392.84	$212
		$300,000			1,410.00	$213
						$226
						$229

Appendix C- Selected Projects Data

233 Abbot Road (The Abbot)

# of Beds	Unit Type	SQFT	QTY	Total Square Feet
Studio	B1.1	428	26	11,128
Studio	B1.1	428	25	10,700
Studio	B1.2	423	2	846
Studio	B1.3	428	2	856
Studio	B2	384	2	768
Studio	B2.1	411	2	822
Studio	B3	446	1	446
Studio	B3 ada	446	1	446
Studio	B3.1	477	2	954
Studio	B4	414	2	828
1 Bed	C1	676	8	5,408
1 Bed	C1 ada	676	1	676
2 Bed	D1	791	17	13,447
2 Bed	D1 ada	791	1	791
2 Bed	D2	842	9	7,578
2 Bed	D3	874	9	7,866
2 Bed	D4	713	20	14,260
2 Bed	D4.1	715	4	2,860
2 Bed	D5	425	9	3,825
2 Bed	D6	870	9	7,830
3 Bed	E1	1010	27	27,270
3 Bed	E1.1	1055	6	6,330
3 Bed	E1.1 ada	1055	1	1,055
3 Bed	E2	1071	10	10,710
	Total		**196**	**137,700**

Required affordable units (Total units x .25%)		49.00
Avg square feet of units		703
Fee per square foot	$	170
Payment in lieu	$	5,855,990

205 E Grand River (Landmark)

# of Beds	Unit Type	SQFT	QTY	Total Square Feet
Micro	M1	350	10	3,500
Micro	M2	384	21	8,064
Studio	S1	425	10	4,250
Studio	S2	439	30	13,170
Studio	S3	440	10	4,400
1 Bed	A1	512	21	10,752
1 Bed	A2	528	10	5,280
2 Bed	B1	707	11	7,777
2 Bed	B2	724	10	7,240
2 Bed	B3	749	10	7,490
2 bed	B4	789	20	15,780
2 Bed	C1	723	10	7,230
2 Bed	C2	753	10	7,530
2 Bed	C3	771	30	23,130
2 Bed	C4	768	30	23,040
3 Bed	D1	793	30	23,790
		Total	**273**	**172,423**

Required affordable units (Total units x .25%)		68.25
Avg square feet of units		632
Fee per square foot	$	170
Payment in lieu	$	7,332,780

918 E Grand River (The HUB)

# of Beds	Unit Type	SQFT	QTY	Total Square Feet
Micro	Micro	320	74	23,680
Studio	Studio	430	117	50,310
2 Bed/1 Bath	2 Bed/1 Bath	574	8	4,592
2 Bed/2 Bath	2 Bed/2 Bath	690	83	57,270
3 Bed 2 bath	3 Bed 2 bath	740	35	25,900
3 Bed 2 bath	3 Bed 2 bath	880	25	22,000
3 Bed 3 Bath	3 Bed 3 Bath	1050	5	5,250
		Total	**347**	**189,002**

Required affordable units (Total units x .25%)		86.75
Avg square feet of units		545
Fee per square foot	$	170
Payment in lieu	$	8,037,388

CITY OF EAST LANSING
The Home of Michigan State University

MEMORANDUM

DATE: July 9, 2025

TO: City of East Lansing Planning Commission

FROM: Robert V. Belleman
City Manager

RE: Zoning Ordinance – Chapter 50-94(4)(e) – Downtown Diversified Housing Requirements

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City Manager's Office
410 Abbot Road
East Lansing, MI 48823

(517) 319-6920
Fax (517) 337-1607
www.cityofeastlansing.com

I am respectfully requesting the Planning Commission review and discuss the City's current regulations regarding diverse housing requirements, Chapter 50-94(4)(e), as amended, and consider whether the Zoning Ordinance should be further amended to address the following issues:

1) Should the Ordinance be amended to permit compliance with the diverse housing options to be located outside of the East Lansing Downtown Development Authority (DDA) District, but within the City limits? The ordinance currently requires the diverse housing requirement must be located within the DDA District. The available and developable property within the DDA District is expensive and counterintuitive to meeting our goal of providing affordable housing.

2) Should the Ordinance be amended to reflect a ratio for owner occupied housing? The current ordinance states, "an appropriate number of dwelling units shall be marketed and/or sold as owner occupied or housing offered to and restricted to residents 55 and older, restricted to low to moderate income housing or **restricted to some other occupancy that would add diversity to the area so that at least 25 percent of the housing is owner occupied."** For example, a 100-unit market rate housing development would be required to restrict 25 units as affordable or establish 25 units as 55 or older or restrict 25 units as owner occupied. The City has received proposals to construct owner occupied condominiums, but the City is always asked does this provision require the developer to construct 25 condos, which are more expensive to construct. Should there be a ratio of 1 condominium for 5 affordable units?

3) Should the Ordinance be amended to include the Housing Choice Voucher Program as an eligible alternative to the diverse

housing option? Councilmember Watson requested the Ordinance recognize the Housing Choice Voucher Program as meeting the diverse housing requirement.

4) Should the Ordinance be amended to create a "Fee In Lieu" fund for meeting the diverse housing requirement and establish the value for each required unit at a percentage of constructing and/or managing this diverse housing requirement. I am attaching a communication from Carrie Freeman who approached the City Council on this type of amendment. I am also enclosing a similar ordinance from Columbus, Ohio for your review and consideration.

I would appreciate it if you could convey your recommendations, if any, to the City Council for their consideration.

C: Mayor & City Council
Annette Irwin, Planning & Building Director
Landon Bartley, Principal Planner
Heather Pope, Community & Economic Development Director
Marcia Gebarowski, DDA Executive Director

GRUA FREEMAN & TUPPER YOUNG

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Cassius E. Street, Jr., Retired
Jonathan E. Maire, Retired

June 14, 2025
Sent via email rbelleman@cityofeastlansing.com
And Hand Delivered

Robert V. Belleman
City Manager
410 Abbot Road
East Lansing, MI 48823

RE: Ordinance 1384 Proposed Amendment

Dear Mr. Belleman:

I represent Gregory Ballein. As you know, we have been working on a proposed amendment to Ordinance 1384 to include the option of a fee in lieu fund. We believe this amendment will help support the City's economic vitality and provide opportunities that will alleviate the City's current financial crisis. Please find Ordinance 1384 attached with the proposed amendment in red starting on page 5.

I will be attending the City Council meeting today to request at Public Comment that the City Council put this ordinance amendment on the Agenda for the July 15 meeting, whereat I will request immediate referral of this proposed ordinance amendment to the planning commission for review.

Very truly yours,

GRUA, FREEMAN, TUPPER & YOUNG, PLC

Carrie S. Ihrig Freeman

Carrie S. Ihrig Freeman

CSIF
Enclosures

Introduced: 08-16- 2016
Public Hearing: 11-09- 2016
Adopted: 11-09- 2016
Effective: 11-30-2016

ORDINANCE NO. 1384

AN ORDINANCE TO AMEND SECTION 50-94 OF CHAPTER 50 – ZONING - OF THE CODE OF THE CITY OF EAST LANSING TO ESTABLISH SPECIAL USE STANDARDS FOR MULTIPLE FAMILY DWELLINGS IN A PORTION OF THE DOWNTOWN DEVELOPMENT AUTHORITY DISTRICT.

THE CITY OF EAST LANSING ORDAINS:

Sections 50-94 of Chapter 50 of the Code of the City of East Lansing is hereby amended to read as follows:

Sec. 50-94. - Standards for review.

(a) *All uses.* Except as may be provided elsewhere in this section or chapter, each special use permit application shall meet each of the following standards:

(1) The proposed use shall be consistent with the purpose of the use district in which it is located and the purpose and provisions of this division.

(2) The site plan for the property shall be approved in accordance with the provisions of section 50-36 of this chapter.

(3) The proposed size, height, architectural character and placement of new or expanded structures on the site shall be reasonably compatible with the existing or anticipated buildings on adjacent properties.

(4) Streets and access facilities serving the site shall be able to safely accommodate the expected traffic generated by the proposed use; the use shall not cause excessive traffic congestion or delays, obstruct access to adjacent properties, or imperil the safety of motorists, pedestrians or bicyclists.

(5) The proposed use shall not adversely affect the use and enjoyment of adjacent properties by generating excessive noise, vibration, light, glare, odors or any other form of pollution or nuisances.

(6) The proposed use shall not materially diminish the economic value of adjacent properties or the city as a whole.

(7) The proposed use shall not materially diminish the privacy, safety, security or enjoyment of any residential dwelling or residential neighborhood within the vicinity of the site.

(8) The proposed use shall be located with direct access to and frontage on a major street as designated in the major street plan, or within an area designated for adaptive reuse in the city center element of the comprehensive plan.

(b) *Specific uses.* In addition to the standards above, to address their unique characteristics, certain uses shall also meet the applicable standards below.

(1) *Churches.*

a. Standards set forth in items (3) and (8) of subsection (a) above do not apply to churches.

b. The minimum yard requirements of the use district in which the church is to be located shall apply except that in no event shall the yard requirement be less than 0.5 feet of yard to each foot of building height (excluding steeples) as applied to rear yard or side yard depth.

(2) *Businesses selling alcoholic beverages.* The following additional standards shall apply to restaurants and businesses licensed or to be licensed for the sale of alcoholic beverages or alcoholic liquor for consumption on or off the premises.

a. The establishment shall not be located in such proximity to churches, elementary, or secondary schools, child development centers, or community centers so as to annoy, injure, offend, disrupt, disturb, or interfere with the activities conducted thereon or the persons conducting, attending, or traveling to or from such premises.

b. The establishment shall not cause or continue an undue concentration of similar uses in the neighborhood such that liquor establishments and trade become a dominant influence or feature of the district or neighborhood.

c. The establishment shall be designed, operated, and maintained at all times consistent with responsible business practices and so that no excessive demands shall be placed upon public safety services, nor any excessive risk of harm to the public health, safety, or sanitation, interference with vehicular or pedestrian traffic or parking, or the continuance or maintenance of any unlawful conduct, public nuisance, or disorderly conduct either within the establishment or on or about the adjacent businesses and public streets, alleys, parks, parking facilities, or other areas open to the public. The establishment shall make reasonable effort to report to authorities any unlawful conduct that is observed from the

premises. The requirements of this section shall be a written condition of each special use permit issued to a restaurant.

d. Restaurants selling alcoholic beverages shall provide to the city manager reports and business records, in the form and manner required by an administrative order to be published by the city manager and approved by the city council, to permit the city to review and determine continued compliance with the requirement and performance standards of the definition of "restaurant" in section 50-8 and chapter 18 of the City Charter.

1. The requirements and performance standards of the definition of "restaurant" in section 50-8 and the reporting requirements of this subsection shall be a written condition of all special use permits issued to restaurants licensed to sell alcoholic beverages, provided however, that in the case of establishments which do not comply with the performance standards of subsection (4) of the definition of "restaurant" in section 50-8 at the time such establishment first becomes subject to the requirement of a special use permit, the special use permit issued for such establishment shall include a condition that the establishment demonstrate on an annual basis progress toward meeting such performance standards. Progress shall be measured by examining the ratio of alcoholic beverage sales to food sales during the most recent completed calendar year as compared to the ratio for the preceding year.

2. Proprietary information. Trade secrets or commercial or financial information received by the city manager pursuant to this section shall be exempt from disclosure to the public as a public record and shall not be published pursuant to the provisions of MCL 15.243 if the proprietor requests that the records be confidential, except that such records shall be admissible before all courts and administrative tribunals in proceedings brought for the purpose of enforcing this chapter.

(3) *Fraternities and sororities.*

a. The standard set forth in item (8) of subsection (a) above does not apply to fraternities and sororities.

b. In addition to the parking requirements for such uses specified in section 50-812, fraternities and sororities shall provide and maintain a parking access and management arrangement sufficient to serve the parking and access demands associated with chapter meetings, formal and informal social activities, or other on-site events which include the attendance of persons other than those who reside on the property. Such parking and

access arrangements may include, but are not limited to, the provision of additional on-site parking, the use of private off-premises parking, the use of public parking in municipal lots or on-street spaces, and the availability of bus or shuttle service or carpooling arrangements.

(4) *Multiple-family dwellings in business districts.* Where multiple-family dwelling units are provided in conjunction with business uses on a property in a business district, the following additional standards shall apply.

a. Except where multiple-family dwelling units may be permitted as the sole principal use of a building to provide unique housing opportunities which are not otherwise available in the city center, at a minimum, the first floor of any building shall primarily be used for principal permitted business uses, and the number of multiple-family dwelling units and the permitted occupancy of the units shall be limited to maintain a reasonable balance between the business and residential uses on the property consistent with the purpose of each business district. The provision of first floor retail may be waived by majority vote of the City Council in those areas of the B-3 District outside of the area identified in Section 50-593(f) of this Chapter where warranted by the existing retail opportunities adjacent to the project.

b. The number of multiple-family dwelling units, the permitted occupancy of the units and the height and size of structures containing such units shall be limited to be compatible with adjacent development patterns and any nearby residential districts.

c. Reasonable amounts of yard areas and open space shall be provided where necessary to be consistent with surrounding use and development patterns and to provide for the privacy and enjoyment of the residents.

d. The design, type and operational characteristics of the business and residential uses on the property shall be compatible with one another.

e. The residential units shall be designed and marketed to diversify housing opportunities in the neighborhood and shall not increase existing high concentrations of similar housing units in the neighborhood. Further, in the area west of Collingwood Drive within the district boundaries of the City of East Lansing Downtown Development Authority, in order to achieve diversity in the types of housing offered in the area including an appropriate balance of owner occupied housing, senior housing, low to moderate income housing, mixed-market rental housing and other types of diverse housing in the area, for all development plans that contain housing, an appropriate number of the dwelling units shall be marketed and/or sold as owner occupied housing or housing offered to and restricted to residents 55 and older, restricted to low to moderate income

housing or restricted to some other occupancy that would add diversity to the area so that at least 25% of the housing is owner occupied, restricted to residents 55 and older, restricted to low to moderate income housing or restricted to some other occupancy that would add diversity to the area, or in the alternative, a developer may pay a one-time fee to the **City of East Lansing's Affordable and Diverse Housing Initiative Fund** in accordance with paragraph (e)(1) below, or a developer may build the equivalent of the 25 percent of the dwelling units required for a project elsewhere within the city limits. Developers may opt to include some amount of the required dwelling units in a development project and build the remaining number of required dwelling units elsewhere in the city. For purposes of this section, "development" shall include more than one structure as long as multiple structures are part of the same site plan approval. The requirement of this section shall not apply to Hotels. For any development that is constructed and occupied in excess of the 25% requirement of this section, the developer shall be given one credit for each residential unit in excess of the 25%. The credits, or any portion thereof, may be used by the developer, or the developer's assignee, as a credit, on a one for one basis, to meet the 25% requirement for future development projects in this area. The number of credits obtained for any development shall be calculated by the zoning official and maintained in the city records. Any assignment of credits must be in writing and signed by the developer. The intent to use credits of this nature, the number of credits intended to be used, the location of the development which created the credits, and any documentation showing any assignment of the credits shall be submitted with the site plan or amended site plan.

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(1) **Affordable and Diverse Housing Initiative Fund.** For any multiple-family dwelling unit development to which (4)(e) above applies, the developer may make a one-time payment to the City of East Lansing's Affordable and Diverse Housing Initiative Fund in lieu of compliance with the 25 percent requirement of section (4)(e) above. The one-time fee-in-lieu payment shall be computed starting with a base amount of $5,000.00 per dwelling unit, increased annually by the product of the base amount multiplied by the percentage increase in the Consumer Price Index (CPI), as calculated every August 1 with the first multiplier being the change in the CPI from August 1, 2026 to August 1, 2027. This calculation will constitute the new base amount for the succeeding year and will be adjusted annually based on the change in the CPI thereafter. Developers may opt to include some amount of the required dwelling units in a development project and provide fee-in-lieu for the remaining number of required dwelling units.

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(5) *Additional building height.*

a. Where a special use permit is required to permit building height above the base level permitted in any use district, the compatibility of the building shall be determined in part by the extent to which the use of the building and the building design, its setbacks and its orientation on the site successfully mitigate negative impacts upon neighboring uses, the natural

features of the site and public facilities and services. Such buildings may be approved only if they comply with subsection (a) of this section and all of the following additional standards:

1. The building shall not be located in such proximity to a single-family or two-family neighborhood so as to cause excessive noise or shadowing impacts, or substantial reductions in personal privacy or property values. The planning and zoning administrator may require the applicant to submit a solar angle diagram and shadow analysis prepared by a registered architect or engineer showing the extent of shadowing caused by the proposed building on adjacent properties and structures.

2. The portion of the building extending above the base level permitted in each use district shall be located no closer to the property line of a residentially zoned property than a distance equal to the amount of the height in excess of the base level.

3. The building shall not result in traffic generation which exceeds the carrying capacity of adjacent streets, exceeds the parking capacity of on-site spaces or nearby municipal parking facilities, causes excessive congestion or risks to public safety, or causes or substantially contributes to excessive volumes of traffic through residential neighborhoods.

4. The building shall not generate demands which exceed the capacity of public utilities and services necessary to serve the site.

b. In addition, the city council may further increase the maximum permitted building height to the extent and for that area in the B-3 district as specified in subsection 50-593 (f) for a building deemed to be of significant public benefit. The city council shall find, upon an affirmative vote of three-fourths of all members of the city council, that such buildings meet subsections (5)a.1. through 4., of this subsection and all of the following standards:

1. The building, through its proposed use, shall contribute substantially to the mix of desirable commercial, residential, social, cultural or employment opportunities or public amenities or open space available in the business district to achieve one or more public goals or objectives, as specified in the comprehensive plan or other strategic plan of the city, to benefit the business district, the adjacent residential or public areas, and the city as a whole.

2. The applicant demonstrates that additional building height is necessary in order to make the proposed development economically feasible for the intended use and no reasonable alternative to additional height exists.

3. The additional building height will cause no significant additional negative impact on adjacent properties, public streets and parking facilities, or public utility and services.

(6) *Dispensaries and primary caregiver operations.* The following additional standards shall apply to dispensaries and primary caregiver operations:

a. They shall comply at all times and in all circumstances with the Medical Marihuana Act and the General Rules of the Michigan Department of Community Health and/or the Department of Licensing and Regulatory Affairs.

b. They must be located outside of a 1,000-foot radius from any school, including any licensed facility with after school programs, child care centers, or daycare centers, to insure community compliance with federal "Drug-Free School Zones" requirements.

c. No more than five primary caregivers may operate from a dispensary.

d. All medical marihuana shall be contained within an enclosed, locked facility, inaccessible on all sides and equipped with locks that permit access only by the registered caregivers, as reviewed and approved by the building official and the police department.

e. All necessary building, electrical, plumbing and mechanical permits shall be obtained for any portion of the structure which contains electrical wiring, lighting and/or watering devices that support the cultivation, growing or harvesting of marihuana.

f. Any portion of the structure where energy usage and heat exceeds typical residential use, such as a grow room, and the storage of any chemicals such as herbicides, pesticides, and fertilizers shall be subject to inspection and approval by the fire department to insure compliance with the Michigan Fire Protection Code.

g. They shall not be operated from a business which sells alcoholic beverages.

h. The establishment shall not be located in such proximity to churches or community centers so as to annoy, injure, offend, disrupt, disturb, or interfere with the activities conducted thereon or the persons conducting, attending, or traveling to or from such premises.

i. The establishment shall not cause or continue an undue concentration of similar uses in the neighborhood such that dispensaries and medical marihuana paraphernalia trade become a dominant influence or feature of the district or neighborhood and no caregiver operation or dispensary shall be located within 500 feet of another caregiver operation or dispensary.

j. The establishment shall be designed, operated, and maintained at all times consistent with responsible business practices and so that no excessive demands shall be placed upon public safety services, nor any excessive risk of harm to the public health, safety, or sanitation, interference with vehicular or pedestrian traffic or parking, or the continuance or maintenance of any unlawful conduct, public nuisance, or disorderly conduct either within the establishment or on or about the adjacent businesses and public streets, alleys, parks, parking facilities, or other areas open to the public. The establishment shall make reasonable effort to report to authorities any unlawful conduct that is observed from the premises. The requirements of this section shall be a written condition of each special use permit issued to a dispensary or caregiver operation.

k. No drive-through facilities shall be permitted.

l. They may not be operated out of a residence or residential structure.

m. All transfers and deliveries of medical marihuana to qualifying patients must occur within the structure out of public view or inside the patient's residence.

n. The consumption of medical marihuana on the premises is prohibited.

(7) *Household pet daycares.* The following additional standards shall apply to household pet daycares:

a. Household pet daycare shall be located within a fully enclosed accessory structure meeting the requirements of the zoning code. Such accessory structure shall be located in the rear yard no closer than one hundred feet from any adjoining dwelling and no closer than twenty-five feet from the dwelling of the owner thereof.

b. The enclosure shall be properly ventilated to prevent drafts and remove odors, shall be of sufficient size to accommodate the animals, and shall be designed so as to prevent rats, mice, or other rodents from being harbored underneath, inside, or inside the walls of the enclosure.

c. Outdoor activities must be supervised and restricted to the hours between 9:00 am and 5:00 pm; and fully contained within a six (6) foot high solid fenced area in the rear yard. The required fenced area shall be a minimum of fifteen (15) feet from the property line. A fence located on a property line shall not satisfy the requirement for a fenced area.

d. Hours of operation shall be 12 hours or less and be restricted to the hours between 6 am and 7 pm. Animals shall be kept within the accessory structure or within a fenced area at all times unless leashed, and shall not be permitted to run at large.

e. All structures for the keeping of such animals shall be constructed of material that can be easily cleaned and shall be kept in a clean and sanitary condition. The required fenced area must be cleaned daily and kept free from trash and accumulated droppings. Appropriate disposal of droppings is required. All provisions of the City Code relating to noise, odor, and sanitation, including the provisions of this article, shall apply to the keeping of animals under this section.

(8) *Reduced building height.* Where a special use permit is required to permit building height below the level permitted in any use district, such buildings may

be approved only if they comply with subsection (a) of this section and one of the following additional standards.

a. The proposed building is of a particular architectural style that has significant importance to the proposed use of the building or is deemed an architecturally significant addition to the overall attractiveness of the district and the applicant has demonstrated that there is no reasonable alternative to the height sought in achieving such attractive construction..

b. The proposed use contributes substantially to the mix of desirable commercial, residential, social, cultural or employment opportunities or public amenities or open space available in the business district to achieve one or more public goals or objectives as specified in the comprehensive plan or other strategic plan of the City, to benefit the business district, the adjacent residential or public areas or the City as a whole.

By_____ By_____

Mark S. Meadows, Mayor Marie E. Wicks, City Clerk

Chapter 4565 - AFFORDABLE HOUSING AND COMMUNITY REINVESTMENT AREA INCENTIVE POLICY

4565.01 - Purpose.

The purpose of this chapter is to establish policies, procedures, and conditions for the provision of certain Community Reinvestment Area (CRA) tax incentives to foster investment in, and the development of, affordable housing in mixed-use, mixed-income neighborhoods throughout the City; and to encourage investment in market-rate and affordable housing in areas and neighborhoods throughout the City that show varying levels of distress.

(Ord. No. 2184-2018 , § 1, 7-30-2018; Ord. No. 1843-2022 , § 1, 7-25-2022; Ord. No. 1839-2023 , § 1, 7-10-2023)

4565.02 - Definitions.

(A) *Affordable Housing Unit*: includes the following:

1. *Rentals*: housing consisting of an appropriate number of bedrooms based on the household size, as determined by city code, rented to tenants whose annual household income is at or below sixty percent (60%) of area median income (AMI) as defined below; at or below eighty percent (80%) of AMI; at or below one hundred percent (100%) of AMI; or at or below one hundred and twenty percent (120%) of AMI, and for which the annual rent charged complies with affordable rents at 60%, 80%, 100% and 120% AMI as defined by the U.S. Department of Housing and Urban Development (HUD).
2. *Owner-occupied*: housing occupied by the legal owner or owners of the housing unit, whose annual household income is at or below sixty percent (60%) of AMI as defined below; at or below eighty percent (80%) of AMI; or at or below one hundred percent (100%) of AMI; or at or below one hundred and twenty percent (120%) of AMI; and for which the annual cost of ownership does not exceed thirty-five percent (35%) of the household's gross annual income.

(B) *Area Median Income (AMI)*: the area median income, as calculated annually by HUD for various household sizes within the Columbus, Ohio Metropolitan Statistical Area.

(C) *Area Designation:* one of three designations that the Director may assign to a post-1994 CRA pursuant to the terms and requirements of this Chapter, identified as a Market Ready Area, Ready for Revitalization Area, and Ready for Opportunity Area.

(D) *Bedroom*: a room complying with the sleeping area requirements in Section 4541.01 and the location requirements of Section 4541.05 of the Columbus Housing Code, and for which no fewer than eighteen (18) cubic feet of clothes closet space has been provided in accordance

with Section 4541.06 of the Columbus Housing Code.

(E) *Cost of Ownership*: the cost of owning a housing unit, as determined by rules adopted by the Director taking into consideration the following:

1. principal, interest, private mortgage insurance, and amortization of a loan to finance purchase of the property;
2. property taxes and assessments;
3. fire and casualty insurance covering replacement value of the property improvements;
4. non-optional homeowner or condominium association fees;
5. space rent, if the housing unit is situated upon rented land.

(F) *Development Project*: the new construction or remodel of housing units, whether single-family (one to three housing units), or multifamily (four or more housing units) structures. A single Development Project may consist of varying housing units within a single structure, or housing units contained in different structures. A single Development Project within a CRA may consist of multiple single-family structures as determined by the Director, with such determination criteria including but not limited to proximity to the site, common plan of financing, and common ownership. For a Development Project consisting of housing units in different structures, each structure or dwelling unit must independently satisfy the minimum investment requirements set forth in Chapter 3735.67 of the Ohio Revised Code.

(G) *Development Director*, or *Director*: the Director of the Department of Development, or the designee thereof.

(H) *Distress Criteria*: the factors by which post-1994 CRAs are categorized as a Market Ready Area, a Ready for Revitalization Area or a Ready for Opportunity Area. Each of the following is a criterion included within "Distress Criteria:"

1. *Population Growth*: the percentage change of population for an area over a five-year time period, as measured by the United States Census Bureau in the most recent decennial census or in annual estimates by the United States Census Bureau. An area meets this distress criterion if the population growth rate is below the population growth rate for the City of Columbus.
2. *Median Household Income Growth*: the percentage change in median household income for an area over five (5) years, as measured by the United States Census Bureau in the most recent decennial census or in annual estimates by the United States Census Bureau. An area meets this distress criterion if the median household income growth rate is below the median household income growth rate for the City of Columbus.
3. *Poverty Rate*: the percentage of the population in an area living at or below the federally established poverty level, adjusted for family size. An area meets this distress criterion if

the poverty rate is above the poverty rate for the City of Columbus.

4. *Growth in Median Rent*: the percentage change in median monthly price per square foot of residential rental property for an area, as measured using an index or indices selected by the Development Director from real estate or housing industry sources. An area meets this distress criterion if the growth in median rent rate is above the growth in median rent rate for the City of Columbus.
5. *Housing Vacancy Rate*: the percentage of unoccupied housing units in an area, as measured using an index or indices selected by the Development Director from real estate or housing industry sources. An area meets this distress criterion if the housing vacancy rate is above the housing vacancy rate for the City of Columbus.
6. *Tax Delinquency Rate:* the percentage of tax delinquent homes in an area. An area meets this distress criterion if the percentage of tax delinquent properties in an area is above the percentage of tax delinquent homes for the City of Columbus.

(I) *Environmental Remediation Expense*: Pertains to the removal or reduction of pollution or contaminants from environmental media such as soil, groundwater, sediment, or surface water to protect people and the environment against the potential harmful effects from exposure, based on assessments of human health and ecological risks, to various radiation sources.

(J) *First Owner*: the first person or entity that acquires ownership of a residential unit pursuant to the affordability requirements contained in this Chapter.

(K) *Gross Annual Income*: annual income as defined by 24 C.F.R. §5.609 and documented at the time of initial occupancy of a unit as required by rules established by the Director.

(L) *Household*: all individuals residing in a housing unit.

(M) *Household Income*: the gross annual income of all individuals residing in a housing unit who have reached the age of eighteen (18) years old and are not enrolled as full-time students. An individual who has reached the age of eighteen (18) years old, and is enrolled as a full time student, has the first $480.00 of the student's income counted in household income.

(N) *Housing Unit*: one or more rooms arranged, intended, and designed and used solely for independent residential occupancy by an individual, group of individuals, or family for living and sleeping purposes. The unit must include cooking, bathing, and toilet facilities within the unit for the use of the unit's occupants. For purposes of this chapter, housing unit does not include emergency shelters or facilities such as nursing homes, convalescent homes, hospitals, residential treatment facilities, correctional facilities, halfway houses, or dormitories.

(O) *Market Ready Area*: a post-1994 CRA that is comprised of a census tract, portion of a census tract or portions of census tracts that have a median income in the fourth quartile based on

the Median Household Income Criteria, or a post-1994 CRA made up of a census tract or census tracts that have a Median Household Income in the second or third quartiles and that also meets no more than one distress criteria in subsection (H) above.

(P) *Median Household Income Criteria*: The first criterion applied to determine the area designation assigned to a post-1994 CRA, which shall be applied as follows: Using the most recently available data from the American Community Survey, the median income of each census tract in Franklin County, including Columbus, shall be ranked from lowest to highest, and those census tracts in the first (lowest) quartile shall be designated Ready for Opportunity and those census tracts in the fourth (highest) quartile shall be Market Ready. For any post-1994 CRA made up of more than one census track, the weighted average median income of the census tracks shall be used.

(Q) *Owner-occupied*: a housing unit inhabited as the principal place of residence by the person or persons who holds fee simple absolute title, or a substantially equivalent property interest, as determined by the Director, in a manner that ensures the unit is not rented or used as a primary residence by a person not a member of the household.

(R) *Post-1994 Community Reinvestment Area*: a community reinvestment area (CRA) designated by City Council subsequent to July 21, 1994 and that was issued a CRA designation number by the Ohio Development Services Agency.

(S) *Project Sponsor*: an applicant seeking approval to construct a Development Project that contains residential housing within the boundaries of a CRA as provided in this chapter.

(T) *Ready for Opportunity Area*: a post-1994 CRA comprised of a census tract, portion of a census tract or portions of census tracts that have a median household income in the first quartile pursuant to the Median Household Income Criteria per subsection (P) above, or a post-1994 CRA made up of a census tract, portion of a census tract or portions of census tracts that have a Median Household Income in the second or third quartiles and that meets more than four (4) distress criteria in subsection (H) above.

(U) *Ready for Revitalization Area*: a post-1994 CRA that is comprised of a census tract, portion of a census tract or portions of census tracts that have a Median Household Income in the second or third quartile pursuant to the Median Household Income Criteria in subsection (O) above, and that meets at least two (2), but no more than four (4), distress criteria in subsection (H) above.

(V) *Redesignation Date*: July 31, 2022, then July 31, 2025 and every third year thereafter.

(W) *Rent*: the cost of tenancy in a housing unit, including the rental rate stated in the lease, any non-refundable, non-optional fee or surcharge, and an allowance for reasonable utility expenses as defined in 26 CFR 1.42-10, as may be amended from time to time. The Director

shall define reasonable utility expenses consistent with that code provision. Pet fees or surcharges shall not be considered "rent" for purposes of this chapter.

(Ord. No. 2184-2018 , § 1, 7-30-2018; Ord. No. 2781-2018 , § 1, 10-22-2018; Ord. No. 1843-2022 , § 1, 7-25-2022; Ord. No. 1839-2023 , § 1, 7-10-2023)

4565.03 - Area designation for Post-1994 CRAs.

(A) The Director shall have the authority to designate a post-1994 CRA as a Market Ready Area, Ready for Revitalization Area, or Ready for Opportunity Area pursuant to this Chapter. On the Redesignation Date, the Director shall have the authority to change the Area Designation of any post-1994 CRA consistent with the requirements of this Chapter.

(B) One year prior to the Redesignation Date, the Director shall begin to assess the Area Designations in post-1994 CRAs for purposes of classifying the property as Market Ready, Ready for Opportunity, or Ready for Revitalization. Consistent therewith, the Director shall determine whether each designated post-1994 CRA will retain its then-current Area Designation or receive a new Area Designation. If the Director determines that any post-1994 CRA meets the requirement for a new Area Designation, the Director shall assign such new Area Designation to be effective upon the Redesignation Date.

(C) The Director shall provide a report to Council upon designating, or redesignating, existing post-1994 CRAs as either Market Ready, Ready for Revitalization, or Ready for Opportunity. The report shall include the distress criteria for each area designated by the Director.

(D) Prior to the creation of a new CRA for housing by City Council, the Director shall designate the area as either Market Ready, Ready for Revitalization, or Ready for Opportunity and shall provide the report as required by this Section prior to Council's vote to establish the CRA.

(E) Annually, the Director shall provide to City Council with a report, no later than September 30 th of each calendar year, identifying the real property tax abatements, area designations and the type of affordable housing within each Post-1994 CRA for the prior year.

(Ord. No. 2184-2018 , § 1, 7-30-2018; Ord. No. 1843-2022 , § 1, 7-25-2022; Ord. No. 1839-2023 , § 1, 7-10-2023)

4565.04 - General requirements for Affordable Housing Units.

(A) Wherever Affordable Housing Units are required pursuant to this Chapter, they shall be dispersed throughout the Development Project and shall be comparable to the design and quality of market-rate units within the Development Project in terms of appearance, materials, and finish.

(B) The distribution of unit sizes across the Affordable Housing Units shall mirror the distribution

of unit sizes across the entire Development Project (i.e., if twenty percent of the units within the Development Project are two-bedroom units, then twenty percent of the Affordable Housing Units must be two-bedroom units). For Development Projects with unique mix configurations, and that do not easily lend themselves to the prescribed affordable set-aside percentages, the Director of Development is authorized to negotiate Affordable Housing Unit set asides on a case by case basis, with the understanding that the overall goal of mixed income housing within the Development Project is achieved.

(C) Throughout the term of the CRA abatement, the Affordable Housing Units provided in a Development Project may be located in different physical units over time (Affordable Housing Units may "float" through the Development Project over time), while at the same time complying with subsections (A) and (B) above. However, the Project Sponsor shall not congregate all or most of the Affordable Housing Units in one building or in one primary area of the Development Project for projects of four (4) or more housing units.

(D) Affordable Housing Units shall be constructed within a similar timeline as non-Affordable Housing Units within the Development Project.

(E) Affordable Housing Units shall be provided access to amenities and recreational facilities within the Development Projects on equal terms to market-rate housing units. However, nothing in this section prohibits or dissuades the provision of amenities and recreational facilities to Affordable Housing Unit residents at a lesser rate than that charged to non-Affordable Housing Units.

(F) Affordable Housing Units shall be rented or sold only to qualified persons whose annual household income does not exceed sixty percent (60%) AMI, eighty percent (80%) AMI, one hundred percent (100%) AMI, or one hundred twenty percent (120%) AMI for the household size for which the housing unit was designed, as applicable, and for home sales, the Cost of Ownership does not exceed 35% of the household's gross annual income.

(G) To qualify as an Affordable Housing Unit, the housing unit must be occupied as the principal residence of the occupant or occupants.

(H) Any fee charged by the Project Sponsor to the prospective tenant or purchaser of an Affordable Housing Unit must be a usual, customary transaction fee normally incurred in a residential transaction. The Director may establish a range of fees that are presumptively usual and customary in such transactions based on industry data in use at the time that the tax abatement is granted.

(I)

The Director is authorized to adopt and implement such rules, standards, and processes as are necessary to administer this chapter and that are consistent with the City's goal of providing Affordable Housing Units within Development Projects that receive a CRA tax exemption.

(J) Development Projects that are not completed due to a major casualty, condemnation or other force majeure event as determined by the Director of Development, are required to provide a proportional percentage of Affordable Housing Units as measured against the total housing units constructed (i.e., if the Development Project was supposed to construct 4 apartment buildings with 40 units each, and 40 units were required to be Affordable Housing Units, and if the Developer constructed 2 apartment buildings, then each of the 2 buildings constructed must have 10 Affordable Housing Units).

(Ord. No. 2184-2018 , § 1, 7-30-2018; Ord. No. 1843-2022 , § 1, 7-25-2022; Ord. No. 1839-2023 , § 1, 7-10-2023)

4565.05 - Additional requirements for Owner Occupied Affordable Housing Units.

(A) To be eligible for a CRA tax abatement under this chapter, Project Sponsors developing projects that include owner-occupied housing units shall, in addition to the applicable agreement requirements set forth in Sections 4565.07, 4565.08, and 4565.09 of this chapter, be required to enter into an agreement with the City, which may include executing restrictive covenants, as determined necessary by the Director, in consultation with the City Attorney, to ensure that all owner-occupied Affordable Housing Units remain affordable for the duration of any abatement provided under this chapter.

(B) *Initial Pricing.* The initial sale price of an owner-occupied Affordable Housing Unit less down payment and/or affordability assistance from a governmental entity or comparable organization, including a lender, must be set at a level that is at or below 120% AMI and the Cost of Ownership shall not exceed 35% of the household's annual gross income.

(C) *Resale*: For Development Projects of four (4) or more owner-occupied housing units, the Director shall adopt rules to establish the resale price of owner-occupied Affordable Housing Units subject to this chapter. Such rules shall consider the purposes of this chapter to encourage the construction of affordable housing throughout the City while enabling owner-occupant sellers of Affordable Housing Units to realize a reasonable return on the sale of the housing unit, including consideration of improvements made to the housing unit by the owner-occupant. For Development Projects consisting of three (3) or fewer owner-occupied housing units in Market Ready and Ready for Revitalization Areas, the real property tax abatement provided under this chapter shall cease upon transfer of the property or any unit thereon that does not conform with deed restrictions that ensure its continued affordability for the duration of the abatement. If a Project Sponsor paid a fee-in-lieu rather than providing

the required number of rental Affordable Housing Units for its Development Project, and all or some of the units on the property were subsequently converted to owner-occupied units during the abatement term, the real property tax abatement shall be revoked unless the new owner-occupant's gross annual income is at or below one hundred and twenty percent (120%) AMI and for which the annual cost of ownership does not exceed thirty-five percent (35%) of the household's gross annual income.

(D) The Project Sponsor shall be responsible for reporting to the Director the number of Affordable Housing Units in the Development Project for the duration of the abatement period, which requirement shall be included as a restrictive covenant running with the land.

(Ord. No. 2184-2018 , § 1, 7-30-2018; Ord. No. 1843-2022 , § 1, 7-25-2022; Ord. No. 1839-2023 , § 1, 7-10-2023)

4565.06 - Availability of incentives.

(A) CRA tax incentives for Development Projects containing four (4) or more housing units within post-1994 CRAs designated Market Ready Areas, Ready for Revitalization Areas, or Ready for Opportunity Areas require the Project Sponsor to apply for an abatement and enter into an agreement with the City per the deadlines included in the Director's Rules. A Project Sponsor may request that this time-frame be extended for good cause, subject to approval by the Director. The agreement required herein must include the terms specified in Section 4565.07 for Market Ready Areas, Section 4565.08 for Ready for Revitalization Areas, and 4565.09 for Ready for Opportunity Areas.

(B) Development Projects shall not be artificially divided to avoid the agreement requirements within this chapter.

(C) For a Development Project involving the remodeling of a structure containing not more than three (3) owner-occupied housing units, and that otherwise qualifies for real property tax abatement, the Project Sponsor shall be required to apply for an abatement and enter into an agreement with the City per the deadlines included in the Director's Rules and if the remodeled structure for homeownership is located in a Market Ready or Ready for Revitalization Area, all remodeled units within the Development Project must be Affordable Housing Units affordable to owners with household incomes that are at or below one hundred twenty percent (120%) AMI and for which the annual cost of ownership does not exceed thirty-five percent (35%) of the household's gross annual income to be eligible for the tax abatement. Payment of a fee is not available in lieu of meeting this affordability requirement for owner-occupants in three or fewer units that have been remodeled.

If the remodeled structure containing not more than three (3) housing units for rental is located in a

Market Ready or Ready for Revitalization Area, at least one (1) remodeled unit within the Development Project must be an Affordable Housing Unit for rent to occupants with household incomes that are at or below sixty percent (60%) AMI to be eligible for the tax abatement.

(D) For a Development Project involving the construction of new structure(s) resulting in not more than three (3) owner-occupied housing units, and that otherwise qualifies for real property tax abatement, the Project Sponsor shall be required to apply for an abatement and enter into an agreement with the City per the deadlines included in the Director's Rules and if the new structure(s) will be located in a Market Ready Area or Ready for Revitalization Area, all owner-occupied housing units within the Development Project must be Affordable Housing Units, as defined in this chapter, for occupants whose annual household income is at or below one hundred twenty percent (120%) AMI and for which the annual cost of ownership does not exceed thirty-five percent (35%) of the household's gross annual income to be eligible for the tax abatement. Payment of a fee is not available in lieu of meeting the Affordable Housing Unit requirement for Development Projects consisting of three or fewer owner-occupied housing units.

If the new structure contains three or fewer rental housing units and is located in a Market Ready or Ready for Revitalization Area, at least one (1) new units for rent within the Development Project must be affordable to occupants with household incomes that are at or below sixty percent (60%) AMI to be eligible for the tax abatement.

(E) For a Development Project within post-1994 CRAs designated as Ready for Opportunity Areas that include three or fewer housing units (whether rented or owner-occupied) shall receive an abatement of property taxes on one hundred percent (100%) of the increase in the assessed valuation of the structure(s) for a period of fifteen (15) years. These Development Projects in Ready for Opportunity Areas do not require the Project Sponsor to enter into an agreement with the City, however, the Project Sponsor must apply for the abatement per the timeframe in the Director's Rules.

(F) The statement of required terms in Sections 4565.05, 4565.07, 4565.08, and 4565.09 shall not be construed to limit the authority of the Director to prescribe additional agreement terms by rule, subject to approval as to form by the City Attorney, provided such rules are consistent with the intent of this Chapter to incentivize the construction of Affordable Housing Units in CRAs in consideration of receiving a tax abatement.

(Ord. No. 2184-2018 , § 1, 7-30-2018; Ord. No. 2781-2018 , § 2, 10-22-2018; Ord. No. 1843-2022 , § 1, 7-25-2022; Ord. No. 1839-2023 , § 1, 7-10-2023)

4565.07 - Required terms for incentive agreements in Market Ready Areas.

This section includes terms required in agreements for Market Ready Areas per division (A) of Section 4565.06 of this Chapter. They are not self-executing terms for purposes of receiving an abatement.

(A) A Project Sponsor of a Development Project containing four (4) or more housing units in a Market Ready Area must elect one of the requirements specified below (whether rented or owner-occupied, as applicable) in order to be eligible for a one hundred (100%) percent abatement of the increase in assessed value of the structure for a period of fifteen (15) years from the date of the issuance of a certificate of occupancy (or an earlier date, if elected by the Project Sponsor with the City's consent, subject to the approval of the Franklin County Auditor of such earlier date):

a. For the duration of the incentive, a minimum of ten percent (10%) of the housing units in the Development Project are Affordable Housing Units rented to occupants with a household income at or below sixty percent (60%) AMI, and an additional ten percent (10%) or more of the housing units in the development are Affordable Housing Units rented to occupants with household incomes at or below eighty percent (80%) AMI.

b. For the duration of the incentive, a minimum of thirty percent (30%) of the housing units in the Development Project are Affordable Housing Units rented to occupants with a household income at or below eighty percent (80%) AMI.

c. For the duration of the incentive, all housing units in the Development Project are Affordable Housing Units sold to occupants with a household income at or below one hundred and twenty percent (120%) AMI and for which the annual Cost of Ownership does not exceed thirty-five percent (35%) of the household's gross annual income.

(B) The Project Sponsor may receive credit equal to one (1) Affordable Housing Unit for each of the following, with (a), (b) and (c) applicable to owner-occupied or rental units, and with (d) applicable to rental units only:

a. For every one million dollars ($1,000,000.00) of environmental remediation expenses associated with the Development Project;

b. For every twenty-five thousand (25,000) square feet of Class A office space constructed as part of an affiliated commercial development, or remodel within the same structure, as where the Affordable Housing Unit(s) would otherwise be required. The Director may establish rules defining what is an affiliated commercial development or remodel, taking into consideration their usual and customary business definitions.

c. If the project is to remodel a property listed on the Columbus Register of Historic Properties, then the Affordable Housing Unit requirements shall not apply and no agreement under Section 4565.06 shall be required.

d. For rental projects, the Project Sponsor may make a one-time payment to the City of Columbus, Department of Development in lieu of providing Affordable Housing Units; the one-time fee-in-lieu payment shall be computed starting with a base amount of $32,000 per required Affordable Housing Unit increased by the product of the base amount multiplied by the percentage increase in the Consumer Price Index (CPI), as calculated every August 1 with the first multiplier being the change in the CPI from August 1, 2022 to August 1, 2023, increased further by five percentage points. This calculation will constitute the new base amount for the succeeding year and will be adjusted annually based on the change in the CPI plus five percentage points thereafter. Project Sponsors may opt to include some amount of Affordable Housing Units in a Development Project and provide fee-in-lieu for the remaining number of required Affordable Housing Units. If a Project Sponsor opts to provide fee-in-lieu for all of the required rental Affordable Housing Units in a Development Project, the Project Sponsor is required to make a fee-in-lieu payment equal to 20% of the total number of units in the Development Project.

(C) Default on Affordable Housing Unit Requirement.

1. If the required number of Affordable Housing Units rented by persons whose household income is at or below sixty percent (60%) AMI or eighty percent (80%) AMI, as applicable, falls below the minimum requirements prescribed by division (A) of this Section, for a period of ninety (90) days or less, the Project Sponsor or owner as applicable must provide written notice of the shortfall to the Director within ten (10) business days of such shortfall.
2. If the required number of Affordable Housing Units rented by persons whose household income is at or below sixty percent (60%) AMI or eighty percent (80%) AMI, as applicable, which remains below the minimum requirements prescribed in division (A) of this Section, for a period of more than ninety (90) but less than one hundred eighty (180) days, the Project Sponsor shall be responsible for making payment to the City of Columbus, Department of Development in an amount determined by reference to the following table:

Affordable Housing Shortfall (by % below required number of units)	Required Payment (by % of annual real property tax abated)
Up to 25%	20%
>25% up to 50%	40%

>50% up to 75%	65%
>75%	90%

If the payment required by this subsection is less than what the fee-in-lieu would be under division 4565.07(B)(d) of this section for the Affordable Housing Unit shortfall, the Project Sponsor shall pay the fee- in-lieu amount to the City rather than the amount provided by this subsection.

3. If the number of Affordable Housing Units rented by persons whose household income is at or below sixty percent (60%) AMI, or at or below eighty percent (80%) AMI, as applicable, and remains below fifty percent (50%) of the number of Affordable Housing Units prescribed in division (A) of this Section, for a period of two consecutive years, the Director shall have cause to take such action as necessary to cause the abatement to cease and return the property to fully taxable status. In the alternative, the Project Sponsor and the City may execute an addendum to the agreement by which the Project Sponsor agrees to pay a fee for the Affordable Housing Unit shortfall for the remaining duration of the abatement, which amount shall be the fee amount as described in Section 4565.07(B)(d) for each unit that is required to be an Affordable Unit, divided by 15, multiplied by the number of years remaining in the abatement period.
4. The remedies provided for default herein are not intended, and shall not be so construed, to limit the City's ability to avail itself of other remedies at law or in equity for breach of the agreement.

(Ord. No. 2184-2018 , § 1, 7-30-2018; Ord. No. 2781-2018 , § 3, 10-22-2018; Ord. No. 1843-2022 , § 1, 7-25-2022; Ord. No. 1839-2023 , § 1, 7-10-2023)

4565.08 - Required terms for incentive agreements in Ready for Revitalization Areas.

The stated terms and conditions applicable to agreements required for Ready for Revitalization Areas by division (A) of Section 4565.06 are not self-executing terms for receipt of an abatement.

(A) A Project Sponsor of a Development Project containing four (4) or more housing units in a Ready for Revitalization Area must elect one of the requirements specified below in order to be eligible for a one hundred (100%) percent abatement of the increase in assessed value of the structure for a period of fifteen (15) years from the date of the issuance of a

certificate of occupancy (or an earlier date, if elected by the Project Sponsor with the City's consent, subject to the approval of the Franklin County Auditor of such earlier date). Subsections (a) and (b) apply to rental units and subsection (c) applies to owner-occupied units:

a) For the duration of the incentive, a minimum ten percent (10%) of the housing units in the Development Project are Affordable Housing Units rented to occupants with household income at or below sixty percent (60%) AMI, and an additional ten percent (10%) or more of the housing units in the development are affordable housing units rented to occupants with household income at or below eighty percent (80%) AMI.

b) For the duration of the incentive, a minimum thirty percent (30%) of the housing units in the Development Project are Affordable Housing Units rented to occupants with household income at or below eighty percent (80%) AMI.

c) For the duration of the incentive, all housing units in the Development Project are Affordable Housing Units sold to occupants with household incomes at or below one hundred and twenty percent (120%) AMI and for which the annual cost of ownership does not exceed thirty-five percent (35%) of the household's gross annual income.

(B) The Project Sponsor may receive credit equal to one (1) Affordable Housing Unit for each of the following, with (a), (b) and (c) applicable to owner-occupied or rental units, and with (d) applicable to rental units only:

a. For every one million dollars ($1,000,000.00) of environmental remediation expenses required to construct the Development Project;

b. For every twenty-five thousand (25,000) square feet of Class A office space constructed as part of an affiliated commercial development or remodel within the area. The Director may establish rules defining what is an affiliated commercial development or remodel, taking into consideration their usual and customary business definitions.

c. If the Development Project is a renovation of a property listed on the Columbus Register of Historic Properties, then the Affordable Housing Unit requirements shall not apply and no agreement under Section 4565.06 shall be required.

d. The Project Sponsor may make a one-time payment to the City of Columbus, Department of Development in lieu of providing rental Affordable Housing Units; the one-time fee-in-lieu payment shall be computed starting with a base amount of $16,000 per required Affordable Housing Unit increased by the product of the base amount multiplied by the percentage increase in the Consumer Price Index (CPI), as calculated every August 1 with the first multiplier being the change in the CPI from August 1, 2022 to August 1, 2023, increased further by five percentage points. This

calculation will constitute the new base amount for the succeeding year and will be adjusted annually based on the change in the CPI plus five percentage points thereafter. Project Sponsors may opt to include some amount of Affordable Housing Units in a Development Project and provide fee-in-lieu payments for the remaining number of required Affordable Housing Units. If a Project Sponsor opts to provide fee-in-lieu payments for all of the required Affordable Housing Units in a Development Project, the Project Sponsor is required to make a fee-in-lieu payment equal to 20% of the total number of units in the Development Project.

(C) Development Projects providing the Affordable Housing Units required under division (A) of this section, or those receiving credits or paying a fee-in-lieu instead of providing Affordable Housing Units required under division (A) of this section, shall be eligible for a real property tax abatement of one hundred percent (100%), of the assessed value of the structure(s) constructed, for a period of fifteen (15) years from the date of the of a certificate of occupancy (or an earlier date, if elected by the Project Sponsor with the City's consent), and subject to the approval of the Franklin County Auditor of such earlier date.

(D) Default on Affordable Housing Unit Requirement.

1. If the number of Affordable Housing Units rented by persons whose household income is at or below sixty percent (60%) AMI or is at or below eighty percent (80%) AMI, as applicable, which falls below the proportions prescribed by division (A) for a period of ninety (90) days or more but less than 180 days, the Project Sponsor or Owner, as applicable, must provide written notice of the shortfall to the Director within ten (10) business days.
2. If the number of Affordable Housing Units rented by persons whose household income is at or below sixty percent (60%) AMI or is at or below eighty percent (80%) AMI, as applicable, which remains below that prescribed in division (A) of this Section for one hundred eighty (180) days but less than two years, the Project Sponsor shall be responsible for making payment to the City of Columbus, Department of Development in an amount determined by the following table:

Affordable Housing Shortfall (by % below required number of units)	Required Payment (by % of annual real property tax abated)
Up to 25%	20%
>25% up to 50%	40%

>50% up to 75%	65%
>75%	90%

If the payment required by this subsection is less than the fee-in-lieu amount would be under division Section 4565.08(B)(d) of this section for the Affordable Housing Unit shortfall, the Project Sponsor shall pay the fee-in-lieu amount to the City rather than the amount provided by this subsection.

3. If the number of Affordable Housing Units rented by persons whose household income is at or below sixty percent (60%) AMI or is at or below eighty percent (80%) AMI, as applicable, which remains below fifty percent (50%) of that prescribed in division (A) of this Section for a period of two years or more, the Director shall have cause to take such action as necessary to cause the abatement to terminate and return the property to full taxable status. In the alternative, the Project Sponsor and the City may execute an addendum to the agreement by which the Project Sponsor agrees to pay a fee-in-lieu amount for the Affordable Housing Unit shortfall for the remaining duration of the abatement. The fee-in-lieu amount shall be as described in Section 4565.07(B)(d) for each unit that is required to be an Affordable Unit, divided by 15, multiplied by the number of years remaining in the abatement period.
4. The remedies provided for default herein are not intended, and shall not be so construed, to limit the City's ability to avail itself of other remedies at law or in equity for breach of the agreement.

(Ord. No. 2184-2018 , § 1, 7-30-2018; Ord. No. 1843-2022 , § 1, 7-25-2022; Ord. No. 1839-2023 , § 1, 7-10-2023)

4565.09 - Required terms for incentive agreements in Ready for Opportunity Areas.

The stated terms and conditions applicable to agreements required for Ready for Opportunity Areas by division (A) of Section 4565.06 are not self-executing terms for receipt of an abatement.

(A) A Project Sponsor of a Development Project containing four (4) or more rental housing units in a Ready for Opportunity Area shall be eligible for one of the incentives below:

a) One hundred percent (100%) of the increase in assessed value of the structure for a period of fifteen (15) years if, for the duration of the incentive, a minimum ten percent

(10%) of the housing units in the Development Project are Affordable Housing Units rented to occupants with household income at or below eighty percent (80%) AMI, and an additional ten percent (10%) or more of the housing units in the development are Affordable Housing Units rented to occupants with household income at or below one hundred percent (100%) AMI.

(B) The Project Sponsor may receive credit equal to one (1) Affordable Housing Unit rental for each of the following:

a) For every one million dollars ($1,000,000.00) of environmental remediation expenses required to construct the Development Project;

b) For every twenty-five thousand (25,000) square feet of Class A office space constructed as part of an affiliated commercial development or remodel within the area. The Director may establish rules defining what is an affiliated commercial development or remodel, taking into consideration their usual and customary business definitions.

c) If the Development Project is a renovation of a property listed on the Columbus Register of Historic Properties, then the Affordable Housing Unit requirements shall not apply and no agreement under Section 4565.06 shall be required.

d) The Project Sponsor may make a one-time payment to the City of Columbus, Department of Development, in lieu of providing Affordable Housing Units; the one-time fee-in-lieu payment shall be computed starting with a base amount of $5,000 per required Affordable Housing Unit multiplied by the percentage increase in the Consumer Price Index (CPI), as calculated every August 1 with the first multiplier being the change in the CPI from August 1, 2022 to August 1, 2023, increased further by five percentage points. This calculation will constitute the new base amount for the succeeding year and will be adjusted annually based on the CPI plus five percentage points thereafter. Project Sponsors may opt to include some amount of Affordable Housing Units in a Development Project and buy-out the remaining number of required Affordable Housing Units. If a Project Sponsor opts to provide a fee-in-lieu for all of the required Affordable Housing Units in a Development Project, the Project Sponsor is required to make a fee-in-lieu payment equal to 20% of the total number of units in the Development Project.

(C) Development Projects providing the Affordable Housing Units required under division (A) of this section, or those receiving credits or paying a fee-in-lieu of providing Affordable Housing Units required under division (A) of this section, shall be eligible for a real property tax abatement of one hundred percent (100%), of the assessed value of the structure(s) constructed, for a period of fifteen (15) years from the date of the issuance of a certificate of occupancy (or an earlier date, if elected by the Project Sponsor with the

City's consent, subject to the approval of the Franklin County Auditor of such earlier date).

(D) Default on Affordable Housing Unit Requirement.

1. If the number of Affordable Housing Units rented by persons whose household income is at or below eighty percent (80%) AMI or is at or below one hundred percent (100%) AMI, as applicable, which falls below the proportions prescribed by division (A) for a period of ninety (90) days or more but less than 180 days, the owner must provide written notice of the shortfall to the Director within ten (10) business days.
2. If the number of Affordable Housing Units rented by persons whose household income is at or below eighty percent (80%) AMI or is at or below one hundred percent (100%) AMI, as applicable, which remains below that prescribed in division (A) of this Section for one hundred eighty (180) or more days but less than two years, the Project Sponsor shall be responsible for making payment to the City of Columbus, in an amount determined by the following table:

Affordable Housing Shortfall (by % below required number of units)	Required Payment (by % of annual real property tax abated)
Up to 25%	20%
>25% up to 50%	40%
>50% up to 75%	65%
>75%	90%

If the payment required by this subsection is less than the what the fee-in-lieu would be under division 4565.09(B)(d) of this section for the Affordable Housing Unit shortfall, the Project Sponsor shall pay the fee-in-lieu amount to the City rather than the amount provided by this subsection.

3. If the number of Affordable Housing Units rented by persons whose household income is at or below eighty percent (80%) AMI or at or below one hundred percent (100%) AMI, as applicable, which remains below fifty percent (50%) of that prescribed in division (A) of this Section for two years or more, the Director shall have cause to take such action as necessary to cause the abatement to terminate and return the property

to full taxable status. In the alternative, the Project Sponsor and the City may execute an addendum to the agreement by which the Project Sponsor agrees to pay a fee-in-lieu for the Affordable Housing Unit shortfall for the remaining duration of the abatement. The fee-in-lieu amount shall be as described in Section 4565.09(B)(d) for each unit that is required to be an Affordable Unit, divided by 15, multiplied by the number of years remaining in the abatement period.

4. The remedies provided for default herein are not intended, and shall not be so construed, to limit the City's ability to avail itself of other remedies at law or in equity for breach of the agreement.

(Ord. No. 2184-2018 , § 1, 7-30-2018; Ord. No. 1843-2022 , § 1, 7-25-2022; Ord. No. 1839-2023 , § 1, 7-10-2023)

4565.10 - Income and asset verification.

(A) The Director shall establish rules by which the annual household income of prospective tenants and purchasers of affordable housing units subject to this chapter shall be verified. The Director shall also establish rules by which the asset holdings of prospective tenants and purchasers of affordable housing units subject to this chapter shall be verified, as well as a means of imputing income to these assets where appropriate.

(B) Project sponsors or (if the project sponsor has divested its ownership or control of the development project) the condominium association or homeowners' association, or other successor in interest of the project sponsor, shall provide an annual report, in a form to be established by the Director, attesting that it has verified that households occupying affordable housing units in the development project are qualifying households. Project sponsors shall be subject to audit of any verification documentation required to be collected by the rules established by the Director under division (A) of this section. For owner-occupied affordable housing units, a statement attesting to occupation by a qualifying household shall only be required upon transfer of title.

(Ord. No. 2184-2018 , § 1, 7-30-2018)

4565.11 - Job Creation Incentive Programs Employer Minimum Wage.

(A) In order to qualify for a Jobs Growth Incentive, a Downtown Office Incentive, a Jobs Creation Tax Credit, and/or a subsequent program that may be created after the amending of this code section from the department of development, a Grantee of such financial incentive must pay the net new employees to which the incentive applies a minimum wage of no less than twenty dollars ($20.00) per hour. All agreements authorized by city council for these programs shall

require continued compliance with this minimum wage requirement throughout the term of the agreement.

(1) Upon the recommendation of the director of development, this provision may be waived only by a vote of city council.

(B) Any project receiving an offer letter or executed agreement from the department of development prior to December 5, 2022 is exempted from this requirement if the agreement includes terms materially different than those required in this section.

(C) The director of development shall provide a report annually to city council on or before September 1st detailing the wages of jobs incentivized by the aforementioned programs.

(D) The Job Creation Incentive Programs Employer Minimum Wage shall be reassessed every three (3) years.

(Ord. No. 3381-2018 , § 1, 12-10-2018; Ord. No. 3221-2022 , § 1, 12-5-2022)

4565.12 - Revocation and recapture of incentives

Recipients or beneficiaries of financial incentives defined in this chapter are subject to the provisions of Chapter 377 of Columbus City Codes. Following a rendering of an adverse determination for a violation of provisions of Chapter 377, and subject to a recommendation of the Wage Enforcement Commission, financial incentives may be revoked and any foregone revenue as a function of said financial incentive may be subject to recapture.

(Ord. No. 1802-2020 , § 5, 9-21-2020)

ANN ARBOR
AFFORDABLE HOUSING FUND

PREFACE

The Ann Arbor Affordable Housing Fund was first proposed in the City of Ann Arbor Housing Policy adopted by City Council in July, 1989. The Affordable Housing Fund guidelines were developed by the Community Development Department and approved by the Housing Policy Board in February, 1991 and by the Ann Arbor City Council in April, 1991. Since its inception, the Housing and Human Services Advisory Board (HHSAB) has recommended and City Council has approved a range of housing projects with the vast majority targeted for residents with the lowest incomes. There have been very few projects approved which are targeted toward residents whose incomes fall within the range of 50% to 80% of median income because of the intent of the HHSAB to serve those with the greatest needs.

STATEMENT OF PURPOSE

The Ann Arbor Affordable Housing Fund is established for the promotion, retention and creation of long term affordable housing for households with incomes less than 60% of the City's median income. Further, the Fund is established to improve housing conditions for City of Ann Arbor residents, with priority given to those whose income is at or below 30% of the median household income.

It is the goal of the City to provide a full range of housing opportunities to all its citizens. It is the intent of the City to administer this fund in a flexible manner in order to best meet the housing needs of the City.

The Ann Arbor Affordable Housing Fund is established to provide and distribute financial support in the form of loans, grants or other forms of financial assistance to individuals, organizations or projects that create, retain, rehabilitate or preserve long term affordable housing.

ESTABLISHMENT OF FUND

The Mayor and City Council established by resolution a special revenue account under the name "Ann Arbor Affordable Housing Fund" with revenues specifically dedicated to the Affordable Housing Fund by City Council, any donations from public and private sources, and any federal, state or other funds so designated. It is the intention of the City Council that the Affordable Housing Fund be a dedicated fund in perpetuity for the purposes set out above. Principal and interest from loan repayments, proceeds from grant repayments, forfeitures, reimbursements, and all other income from Fund activities are deposited in the fund. Funds repaid to the City from any of the above sources shall be administered subject to applicable federal, state and city requirements. All funds in the account earn interest at least at the same rate as the City's pooled investments managed by the City Treasurer. All interest earnings from the account are reinvested and dedicated to the account. All appropriated funds in the Affordable Housing Fund are available for eligible program expenditures.

DISTRIBUTION AND USES OF FUNDS

Funds in the Affordable Housing Fund are used to meet the housing needs of individuals and families with incomes less than 60% of the City's median income. Projects to be funded may include pre-development feasibility analysis, rental assistance, technical assistance to nonprofit housing providers, administration of affordable housing programs, new construction, rehabilitation, conversion of housing for use by lower income residents, or acquisition of land or property for use as low income housing.

It is the City's intent that the terms of its loans and grants be established so that the deepest City subsidies go to housing targeted to the lowest income households.

All distributions of principal, interest and other assets of the Affordable Housing Fund are made in furtherance of the purposes set out above, including disbursements from interest earnings necessary to support the Affordable Housing Fund's operations.

ELIGIBILITY REQUIREMENTS FOR PROJECTS UNDER $25,000

Project applications are available from the Washtenaw County Office of Community & Economic Development (OCED) and may be submitted at any time during the program year. OCED will review and approve these proposals as an administrative function and will follow the City's procurement guidelines.

ELIGIBILITY REQUIREMENTS FOR PROJECTS $25,000 OR GREATER

OCED will make an application available to any entity interested in financial support from the Ann Arbor Affordable Housing Fund. OCED may periodically issue a Request for Proposals for Ann Arbor Affordable Housing funds and other housing funds as they become available. Applications should

normally follow that process, although emergent need applications may be considered at any time during the year. OCED and the Housing and Human Services Advisory Board (HHSAB) will review all applications, regardless of how they are submitted. A recommendation will be made to the Mayor and City Council, which will make the final decision to approve the proposal.

Disbursements may be made to non-profit corporations, municipal corporations, for-profit corporations, partnerships, limited equity cooperatives, or to individuals. All projects must be decent, safe and sanitary and meet the Housing Quality Standards as established by the Department of Housing and Urban Development, and the local Code. The City has a priority on using Affordable Housing Fund dollars on projects within the City limits, but will allow for Fund dollars to be used outside the City limits.

Financial assistance shall not be awarded by the Affordable Housing Fund to any corporation, partnership or individual in default according to Section 14.3(e) of the City Charter at the time of final consideration in payment of property taxes, or whose subject property has violations of the City Housing or Building codes or is in violation of the zoning ordinance relating to the subject project. Consideration shall be given to projects which propose correction of the above-mentioned violations. Priority is to be given to projects which address the following:

X the perpetual affordability of units;

X projects which serve predominantly individuals and families with incomes less than 30% of the City's median income.

APPLICATION REQUIREMENTS

Applications must be submitted for each project and include the following:

1. Amount of the request; type of assistance requested (i.e. grant, loan)
2. Project narrative that includes:
    a. the project location
    b. whether the project is a new or existing structure
    c. the number of units (both new and replacement)
    d. percentage of extremely low or very low income benefit (defined as number of households making less than 30% (extremely low) and 50% (very low) and 60% of the current Ann Arbor median income as established by HUD)
    e. period of time which lower income benefit is guaranteed
    f. provisions to insure that units will be occupied by low income individuals initially and throughout the project life
    g. willingness to accept persons holding Section 8 certificates/vouchers
    h. the project schedule or timeline (which shows the length of time required to complete the project)
    i. the project's current permitting status
    j. a description of any supportive services provided by the project
    k. how the project is consistent with the most recent housing needs assessment goals;
3. Description of organization that includes:
    a. organization history
    b. other projects completed
    c. history in managing other rental property including conditions of buildings
    d. applicant's performance on other similar projects, or unique or special organizational characteristics which would indicate the capacity to carry out housing activities;
4. Description of population to be served;
5. Financial documentation that describes the fiscal health of the organization;
6. Project pro forma and budget that includes:
    a. complete financial package
    b. amount and type of project funding that is committed and secured
    c. cost effectiveness of project in terms of meeting need (both total cost per unit and total Trust funds per unit)
    d. utilization of Affordable Housing Funds to leverage other funding sources whenever possible, particularly other subsidized or below market sources;
7. And/or other information as requested by the HHSAB through application forms as updated from time to time by the Board.

This information shall be reviewed by OCED staff and presented to the HHSAB for consideration. The HHSAB will forward projects to City Council for which it recommends final consideration. The HHSAB may waive provisions of the criteria in order to recommend a project if it is deemed to serve an overriding public purpose.

Reconsideration of a project will be allowed if a new application is submitted with substantially different information from the previous application.

TERMS AND CONDITIONS

Affordable Housing Funds can be awarded in any form determined advisable by the HHSAB, subject to applicable state and federal laws and regulations, including but not limited to: low interest loans with terms determined by the "gap financing" needed to make the project feasible; a deferred loan which requires repayment under conditions defined for the project; or other types of financial assistance determined to be appropriate and necessary for the project. In general, the City has flexibility in how to award funds, either as a grant or as a loan.

When funds from the Affordable Housing Fund are awarded for acquisition, construction, or rehabilitation, the owner must sign an enforceable affordability agreement relating to the long term affordability of the unit, for a period of at least twenty years. Annual reporting is also required.

Repayments to the City are deposited into the Affordable Housing Fund and reused for other eligible Affordable Housing Fund projects.

ADMINISTRATION OF THE FUND

The HHSAB, as appointed by the Mayor and City Council, administers the Affordable Housing Fund as specified herein. The HHSAB review applications and make recommendations to City Council on the allocation of the Affordable Housing Fund for requests of $25,000 or greater. The number of members, tenure of office, duties, manner of calling meetings and other tasks of the HHSAB are stated in the Bylaws approved by the HHSAB.

The City Council makes final decisions on the allocation of Affordable Housing Funds of $25,000 or greater. City Council shall take action on recommendations of the HHSAB. A typical review of an application will take no more than thirty (30) days as long as all of the required information is included in the application. City Council will, in most cases, take action on recommendations of the HHSAB at their next scheduled meeting. The Office of Community & Economic Development provides staff assistance to the HHSAB. This includes: maintaining the financial and other records of the Fund; assisting prospective applicants for Affordable Housing Fund support in the preparation of their applications; monitoring the use of the monies distributed to applicants to assure ongoing compliance with the purpose of the Fund and the conditions under which the monies were granted or loaned; reporting periodically, but not less than every twelve (12) months to the City Council regarding the operation and activity of the Fund.

For a copy of the application form, contact:
The Office of Community & Economic Development
P.O. Box 8645
Ann Arbor, Michigan 48107
Applications are also available through the OCED website at www.ewashtenaw.org or call (734) 544-6748.

Last revised: October, 1997
Last revised: November 9, 2006
Last revised: October 20, 2014

City	% of affordable or diverse housing required	Developer Incentives	Alternatives allowed	Units produced	In-Lieu Fee and Calculation	Term of affordability or diversity	Affordable Housing initiatives
East Lansing, MI	25% diverse units	1 credit for each unit exceeding the 25% requirement	No alternatives	91 units produced since adoption (Newman Lofts)	No fee	not specified	Successful Leasing Program, Downpayment Assistance Program, Home Rehabilitation Program, East Lansing Housing Commission
Chapel Hill, NC	15% (10% in Town Center) affordable units	Density bonuses, floor area bonuses, fee waivers, reduction of lot size requirements	Off-site construction, land dedication, dedication of existing units, payment-in-lieu	In 2024, 6 units of affordable homes in Town were developed Since 2018, 131 affordable homes developed 1,000 affordable units in the pipeline for development over next 5 years	Based on avg subsidy needed per unit adjusted annually Current payment-in-lieu amount is $85,000 per unit	permanent	Local Affordable Housing Funding Program (AHFP), Affordable Housing Loan Fund, Affordable Housing Bond, General obligation bond

City	% of affordable or diverse housing required	Developer Incentives	Alternatives allowed	Units produced	In-Lieu Fee and Calculation	Term of affordability or diversity	Affordable Housing initiatives
Boulder, CO	25% of units as permanently affordable (5 or more dwelling units) 20% of units as permanently affordable (4 or fewer dwelling units)	Density and floor area bonuses	Off-site development, land dedication, cash-in-lieu	Over 4,098 affordable homes as of 2024 (up from 981 in 1992) 8.7% of all units citywide are permanently affordable	Based on residential sq ft and affordability gap; adjusted annually City has an online calculator	permanent (deed restricted)	Affordable Housing Fund, Community Housing Assistance Program, Boulder County Down Payment Assistance Program
Pittsburgh, PA (Lawrenceville IZ Overlay)	10% (12% for off-site) affordable units	Not specified, tax abatements available citywide	Off-site option, In-lieu payment	378 units post-IZ vs 677 pre IZ (varying studies, see resources for more info)	Not specified	35 years	Pennsylvania Homeowner Assistance Fund, Housing Opportunity Fund, Pittsburgh Downtown Conversion Program

City	% of affordable or diverse housing required	Developer Incentives	Alternatives allowed	Units produced	In-Lieu Fee and Calculation	Term of affordability or diversity	Affordable Housing initiatives
Burlington, VT	15-25% affordable units (higher percentage on more expensive developments) Note: applies to student housing	Density, height and lot coverage bonuses, fee waivers	off-site development, payment-in-lieu	279 units built in 2024 In 2023, the 10-year avg was 119 units per year	$35,000 per dwelling unit for projects containing 5-16 dwelling units $70,000 per dwelling unit for projects containing 17-49 dwelling units $85,000 per dwelling unit for projects containing 50 or more dwelling units	99 years	Housing Trust Fund, Burlington Housing Authority
Portland, ME	25% workforce or low-income	Fee reductions if 25%+ units are affordable	Off site units, payment-in-lieu	775 affordable housing units in 2024 1,005 units are under construction, 727 of which are expected to be complete by the end of 2025	$182,830 per unit in 2025 (adjusted annually)	10-30 years (depends on percentage of workforce units provided)	Housing Trust Fund, Affordable Housing Tax Increment Financing, Workforce Housing Units

City	% of affordable or diverse housing required	Developer Incentives	Alternatives allowed	Units produced	In-Lieu Fee and Calculation	Term of affordability or diversity	Affordable Housing initiatives
Ann Arbor, MI	10-15% affordable units (PUD projects)	Height, density and floor area bonuses, 50% fee reimbursement	on-site units, in-lieu fee, or mix	Since 2015, 626 affordable units developed countywide 998 planned affordable units expected within 3 years (no citywide IZ)	Not specified	not specified	Affordable Housing Millage
Columbus, OH	10-15% affordable units (CRA)	Tax abatements for 15 years	In-lieu fee	Not specified	Fee allowed only in some districts (amounts negotiated per agreement)	15 years (CRA tied)	Rental Housing Production and Preservation, Homeownership Development Program, Ordinance 2146-2023, The Columbus Housing Reinvestment Act (CRA)

City	% of affordable or diverse housing required	Developer Incentives	Alternatives allowed	Units produced	In-Lieu Fee and Calculation	Term of affordability or diversity	Affordable Housing initiatives
State College, PA	10% inclusionary units	Reduction of density restrictions, bonus unit	Fee-in-lieu, off-site development, building and land donation	0 buildings in which inclusionary units are distributed among market units. All developers have paid the fee in-lieu or built them off-site Not specified how many affordable units have been built off site or by using the in-lieu fees	Based on an estimate of the actual cost of providing an inclusionary unit Amount not specified	99 years	Centre County Housing Authority

Condensed Version

City	East Lansing, MI	Chapel Hill, NC	Boulder, CO	Pittsburgh, PA (Lawrenceville IZ Overlay)	Burlington, VT	Portland, ME	Ann Arbor, MI	Columbus, OH	State College, PA
% of affordable of diverse housing required	25%	15% and 10%	25% and 20%	10% and 12%	15-25%	25%	10-15%	10-15%	10%
Units Produced	91 units since adoption	Since 2018, 131 affordable homes developed	3,117 units since 1992	378 units post-IZ	279 units built in 2024	775 affordable housing units in 2024	Since 2015, 626 affordable units developed countywide	Not specified	Not specified
Developer Incentives									
Density Bonus		**X**	**X**		**X**		**X**		**X**
Floor Area Bonus		**X**	**X**				**X**		
Reduction of lot size requirements		**X**			**X**				

City	East Lansing, MI	Chapel Hill, NC	Boulder, CO	Pittsburgh, PA (Lawrenceville IZ Overlay)	Burlington, VT	Portland, ME	Ann Arbor, MI	Columbus, OH	State College, PA
Fee Waiver		X			X	X	X		
Height Bonus					X		X		
Credit	X								
Tax abatement				X				X	
Bonus unit									X
Expedited process		x							
Alternatives Allowed									
Off-site		X	X	X	X	X			X
In-lieu payment		X	X	X	X	X	X	X	X
Land dedication		X	X						X
Dedication of existing units		X							X

Definitions:

Area Median Income (AMI): The midpoint of a specific area's income distribution.

Sending Site: An alternative location where off-site diverse housing units are provided and is eligible to transfer credits for those units to a receiving site

Receiving Site: The development subject to the diverse housing/inclusionary zoning requirement

Incentives:

Density: The permissible number of dwelling units that are allowed per unit or lot area

Density Bonus: Allow developers to increase density over the maximum allowable residential density on a site in exchange for a commitment to include a certain number of affordable/diverse units in the development or some other community benefit

> **Example:** Boulder, Colorado grants a density bonus of up to 10 additional dwelling units per acre in their RMX-2 Zoning District if developers meet a set of affordable housing requirements.

Floor Area Ratio Bonus (FAR): The net floor area of the building (s) on a lot divided by the net lot area. This establishes a relationship between a property and the amount of floor area permitted for that property. A floor area bonus allows developers to exceed the maximum allowable FAR permitted under the zoning code in exchange for the development of affordable/diverse housing or some other community benefit.

> **Example:** Chapel Hill, North Carolina grants floor area bonuses for two family or multi-family dwelling units for all zoning districts except R-SS-C ad MU-V zoning districts. The floor area bonuses are described in the table below:

Type of Unit by Bedroom	Floor Area Bonus per Affordable Housing dwelling unit for building without common interior space	Floor Area Bonus per Affordable Housing Unit for building with common interior space
Efficiency	2,400 square feet	3,000 square feet
1 Bedroom	3,400 square feet	4,250 square feet
2 Bedroom	4,100 square feet	5,125 square feet
3+ Bedroom	5,300 square feet	6,625 square feet

Reduction of Lot Size Requirements: reduces the smallest permissible area required under the zoning code for a single parcel of land on which a building or structure may be constructed in exchange for the development of diverse/affordable housing or some other community benefit.

> **Example:** Burlington, Vermont entitles any covered project under its Inclusionary and Replacement Housing Ordinance a right to increase the maximum lot coverage when all Inclusionary Units are constructed on the same lot.

Fee Waiver: The waiving or reduction of planning, permitting or impact fees to projects that include diverse or affordable units

> **Example:** Portland, Maine reduces development fees based on the percentage of new units that are low-income or workforce units. If 25% or more of new units are designated low-income or workforce housing, the project qualifies for a 25% reduction in development fees.

Height Bonus: Allows additional building height for the exchange of affordable/diverse housing or other community benefits.

> **Example:** Ann Arbor, Michigan allows the height limit of their ordinance to be increased by up to 30% by implementing an affordable housing component or sustainability component.

Credit: Provided to developers to reduce a housing requirement in future projects

> **Example:** East Lansing, MI provides one credit to a developer for each unit above the 25% diverse housing requirement that can be later used by the same developer to reduce the diverse housing requirement in future projects.

Tax Abatement: Reduction or removal of the amount of taxes owed for a specified period

> **Example:** The Local Economic Revitalization Tax Assistance (LERTA) program in Pittsburgh, Pennsylvania provides tax abatements of up to $250,000 per tax body for each of the 10 years of the program to commercial residential developments that meet specific affordability requirements.

Bonus Unit: An additional dwelling unit granted to developers in exchange for affordable/diverse housing or some other community benefit.

> **Example:** State College, Pennsylvania allows developments that provide inclusionary units on-site to have the option to add one additional bonus unit for each inclusionary unit provided as part of the land development plan.

Expedited Permitting Process: City staff expedite and simplify the permitting and review process for affordable/diverse housing projects.

> **Example:** Chapel Hill, North Carolina has an expedited review process for projects that include at least 25% affordable housing. They state, "the new Residential Community Priority-Conditional Zoning District (R-CP-CZD) offers a reduced review timeline from 12-18 months to less than six months."

Alternatives:

Off-site Units:

A developer may opt to provide the required affordable or diverse housing at a separate location than the proposed site.

Advantages:

- Can be more cost-effective as it can often produce more total units
- Can leverage other affordable housing subsidies to produce additional units or serve lower-income residents

Disadvantages:

- May concentrate affordable units in lower-income areas (by design or by accident)
- May lack accountability to ensure off-site units are built

Case Study: Boulder, Colorado
Inclusionary Housing Off-site Requirements and Timelines | City of Boulder

Off-site affordable units may be provided as for sale or rental housing.

Off-site requirements for newly constructed affordable units:

Steps to provide newly constructed affordable units off-site as outlined by Boulder, Colorado

1. *Developments subject to a planning land use review start that process with the Planning Division (sending site)*

2. *Discuss options for meeting the IH requirement with a housing planner; choose to provide some or all of the required affordable units off-site (sending site)*
3. *The Inclusionary Housing requirement or the sending site is determined and documented (sending site)*
4. *An off-site location is proposed trough a pre-application submittal and approved (receiving site)*
5. *Planning land use review (sending site)*
6. *Development subject to a land use review start that process with the Planning Division (receiving site)*
7. *IH requirement for sending and receiving site finalized and documented (receiving site)*
8. *Documents and guarantees are executed; may submit for a building permit (sending/receiving site)*
9. *Receiving site Certificate of Occupancy (sending site)*
10. *Housing Inspections and monitoring (receiving site)*
11. *Marketing of for-sale units or leasing of rental units can begin (receiving site)*
12. *Certificate of Occupancy- no later than one year after the sending site receives any temporary or final CO. Guarantees fully released. (receiving site)*

Requirements when Deed Restricting Existing Units:

1. *Developments subject to a planning land use review start that process with the Planning Division (sending site)*
2. *Discuss options for meeting the IH requirement with a housing planner; choose to provide some or all of the required affordable units off-site (sending site)*
3. *A preliminary estimate of the IH requirement for the Sending Site is determined and existing units may be proposed (sending site)*
4. *Off-site location and existing unit preliminary proposal is submitted through a pre-application request, The city will approve, approve wit conditions, or deny (receiving site)*
5. *Land us approval granted. Start TEC-DOC review process in the planning department (sending site)*
6. *Sending Site IH program finalized (sending site)*
7. *Final IH and rehabilitation proposal submitted and approved. Interim covenant executed. Housing construction inspection funds remitted to the city (receiving site).*
8. *Documents and guarantees are executed; may submit for a building permit (sending site)*

9. *Housing inspections (receiving site)*
10. *Letter of completion and Final Covenants no later than one year after the Sending Site receives any temporary or final CO. (receiving site)*

Additional Info:

The IH requirement is based on a proportional determination of unit type, number of bedrooms and unit size to what is provide[d] in the market rate units on the sending site. For example. If the sending site units are half one bedroom and half two bedroom, the affordable units should reflect that mix.

Their ordinance also specifies the number of bathrooms and the minimum square footage of each affordable unit.

Price of affordable for-sale and rental units:

- *For-sale developments: The initial sales price for single-family homes and townhomes will be affordable to a household earning 120% AMI. The initial sales price for all other types of housing will be affordable to a household earning 100% AMI*
- *Rental developments: 80% of the rents will be affordable to a household earning no more than 60% of the AMI and 20% of the rents will be affordable to a household earning no more than 50% of the AMI*

Affordable prices are adjusted quarterly, and rents are set annually.

In-lieu payment:

A fee paid by the developer instead of providing affordable or diverse housing units. This fee typically goes into a local affordable housing fund where dollars are used to support the development of affordable/diverse housing or other local priorities. **Two-thirds of jurisdictions** identified with inclusionary housing policies have fee-in-lieu programs.

Urban Institute Study on In-Lieu Fees by Aaron Shroyer:

Advantages:

- Flexible funding source
- Provide leverage for other funding sources
- Streamlined development process
- Promotes discussion of local affordable housing policies
- Create mechanism to fund housing units that inclusionary policies do not produce (e.g., units for households with extremely low incomes and family –sized units) or fund other local housing priorities
- Make a development process more predictable
- Provide important source of funding for nonprofit developers

Disadvantages:

- May undermine inclusionary zoning policy if the primary goal is to create mixed-income developments
- Fewer on-site units and less mixed-income development
- Units created from in-lieu fees might be of lower quality or built in lower-cost neighborhoods, which could reinforce historic patterns of segregation
- Increased staff time

Calculating In-lieu Fees:

Three main methods are used to calculate in-lieu fees: the affordability gap method, the production cost method, and indexed fees based on project characteristics.

Affordability Gap Method:

The in-lieu fee is the difference between the fair market price and what a low-or-moderate-income household can afford. The gap is calculated per unit. This method relies on the availability of local data and represents the market-rate developer's perspective.

Formula: In-lieu fee (total) = (market rent per unit – affordable rent per unit) x number of affordable units

Production Cost Method:

The in-lieu fee is the difference between the cost of developing a comparable affordable unit and the income generated by an affordable unit. This method requires surveys of recent affordable housing projects with similar characteristics and represents the nonprofit developer's perspective. As a result, communities with a robust nonprofit development community benefit the most from this method.

Formula: In-Lieu Fee (per unit) = cost to develop a comparable affordable unit – present value of income from the affordable unit

Formula: total in-lieu fee = in lieu fee per unit x number of affordable units required

Indexed Fees Based on Project Characteristics:

The in-lieu fee is a product of a square foot charge and the gross floor area. This method uses a per project calculation

Formula: In-lieu fee = per square foot rate x gross floor area of the project

Case Study: Chapel Hill, North Carolina:

- **Fee use**: constructing or rehabilitating housing units; assisting residents with rent, mortgage, or utility payments; and providing local matches to federal affordable housing grant approved by the Town Council.
- **Management of Fee:** Various staff in the city's Affordable Housing Department manage this fund. Their Affordable Housing Manager is the primary supervisor of the fund.
- **Fee Calculation:** Each year, "*agencies actively involved in producing affordable housing will be asked to provide the Town Council with a list of new affordable dwelling units from the past fiscal year and to specify for each unit the dollar amount of subsidy needed to make each unit affordable. The per unit average of the subsidies will be calculated, and this average will be multiplied by the average percent increase in the cost of new homes constructed in the Town for that fiscal year. The result will be the payment-in-lieu amount for the next year."* The amount is updated annually.
- **Fee:** $85,000 per unit (as of 2011; The city is currently in the process of updating this fee.)
- **Notes:** East Lansing planning staff spoke with Chapel Hill staff on August 11. City staff at Chapel Hill, NC expressed concerns about the viability of a payment in-lieu fee. They are in the process of trying to find more ways to incentivize affordable housing. One way they are doing this is through an expedited permitting process. They are also in the process of updating their threshold that enforces the 15 and 10 percent affordable housing requirement from a minimum of 5 units to a minimum of 30 units. This means that a development that includes 30 units or more (rather than 5 units) will be enforced to supply 10 to 15 percent of their units as affordable. The city hopes this potential update will incentivize more small-scale development in the area. Chapel Hill staff also commented that many developers do not want to manage affordable units. To address this issue, the city developed a program that manages the affordable housing units for them through the Community Home Trust.

To Consider:

1. When setting the in-lieu fee, it is necessary to consider priorities of more affordable or mixed income developments. If the in-lieu fee is lower than construction costs, often times developers will opt to pay into the fee, lending to more affordable rather than mixed income housing. If the in-lieu is set to a relatively high fee, developers may be more incentivized to create mixed developments.

Land Dedication

Allows developers to donate land for affordable/diverse housing development to the city or to a nonprofit agency approved by the city. There is typically a process in place to ensure that the land donated is of equivalent value to the required housing units.

Advantages:

- Agencies may have more experience/capacity to focus on affordable housing
- Agencies may have access to grants or other funding mechanisms
- Developers can focus on their core business activities, which may not include affordable housing
- Can avoid or lessen complexities associated with zoning or regulatory approvals

Disadvantages:

- Intensive staff involvement
- May lack accountability to ensure affordable/diverse units are built
- May concentrate low-income residents

Case Study: Boulder, Colorado:

Land Dedication Review and Approval Process | City of Boulder

Process to propose land to satisfy Inclusionary Housing requirements:

1. *Meet with a housing planner to review options to satisfy IH and determine if a land dedication is the desired option*
2. *Submit a Pre-Application Review form to the Planning and Development Services Department*

If the site is determined to meet the above requirements the following steps must be completed:

1. *Satisfactory proof of title must be provided to the city manager within 30 days before the effective date of dedication to the city of an entity designated by the city for such dedication. The land must be free of all liens and encumbrances and*

all property taxes and special taxes must be current before the title for the dedicated land is conveyed. Dedicated land must be in the form of a fee simple parcel that will be fully owned by the city or its designee.

2. *Provide a clean phase 1 Environmental Assessment to demonstrate that the land is acceptable for residential development. Other studies of assessments may be required to make this determination*
3. *The value of the land to be dedicated will be determined, at the cost of the developer, by an independent appraiser to be selected from a list of Colorado Certified General Appraisers provided by the city, or by such alternative means of valuation to which a developer and the city may agree*
4. *If the appraised value of the land does not equal the full amount of the cash-in-lieu owed, the applicant shall contribute cash-in-lieu to make up any gap between the value of the donated land and the total cash-in-lieu contribution amount.*
5. *Dedicated land plus any cash-in-lieu contributed must be of equivalent or greater value to the total cash-in-lieu contribution amount*
6. *Open Space Requirement: If land proposed to be dedicated under this subparagraph is part of the same site review as the market rate units that create the inclusionary housing requirement the open space requirements for any permanently affordable units constructed on the land proposed to be dedicated shall be met entirely on the land proposed to be dedicated ad the open space requirements for the market rate units shall be met entirely within the market rate unit development*
7. *A signed warranty deed granting land to the city or its designee will be executed prior to application for any residential building permit by the sending site.*

Dedication of existing units:

Allows existing dwelling units to be restricted and transformed into suitable affordable housing dwelling units.

Advantages:

- Can bring affordable units online much faster than new construction
- Can be more cost-effective than new construction, and utilize existing infrastructure
- Repurposing existing buildings is more environmentally sustainable, reducing new material use and construction waste
- May be able to preserve the architectural or historic character of existing structures or neighborhoods

Disadvantages:

- May require significant renovations to meet modern life safety or accessibility standards
- May lead to displacement or concentrate low-income people in certain areas
- Developers may need financial incentives or subsidies to make dedications economically viable

Case Study: Chapel Hill, North Carolina

Chapel Hill IZ/inclusionary zoning ordinance 11-9-07 (69586).DOC

Chapel Hill allows the restriction of existing dwelling units to be affordable housing dwelling units through covenants, contractual arrangements, or resale restrictions. The restriction of the units must result in the creation of units that are of equivalent value, quality, and size of the permanently Affordable Dwelling Units which would have been constructed on-site if this alternative had not been utilized. If a proposed development consists of ownership units, the units created utilizing this alternative shall also be ownership units.

City	Resources
East Lansing, MI	https://library.municode.com/mi/east_lansing/codes/code_of_ordinances?nodeId=PTIICOOR_CH50ZO_ARTIIADEN_DIV3SPUSPE_S50-94STRE https://www.cityofeastlansing.com/2456/Current-CDBG-Programs
Chapel Hill, NC	Read Our Plan — Chapel Hill Affordable Housing Chapel Hill IZ/inclusionary zoning ordinance 11-9-07 (69586).DOC 2024 Town Bond Referendum | Town of Chapel Hill, NC Microsoft Word - Affordable Housing Funding Allocation Strategy - Jul 2025 https://www.townofchapelhill.org/home/showpublisheddocument/56378/638620866873900000 635485371912800000
Boulder, CO	(Chapter 13 - Inclusionary Housing | Municipal Code | Boulder, CO | Municode Library) Affordable Housing Investments | City of Boulder Affordable Housing in the City of Boulder Data Dashboard | City of Boulder
Pittsburgh, PA (Lawrenceville IZ Overlay)	Amending the Pittsburgh Code, Title Nine, Zoning, Chapters 903, 904, 905 and 922 to amend several components of the Site Plan Review process including new thresholds for review, new standards based on districts and clarifying the type of documentation re https://www.pittsburghpa.gov/files/assets/city/v/1/controller/special-report-inclusionary-zoning.pdf https://www.pittsburghpa.gov/City-Government/Boards-Authorities-Commissions/List-of-Boards-Authorities-Commissions/Urban-Redevelopment-Authority https://www.ura.org/pages/pittsburgh-downtown-conversion-program

Burlington, VT	E:\Files\IZ\USprofiles\Burlington\Burlington 16Oct09 num.PDF https://www.burlingtonvt.gov/DocumentCenter/View/6849/BTVstat-Housing-Report---June-2024 https://data.burlingtonvt.gov/pages/housing https://www.burlingtonvt.gov/DocumentCenter/View/2492/Inclusionary-and-Replacement-Housing-PDFhttps://www.burlingtonvt.gov/861/Fiscal-Year-2025-Housing-Trust-Fund https://burlingtonhousing.org/about
Portland, ME	edb664de-f27e-493e-8c7e-19d25faf3d27 https://content.civicplus.com/api/assets/3ab77e5b-466e-4378-8658-19da6ca5633b https://www.mainehousing.org/docs/default-source/policy-research/research-reports/outlook-reports/2025-housing-outlook-report.pdf https://www.portlandmaine.gov/1441/Housing-Trust-Fund https://www.portlandmaine.gov/348/Workforce-Housing-Units
Ann Arbor, MI	udc-edition-10a-effective-2-6-25.pdf https://www.a2gov.org/media/n2fhua01/washtenaw-county-housing-affordability-and-equity-findings-and-recommendations.pdf https://washtenaw.maps.arcgis.com/apps/dashboards/bf43a42c68ec45539908236f6c63e35b https://www.a2gov.org/housing-commission/housing-programs/homeownership/
Columbus, OH	https://www.columbus.gov/Services/Housing-Assistance-Programs/Housing-Programs/RHPP https://www.columbus.gov/Services/Housing-Assistance-Programs/Housing-Programs/HOMEOWNERSHIP-DEVELOPMENT-PROGRAM https://www.columbus.gov/Government/City-Council/News-Releases-Information/Programs-Initiatives/Housing-Initiatives Chapter 4565 - AFFORDABLE HOUSING AND COMMUNITY REINVESTMENT AREA INCENTIVE POLICY | Code of Ordinances | Columbus, OH | Municode Library
State College, PA	Borough of State College, PA Inclusionary Housing Housing | Centre County, PA - Official Website

	https://www.centredaily.com/news/local/community/state-college/article66137087.html
Definitions	Density bonuses - Local Housing Solutions https://lims.minneapolismn.gov/download/Agenda/856/Built%20Form.pdf/46372/1789/Built%20Form%20Regulations Density or Floor Area Ratio (FAR) Bonuses Floor Area Ratio Handout.pdf Urban Minimum Lot Sizes: Their Background, Effects, and Avenues to Reform | Mercatus Center Floor to Lot Area Ratio (FAR) Minimum Lot Size Model Legislation - Metropolitan Abundance Project Fee Waivers - Inclusionary Housing udc-edition-10a-effective-2-6-25.pdf Revitalizing Pittsburgh: Downtown LERTA Program Passes in Landmark Col What Is Area Median Income (AMI)? | HUD Loans
Alternatives	Determining In-Lieu Fees in Inclusionary Zoning Policies Inclusionary Housing Off-site Requirements and Timelines | City of Boulder Land Dedication Review and Approval Process | City of Boulder Land Dedication - Inclusionary Housing Chapel Hill IZ/inclusionary zoning ordinance 11-9-07 (69586).DOC

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Cassius E. Street, Jr., Retired
Jonathan E. Maire, Retired

June 14, 2025
Sent via email rbelleman@cityofeastlansing.com
And Hand Delivered

Robert V. Belleman
City Manager
410 Abbot Road
East Lansing, MI 48823

RE: Ordinance 1384 Proposed Amendment

Dear Mr. Belleman:

I represent Gregory Ballein. As you know, we have been working on a proposed amendment to Ordinance 1384 to include the option of a fee in lieu fund. We believe this amendment will help support the City's economic vitality and provide opportunities that will alleviate the City's current financial crisis. Please find Ordinance 1384 attached with the proposed amendment in red starting on page 5.

I will be attending the City Council meeting today to request at Public Comment that the City Council put this ordinance amendment on the Agenda for the July 15 meeting, whereat I will request immediate referral of this proposed ordinance amendment to the planning commission for review.

Very truly yours,

GRUA, FREEMAN, TUPPER & YOUNG, PLC

Carrie S. Ihrig Freeman

Carrie S. Ihrig Freeman

CSIF
Enclosures

Introduced: 08-16- 2016
Public Hearing: 11-09- 2016
Adopted: 11-09- 2016
Effective: 11-30-2016

ORDINANCE NO. 1384

AN ORDINANCE TO AMEND SECTION 50-94 OF CHAPTER 50 – ZONING - OF THE CODE OF THE CITY OF EAST LANSING TO ESTABLISH SPECIAL USE STANDARDS FOR MULTIPLE FAMILY DWELLINGS IN A PORTION OF THE DOWNTOWN DEVELOPMENT AUTHORITY DISTRICT.

THE CITY OF EAST LANSING ORDAINS:

Sections 50-94 of Chapter 50 of the Code of the City of East Lansing is hereby amended to read as follows:

Sec. 50-94. - Standards for review.

(a) *All uses.* Except as may be provided elsewhere in this section or chapter, each special use permit application shall meet each of the following standards:

(1) The proposed use shall be consistent with the purpose of the use district in which it is located and the purpose and provisions of this division.

(2) The site plan for the property shall be approved in accordance with the provisions of section 50-36 of this chapter.

(3) The proposed size, height, architectural character and placement of new or expanded structures on the site shall be reasonably compatible with the existing or anticipated buildings on adjacent properties.

(4) Streets and access facilities serving the site shall be able to safely accommodate the expected traffic generated by the proposed use; the use shall not cause excessive traffic congestion or delays, obstruct access to adjacent properties, or imperil the safety of motorists, pedestrians or bicyclists.

(5) The proposed use shall not adversely affect the use and enjoyment of adjacent properties by generating excessive noise, vibration, light, glare, odors or any other form of pollution or nuisances.

(6) The proposed use shall not materially diminish the economic value of adjacent properties or the city as a whole.

(7) The proposed use shall not materially diminish the privacy, safety, security or enjoyment of any residential dwelling or residential neighborhood within the vicinity of the site.

(8) The proposed use shall be located with direct access to and frontage on a major street as designated in the major street plan, or within an area designated for adaptive reuse in the city center element of the comprehensive plan.

(b) *Specific uses.* In addition to the standards above, to address their unique characteristics, certain uses shall also meet the applicable standards below.

(1) *Churches.*

a. Standards set forth in items (3) and (8) of subsection (a) above do not apply to churches.

b. The minimum yard requirements of the use district in which the church is to be located shall apply except that in no event shall the yard requirement be less than 0.5 feet of yard to each foot of building height (excluding steeples) as applied to rear yard or side yard depth.

(2) *Businesses selling alcoholic beverages.* The following additional standards shall apply to restaurants and businesses licensed or to be licensed for the sale of alcoholic beverages or alcoholic liquor for consumption on or off the premises.

a. The establishment shall not be located in such proximity to churches, elementary, or secondary schools, child development centers, or community centers so as to annoy, injure, offend, disrupt, disturb, or interfere with the activities conducted thereon or the persons conducting, attending, or traveling to or from such premises.

b. The establishment shall not cause or continue an undue concentration of similar uses in the neighborhood such that liquor establishments and trade become a dominant influence or feature of the district or neighborhood.

c. The establishment shall be designed, operated, and maintained at all times consistent with responsible business practices and so that no excessive demands shall be placed upon public safety services, nor any excessive risk of harm to the public health, safety, or sanitation, interference with vehicular or pedestrian traffic or parking, or the continuance or maintenance of any unlawful conduct, public nuisance, or disorderly conduct either within the establishment or on or about the adjacent businesses and public streets, alleys, parks, parking facilities, or other areas open to the public. The establishment shall make reasonable effort to report to authorities any unlawful conduct that is observed from the

premises. The requirements of this section shall be a written condition of each special use permit issued to a restaurant.

d. Restaurants selling alcoholic beverages shall provide to the city manager reports and business records, in the form and manner required by an administrative order to be published by the city manager and approved by the city council, to permit the city to review and determine continued compliance with the requirement and performance standards of the definition of "restaurant" in section 50-8 and chapter 18 of the City Charter.

1. The requirements and performance standards of the definition of "restaurant" in section 50-8 and the reporting requirements of this subsection shall be a written condition of all special use permits issued to restaurants licensed to sell alcoholic beverages, provided however, that in the case of establishments which do not comply with the performance standards of subsection (4) of the definition of "restaurant" in section 50-8 at the time such establishment first becomes subject to the requirement of a special use permit, the special use permit issued for such establishment shall include a condition that the establishment demonstrate on an annual basis progress toward meeting such performance standards. Progress shall be measured by examining the ratio of alcoholic beverage sales to food sales during the most recent completed calendar year as compared to the ratio for the preceding year.

2. Proprietary information. Trade secrets or commercial or financial information received by the city manager pursuant to this section shall be exempt from disclosure to the public as a public record and shall not be published pursuant to the provisions of MCL 15.243 if the proprietor requests that the records be confidential, except that such records shall be admissible before all courts and administrative tribunals in proceedings brought for the purpose of enforcing this chapter.

(3) *Fraternities and sororities.*

a. The standard set forth in item (8) of subsection (a) above does not apply to fraternities and sororities.

b. In addition to the parking requirements for such uses specified in section 50-812, fraternities and sororities shall provide and maintain a parking access and management arrangement sufficient to serve the parking and access demands associated with chapter meetings, formal and informal social activities, or other on-site events which include the attendance of persons other than those who reside on the property. Such parking and

access arrangements may include, but are not limited to, the provision of additional on-site parking, the use of private off-premises parking, the use of public parking in municipal lots or on-street spaces, and the availability of bus or shuttle service or carpooling arrangements.

(4) *Multiple-family dwellings in business districts.* Where multiple-family dwelling units are provided in conjunction with business uses on a property in a business district, the following additional standards shall apply.

a. Except where multiple-family dwelling units may be permitted as the sole principal use of a building to provide unique housing opportunities which are not otherwise available in the city center, at a minimum, the first floor of any building shall primarily be used for principal permitted business uses, and the number of multiple-family dwelling units and the permitted occupancy of the units shall be limited to maintain a reasonable balance between the business and residential uses on the property consistent with the purpose of each business district. The provision of first floor retail may be waived by majority vote of the City Council in those areas of the B-3 District outside of the area identified in Section 50-593(f) of this Chapter where warranted by the existing retail opportunities adjacent to the project.

b. The number of multiple-family dwelling units, the permitted occupancy of the units and the height and size of structures containing such units shall be limited to be compatible with adjacent development patterns and any nearby residential districts.

c. Reasonable amounts of yard areas and open space shall be provided where necessary to be consistent with surrounding use and development patterns and to provide for the privacy and enjoyment of the residents.

d. The design, type and operational characteristics of the business and residential uses on the property shall be compatible with one another.

e. The residential units shall be designed and marketed to diversify housing opportunities in the neighborhood and shall not increase existing high concentrations of similar housing units in the neighborhood. Further, in the area west of Collingwood Drive within the district boundaries of the City of East Lansing Downtown Development Authority, in order to achieve diversity in the types of housing offered in the area including an appropriate balance of owner occupied housing, senior housing, low to moderate income housing, mixed-market rental housing and other types of diverse housing in the area, for all development plans that contain housing, an appropriate number of the dwelling units shall be marketed and/or sold as owner occupied housing or housing offered to and restricted to residents 55 and older, restricted to low to moderate income

housing or restricted to some other occupancy that would add diversity to the area so that at least 25% of the housing is owner occupied, restricted to residents 55 and older, restricted to low to moderate income housing or restricted to some other occupancy that would add diversity to the area, or in the alternative, a developer may pay a one-time fee to the **City of East Lansing's Affordable and Diverse Housing Initiative Fund** in accordance with paragraph (e)(1) below, or a developer may build the equivalent of the 25 percent of the dwelling units required for a project elsewhere within the city limits. Developers may opt to include some amount of the required dwelling units in a development project and build the remaining number of required dwelling units elsewhere in the city. For purposes of this section, "development" shall include more than one structure as long as multiple structures are part of the same site plan approval. The requirement of this section shall not apply to Hotels. For any development that is constructed and occupied in excess of the 25% requirement of this section, the developer shall be given one credit for each residential unit in excess of the 25%. The credits, or any portion thereof, may be used by the developer, or the developer's assignee, as a credit, on a one for one basis, to meet the 25% requirement for future development projects in this area. The number of credits obtained for any development shall be calculated by the zoning official and maintained in the city records. Any assignment of credits must be in writing and signed by the developer. The intent to use credits of this nature, the number of credits intended to be used, the location of the development which created the credits, and any documentation showing any assignment of the credits shall be submitted with the site plan or amended site plan.

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(1) **Affordable and Diverse Housing Initiative Fund.** For any multiple-family dwelling unit development to which (4)(e) above applies, the developer may make a one-time payment to the City of East Lansing's Affordable and Diverse Housing Initiative Fund in lieu of compliance with the 25 percent requirement of section (4)(e) above. The one-time fee-in-lieu payment shall be computed starting with a base amount of $5,000.00 per dwelling unit, increased annually by the product of the base amount multiplied by the percentage increase in the Consumer Price Index (CPI), as calculated every August 1 with the first multiplier being the change in the CPI from August 1, 2026 to August 1, 2027. This calculation will constitute the new base amount for the succeeding year and will be adjusted annually based on the change in the CPI thereafter. Developers may opt to include some amount of the required dwelling units in a development project and provide fee-in-lieu for the remaining number of required dwelling units.

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(5) *Additional building height.*

a. Where a special use permit is required to permit building height above the base level permitted in any use district, the compatibility of the building shall be determined in part by the extent to which the use of the building and the building design, its setbacks and its orientation on the site successfully mitigate negative impacts upon neighboring uses, the natural

features of the site and public facilities and services. Such buildings may be approved only if they comply with subsection (a) of this section and all of the following additional standards:

1. The building shall not be located in such proximity to a single-family or two-family neighborhood so as to cause excessive noise or shadowing impacts, or substantial reductions in personal privacy or property values. The planning and zoning administrator may require the applicant to submit a solar angle diagram and shadow analysis prepared by a registered architect or engineer showing the extent of shadowing caused by the proposed building on adjacent properties and structures.

2. The portion of the building extending above the base level permitted in each use district shall be located no closer to the property line of a residentially zoned property than a distance equal to the amount of the height in excess of the base level.

3. The building shall not result in traffic generation which exceeds the carrying capacity of adjacent streets, exceeds the parking capacity of on-site spaces or nearby municipal parking facilities, causes excessive congestion or risks to public safety, or causes or substantially contributes to excessive volumes of traffic through residential neighborhoods.

4. The building shall not generate demands which exceed the capacity of public utilities and services necessary to serve the site.

b. In addition, the city council may further increase the maximum permitted building height to the extent and for that area in the B-3 district as specified in subsection 50-593 (f) for a building deemed to be of significant public benefit. The city council shall find, upon an affirmative vote of three-fourths of all members of the city council, that such buildings meet subsections (5)a.1. through 4., of this subsection and all of the following standards:

1. The building, through its proposed use, shall contribute substantially to the mix of desirable commercial, residential, social, cultural or employment opportunities or public amenities or open space available in the business district to achieve one or more public goals or objectives, as specified in the comprehensive plan or other strategic plan of the city, to benefit the business district, the adjacent residential or public areas, and the city as a whole.

2. The applicant demonstrates that additional building height is necessary in order to make the proposed development economically feasible for the intended use and no reasonable alternative to additional height exists.

3. The additional building height will cause no significant additional negative impact on adjacent properties, public streets and parking facilities, or public utility and services.

(6) *Dispensaries and primary caregiver operations.* The following additional standards shall apply to dispensaries and primary caregiver operations:

a. They shall comply at all times and in all circumstances with the Medical Marihuana Act and the General Rules of the Michigan Department of Community Health and/or the Department of Licensing and Regulatory Affairs.

b. They must be located outside of a 1,000-foot radius from any school, including any licensed facility with after school programs, child care centers, or daycare centers, to insure community compliance with federal "Drug-Free School Zones" requirements.

c. No more than five primary caregivers may operate from a dispensary.

d. All medical marihuana shall be contained within an enclosed, locked facility, inaccessible on all sides and equipped with locks that permit access only by the registered caregivers, as reviewed and approved by the building official and the police department.

e. All necessary building, electrical, plumbing and mechanical permits shall be obtained for any portion of the structure which contains electrical wiring, lighting and/or watering devices that support the cultivation, growing or harvesting of marihuana.

f. Any portion of the structure where energy usage and heat exceeds typical residential use, such as a grow room, and the storage of any chemicals such as herbicides, pesticides, and fertilizers shall be subject to inspection and approval by the fire department to insure compliance with the Michigan Fire Protection Code.

g. They shall not be operated from a business which sells alcoholic beverages.

h. The establishment shall not be located in such proximity to churches or community centers so as to annoy, injure, offend, disrupt, disturb, or interfere with the activities conducted thereon or the persons conducting, attending, or traveling to or from such premises.

i. The establishment shall not cause or continue an undue concentration of similar uses in the neighborhood such that dispensaries and medical marihuana paraphernalia trade become a dominant influence or feature of the district or neighborhood and no caregiver operation or dispensary shall be located within 500 feet of another caregiver operation or dispensary.

j. The establishment shall be designed, operated, and maintained at all times consistent with responsible business practices and so that no excessive demands shall be placed upon public safety services, nor any excessive risk of harm to the public health, safety, or sanitation, interference with vehicular or pedestrian traffic or parking, or the continuance or maintenance of any unlawful conduct, public nuisance, or disorderly conduct either within the establishment or on or about the adjacent businesses and public streets, alleys, parks, parking facilities, or other areas open to the public. The establishment shall make reasonable effort to report to authorities any unlawful conduct that is observed from the premises. The requirements of this section shall be a written condition of each special use permit issued to a dispensary or caregiver operation.

k. No drive-through facilities shall be permitted.

l. They may not be operated out of a residence or residential structure.

m. All transfers and deliveries of medical marihuana to qualifying patients must occur within the structure out of public view or inside the patient's residence.

n. The consumption of medical marihuana on the premises is prohibited.

(7) *Household pet daycares*. The following additional standards shall apply to household pet daycares:

a. Household pet daycare shall be located within a fully enclosed accessory structure meeting the requirements of the zoning code. Such accessory structure shall be located in the rear yard no closer than one hundred feet from any adjoining dwelling and no closer than twenty-five feet from the dwelling of the owner thereof.

b. The enclosure shall be properly ventilated to prevent drafts and remove odors, shall be of sufficient size to accommodate the animals, and shall be designed so as to prevent rats, mice, or other rodents from being harbored underneath, inside, or inside the walls of the enclosure.

c. Outdoor activities must be supervised and restricted to the hours between 9:00 am and 5:00 pm; and fully contained within a six (6) foot high solid fenced area in the rear yard. The required fenced area shall be a minimum of fifteen (15) feet from the property line. A fence located on a property line shall not satisfy the requirement for a fenced area.

d. Hours of operation shall be 12 hours or less and be restricted to the hours between 6 am and 7 pm. Animals shall be kept within the accessory structure or within a fenced area at all times unless leashed, and shall not be permitted to run at large.

e. All structures for the keeping of such animals shall be constructed of material that can be easily cleaned and shall be kept in a clean and sanitary condition. The required fenced area must be cleaned daily and kept free from trash and accumulated droppings. Appropriate disposal of droppings is required. All provisions of the City Code relating to noise, odor, and sanitation, including the provisions of this article, shall apply to the keeping of animals under this section.

(8) *Reduced building height.* Where a special use permit is required to permit building height below the level permitted in any use district, such buildings may

be approved only if they comply with subsection (a) of this section and one of the following additional standards.

a. The proposed building is of a particular architectural style that has significant importance to the proposed use of the building or is deemed an architecturally significant addition to the overall attractiveness of the district and the applicant has demonstrated that there is no reasonable alternative to the height sought in achieving such attractive construction..

b. The proposed use contributes substantially to the mix of desirable commercial, residential, social, cultural or employment opportunities or public amenities or open space available in the business district to achieve one or more public goals or objectives as specified in the comprehensive plan or other strategic plan of the City, to benefit the business district, the adjacent residential or public areas or the City as a whole.

By_____ By_____

Mark S. Meadows, Mayor Marie E. Wicks, City Clerk

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July 22, 2025

Sent Via Email only to lbartley@cityofeastlansing.com, rbelleman@cityofeastlansing.com, airwin@cityofeastlansing.com

Planning Commission
C/O: Landon Bartley
Robert Bellman
Annette Irwin

Re: Memorandum for the Planning Commission Related to Revisions to Ordinance 1384 the Re-Development of SBS Bookstore

Dear Planning Commission:

At your last meeting on July 15, 2025, you requested information regarding other communities who have implemented the Fee-in-Lieu option in their ordinances. Please find attached our research in regards thereto for your review. It is my hope that this can be further discussed at your meeting on July 23, 2025. Thank you in advance for your prompt attention to this matter. As you know, my client needs to determine whether the redevelopment of SBS Bookstore will be possible by about Labor Day this year. Anything you can do to help move the review of this project along is greatly appreciated. I am really hoping our community will be able to benefit from this incredible opportunity. I will be present at the Planning Commission meeting on the 23rd to answer any additional questions.

Very truly yours,

GRUA, FREEMAN, TUPPER & YOUNG, PLC

Carrie S. Ihrig Freeman

Carrie S. Ihrig Freeman

MEMORANDUM

To: Planning Commission
From:Carrie S. Ihrig Freeman
Date: July 22, 2025
Re: Ordinance 1384 and SBS Redevelopment

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1. Examples of Fee-in-Lieu in other communities:
    - **Ann Arbor**
        i. https://www.a2gov.org/media/qqgdnjux/premium-evaluation-2023-07-11-report-interviews-and-options.pdf
        ii. https://hdp-us-prod-app-aagov-engage-files.s3.us-west-2.amazonaws.com/4217/5010/3301/Housing_Appendix_Outline_v5_-_CPC_Feedback_6.10.25.pdf#:~:text=The%20city%20has%20also%20found,Since%202021%2C%201%2C054%20income%2D
        iii. https://www.michigandaily.com/news/ann-arbor/city-of-ann-arbor-makes-changes-to-downtown-zoning-eliminates-some-affordable-housing-incentives/#:~:text=%E2%80%9CBased%20on%20our%20research%2C%20we,since%20the%20changes%20in%202019.%E2%80%9D
        iv. https://www.a2gov.org/housing-commission/affordable-housing-millage/#:~:text=TAX%20FOR%20THE%20CONSTRUCTION%2C%20ACQUISITION,precinct%20voting%20in%20favor.%E2%80%8B
        v. Relevant quotes/data from Ann Arbor:
            - "The development community stressed that it is very difficult from a financing and management perspective to mix market rate and affordable units. Developments that include a mix of market rate and affordable units are not eligible for common funding mechanisms for affordable housing development such as MSHDA funding and are much more difficult to obtain private funding."
            - "Doing nothing is not an option. When cities decline to reform overly restrictive zoning codes, or when they add new restrictions, supply declines and housing becomes even less affordable."
            - "Increasing housing supply helps. Increasing density is one way to increase supply. When more housing options are available, rents and housing prices stabilize. Even when new units are built at higher prices, they eventually age into affordability over time."
    - **Madison, WI**
        i. https://www.cityofmadison.com/news/2024-11-27/hundreds-of-

new-affordable-units-get-funding-from-city-of-madison

ii. Relevant quotes/data from Madison:
    - "In Madison, Wisconsin, a "fee in lieu" of affordable housing means developers can pay a fee to the city instead of building a certain percentage of affordable units in their developments. This fee contributes to the City of Madison's Affordable Housing Fund, which is used to support other affordable housing projects according to the City of Madison. The city uses this fund to provide loans and other financial assistance to developers who create affordable housing units."
    - "Hundreds of proposed new income- and rent-restricted apartments will receive financial support from the City of Madison's Community Development Division… The Community Development Division had approximately $10 million available from the Affordable Housing Fund, which is part of the City's Capital Budget, to support development proposals this year. The City's primary goal is to add at least 250 units to the supply of affordable rental housing in Madison through this process – a goal that was again exceeded this year."

- **Columbus, OH**
    i. https://www.axios.com/local/columbus/2022/07/27/affordable-housing-tax-credit-policy-renewed
    ii. Relevant quotes/data from Columbus:
        - "In Columbus, Ohio, developers can sometimes fulfill their affordable housing obligations by paying a "fee in lieu" rather than providing the required number of affordable units. This fee allows them to contribute financially to the city's affordable housing initiatives, instead of directly creating affordable housing units within their development. The fee amount is typically determined based on the number of affordable units the developer is obligated to provide, and the specific terms can be found in the city's Community Reinvestment Area (CRA) program and related ordinances."
        - "Columbus incentivizes the creation of affordable housing through tax abatements, where developers receive property tax reductions for a set period (e.g., 15 years) if they meet certain affordable housing benchmarks."

2. City of East Lansing Comprehensive Plan Addendum "IN FOCUS" https://www.cityofeastlansing.com/DocumentCenter/View/16284/EL-Comp-Plan-Update-Final-Review-Draft-PDF
    - "IN FOCUS" took feedback, surveys and communications from City of East Lansing citizens. Results:

i. Report Takeaway #1: *Changing Trends & Economic Conditions*.
   - Report: "Ensuring economic resilience by providing a buffer from economic downturns or demographic changes"
   - Proposed Development: Sadly, the textbook industry has changed and we hope to responsibly transition. Meanwhile, COEL is facing a structural deficit of more than $3M next fiscal year with proposed cuts of services. The proposed development adds approximately $680K to the general fund, annually, as well as a $2M contribution. It also monetizes underutilized parking. In total, the Student Book Store can meaningfully help COEL financially.

ii. Report Takeaway #2: *Parks and Recreation*.
   - Report: "This plan is intended to forecast the future need for parks and recreation in the City in order to ensure residents have access to open space and recreational opportunities"
   - Proposed Development: As a measure of financial austerity, proposed cuts include cutting the general fund's entire $2.6M contribution to the Parks and Recreation fund. City officials hope residents will agree to pick up the tab to pay for parks through a property tax millage. The subject development could pay for this through its $2M contribution.

iii. Report Takeaway #3: *Housing Density*.
   - Report: "Residents desire greater housing densities in the downtown core…prioritize redevelopment along existing transit corridors"
   - Proposed Development: The subject development will add density in the desired downtown core, along the CATA line.

iv. Report Takeaway #4: *Responsible Land Use*.
   - Report: "Recognizing that land use is influenced by increasingly complex and rapidly changing factors, this plan emphasizes the need for ongoing, flexible evaluation and responsive planning"
   - Proposed Development: The subject development best utilizes urban land to create needed housing supply and improve city economic conditions.

3. Missed Revenue Opportunities, as a result of inadequate policy deterring development in East Lansing
   - Red Cedar Development – Lansing
     i. $242M economic development in Lansing
     ii. https://www.lansingstatejournal.com/story/news/2018/02/23/developers-red-cedar-project-lansing-city-council-renaissance-joel-ferguson-frank-kass-schor/359136002/

iii. Total Annual RE Taxes: $4,672,757.18, per year. Had that been in East Lansing, resulting East Lansing authorities would have received:
    - City General Fund: $1,028,007, annually
    - City Solid Wate and Recycling: $140,183, annually
    - East Lansing Public Library: $186,910, annually
    - East Lansing Public Schools: $607,458, annually
iv. Two (2) new hotels, conventional apartments, student apartments, senior housing…all in Lansing.

4. Spartan Gateway District – more missed economic activity to support downtown East Lansing
    - https://www.lansingstatejournal.com/picture-gallery/news/local/2025/04/07/images-msu-plans-new-olympic-sports-arena-hotel-restaurants/82974387007/
    - Economic development, including hotel, retail and housing, build on MSU land generating zero real estate taxes back to City of East Lansing
    - Retail that takes away from the downtown retail and small businesses of downtown East Lansing
5. Michigan State growth rate
    - "Michigan State University's enrollment has seen a growth of about 1.5% over the last decade."
    - That is approximately 780 additional students, per year.
    - Where do they live? Without added supply, what is to stop housing inflation?
    - Does Lansing and Meridian Township continue to benefit from taking economic development from East Lansing?

Introduced: 08-16- 2016
Public Hearing: 11-09- 2016
Adopted: 11-09- 2016
Effective: 11-30-2016

ORDINANCE NO. 1384

AN ORDINANCE TO AMEND SECTION 50-94 OF CHAPTER 50 – ZONING - OF THE CODE OF THE CITY OF EAST LANSING TO ESTABLISH SPECIAL USE STANDARDS FOR MULTIPLE FAMILY DWELLINGS IN A PORTION OF THE DOWNTOWN DEVELOPMENT AUTHORITY DISTRICT.

THE CITY OF EAST LANSING ORDAINS:

Sections 50-94 of Chapter 50 of the Code of the City of East Lansing is hereby amended to read as follows:

Sec. 50-94. - Standards for review.

(a) *All uses.* Except as may be provided elsewhere in this section or chapter, each special use permit application shall meet each of the following standards:

(1) The proposed use shall be consistent with the purpose of the use district in which it is located and the purpose and provisions of this division.

(2) The site plan for the property shall be approved in accordance with the provisions of section 50-36 of this chapter.

(3) The proposed size, height, architectural character and placement of new or expanded structures on the site shall be reasonably compatible with the existing or anticipated buildings on adjacent properties.

(4) Streets and access facilities serving the site shall be able to safely accommodate the expected traffic generated by the proposed use; the use shall not cause excessive traffic congestion or delays, obstruct access to adjacent properties, or imperil the safety of motorists, pedestrians or bicyclists.

(5) The proposed use shall not adversely affect the use and enjoyment of adjacent properties by generating excessive noise, vibration, light, glare, odors or any other form of pollution or nuisances.

(6) The proposed use shall not materially diminish the economic value of adjacent properties or the city as a whole.

(7) The proposed use shall not materially diminish the privacy, safety, security or enjoyment of any residential dwelling or residential neighborhood within the vicinity of the site.

(8) The proposed use shall be located with direct access to and frontage on a major street as designated in the major street plan, or within an area designated for adaptive reuse in the city center element of the comprehensive plan.

(b) *Specific uses.* In addition to the standards above, to address their unique characteristics, certain uses shall also meet the applicable standards below.

(1) *Churches.*

a. Standards set forth in items (3) and (8) of subsection (a) above do not apply to churches.

b. The minimum yard requirements of the use district in which the church is to be located shall apply except that in no event shall the yard requirement be less than 0.5 feet of yard to each foot of building height (excluding steeples) as applied to rear yard or side yard depth.

(2) *Businesses selling alcoholic beverages.* The following additional standards shall apply to restaurants and businesses licensed or to be licensed for the sale of alcoholic beverages or alcoholic liquor for consumption on or off the premises.

a. The establishment shall not be located in such proximity to churches, elementary, or secondary schools, child development centers, or community centers so as to annoy, injure, offend, disrupt, disturb, or interfere with the activities conducted thereon or the persons conducting, attending, or traveling to or from such premises.

b. The establishment shall not cause or continue an undue concentration of similar uses in the neighborhood such that liquor establishments and trade become a dominant influence or feature of the district or neighborhood.

c. The establishment shall be designed, operated, and maintained at all times consistent with responsible business practices and so that no excessive demands shall be placed upon public safety services, nor any excessive risk of harm to the public health, safety, or sanitation, interference with vehicular or pedestrian traffic or parking, or the continuance or maintenance of any unlawful conduct, public nuisance, or disorderly conduct either within the establishment or on or about the adjacent businesses and public streets, alleys, parks, parking facilities, or other areas open to the public. The establishment shall make reasonable effort to report to authorities any unlawful conduct that is observed from the

premises. The requirements of this section shall be a written condition of each special use permit issued to a restaurant.

d. Restaurants selling alcoholic beverages shall provide to the city manager reports and business records, in the form and manner required by an administrative order to be published by the city manager and approved by the city council, to permit the city to review and determine continued compliance with the requirement and performance standards of the definition of "restaurant" in section 50-8 and chapter 18 of the City Charter.

1. The requirements and performance standards of the definition of "restaurant" in section 50-8 and the reporting requirements of this subsection shall be a written condition of all special use permits issued to restaurants licensed to sell alcoholic beverages, provided however, that in the case of establishments which do not comply with the performance standards of subsection (4) of the definition of "restaurant" in section 50-8 at the time such establishment first becomes subject to the requirement of a special use permit, the special use permit issued for such establishment shall include a condition that the establishment demonstrate on an annual basis progress toward meeting such performance standards. Progress shall be measured by examining the ratio of alcoholic beverage sales to food sales during the most recent completed calendar year as compared to the ratio for the preceding year.

2. Proprietary information. Trade secrets or commercial or financial information received by the city manager pursuant to this section shall be exempt from disclosure to the public as a public record and shall not be published pursuant to the provisions of MCL 15.243 if the proprietor requests that the records be confidential, except that such records shall be admissible before all courts and administrative tribunals in proceedings brought for the purpose of enforcing this chapter.

(3) *Fraternities and sororities.*

a. The standard set forth in item (8) of subsection (a) above does not apply to fraternities and sororities.

b. In addition to the parking requirements for such uses specified in section 50-812, fraternities and sororities shall provide and maintain a parking access and management arrangement sufficient to serve the parking and access demands associated with chapter meetings, formal and informal social activities, or other on-site events which include the attendance of persons other than those who reside on the property. Such parking and

access arrangements may include, but are not limited to, the provision of additional on-site parking, the use of private off-premises parking, the use of public parking in municipal lots or on-street spaces, and the availability of bus or shuttle service or carpooling arrangements.

(4) *Multiple-family dwellings in business districts.* Where multiple-family dwelling units are provided in conjunction with business uses on a property in a business district, the following additional standards shall apply.

a. Except where multiple-family dwelling units may be permitted as the sole principal use of a building to provide unique housing opportunities which are not otherwise available in the city center, at a minimum, the first floor of any building shall primarily be used for principal permitted business uses, and the number of multiple-family dwelling units and the permitted occupancy of the units shall be limited to maintain a reasonable balance between the business and residential uses on the property consistent with the purpose of each business district. The provision of first floor retail may be waived by majority vote of the City Council in those areas of the B-3 District outside of the area identified in Section 50-593(f) of this Chapter where warranted by the existing retail opportunities adjacent to the project.

b. The number of multiple-family dwelling units, the permitted occupancy of the units and the height and size of structures containing such units shall be limited to be compatible with adjacent development patterns and any nearby residential districts.

c. Reasonable amounts of yard areas and open space shall be provided where necessary to be consistent with surrounding use and development patterns and to provide for the privacy and enjoyment of the residents.

d. The design, type and operational characteristics of the business and residential uses on the property shall be compatible with one another.

e. The residential units shall be designed and marketed to diversify housing opportunities in the neighborhood and shall not increase existing high concentrations of similar housing units in the neighborhood. Further, in the area west of Collingwood Drive within the district boundaries of the City of East Lansing Downtown Development Authority, in order to achieve diversity in the types of housing offered in the area including an appropriate balance of owner occupied housing, senior housing, low to moderate income housing, mixed-market rental housing and other types of diverse housing in the area, for all development plans that contain housing, an appropriate number of the dwelling units shall be marketed and/or sold as owner occupied housing or housing offered to and restricted to residents 55 and older, restricted to low to moderate income

housing or restricted to some other occupancy that would add diversity to the area so that at least 25% of the housing is owner occupied, restricted to residents 55 and older, restricted to low to moderate income housing or restricted to some other occupancy that would add diversity to the area. For purposes of this section, "development" shall include more than one structure as long as multiple structures are part of the same site plan approval. The requirement of this section shall not apply to Hotels. For any development that is constructed and occupied in excess of the 25% requirement of this section, the developer shall be given one credit for each residential unit in excess of the 25%. The credits, or any portion thereof, may be used by the developer, or the developer's assignee, as a credit, on a one for one basis, to meet the 25% requirement for future development projects in this area. The number of credits obtained for any development shall be calculated by the zoning official and maintained in the city records. Any assignment of credits must be in writing and signed by the developer. The intent to use credits of this nature, the number of credits intended to be used, the location of the development which created the credits, and any documentation showing any assignment of the credits shall be submitted with the site plan or amended site plan.

(5) *Additional building height.*

a. Where a special use permit is required to permit building height above the base level permitted in any use district, the compatibility of the building shall be determined in part by the extent to which the use of the building and the building design, its setbacks and its orientation on the site successfully mitigate negative impacts upon neighboring uses, the natural features of the site and public facilities and services. Such buildings may be approved only if they comply with subsection (a) of this section and all of the following additional standards:

1. The building shall not be located in such proximity to a single-family or two-family neighborhood so as to cause excessive noise or shadowing impacts, or substantial reductions in personal privacy or property values. The planning and zoning administrator may require the applicant to submit a solar angle diagram and shadow analysis prepared by a registered architect or engineer showing the extent of shadowing caused by the proposed building on adjacent properties and structures.

2. The portion of the building extending above the base level permitted in each use district shall be located no closer to the property line of a residentially zoned property than a distance equal to the amount of the height in excess of the base level.

3. The building shall not result in traffic generation which exceeds the carrying capacity of adjacent streets, exceeds the parking capacity of on-site spaces or nearby municipal parking facilities, causes excessive congestion or risks to public safety, or causes or substantially contributes to excessive volumes of traffic through residential neighborhoods.

4. The building shall not generate demands which exceed the capacity of public utilities and services necessary to serve the site.

b. In addition, the city council may further increase the maximum permitted building height to the extent and for that area in the B-3 district as specified in subsection 50-593 (f) for a building deemed to be of significant public benefit. The city council shall find, upon an affirmative vote of three-fourths of all members of the city council, that such buildings meet subsections (5)a.1. through 4., of this subsection and all of the following standards:

1. The building, through its proposed use, shall contribute substantially to the mix of desirable commercial, residential, social, cultural or employment opportunities or public amenities or open space available in the business district to achieve one or more public goals or objectives, as specified in the comprehensive plan or other strategic plan of the city, to benefit the business district, the adjacent residential or public areas, and the city as a whole.

2. The applicant demonstrates that additional building height is necessary in order to make the proposed development economically feasible for the intended use and no reasonable alternative to additional height exists.

3. The additional building height will cause no significant additional negative impact on adjacent properties, public streets and parking facilities, or public utility and services.

(6) *Dispensaries and primary caregiver operations.* The following additional standards shall apply to dispensaries and primary caregiver operations:

a. They shall comply at all times and in all circumstances with the Medical Marihuana Act and the General Rules of the Michigan Department of Community Health and/or the Department of Licensing and Regulatory Affairs.

b. They must be located outside of a 1,000-foot radius from any school, including any licensed facility with after school programs, child care centers, or daycare centers, to insure community compliance with federal "Drug-Free School Zones" requirements.

c. No more than five primary caregivers may operate from a dispensary.

d. All medical marihuana shall be contained within an enclosed, locked facility, inaccessible on all sides and equipped with locks that permit access only by the registered caregivers, as reviewed and approved by the building official and the police department.

e. All necessary building, electrical, plumbing and mechanical permits shall be obtained for any portion of the structure which contains electrical wiring, lighting and/or watering devices that support the cultivation, growing or harvesting of marihuana.

f. Any portion of the structure where energy usage and heat exceeds typical residential use, such as a grow room, and the storage of any chemicals such as herbicides, pesticides, and fertilizers shall be subject to inspection and approval by the fire department to insure compliance with the Michigan Fire Protection Code.

g. They shall not be operated from a business which sells alcoholic beverages.

h. The establishment shall not be located in such proximity to churches or community centers so as to annoy, injure, offend, disrupt, disturb, or interfere with the activities conducted thereon or the persons conducting, attending, or traveling to or from such premises.

i. The establishment shall not cause or continue an undue concentration of similar uses in the neighborhood such that dispensaries and medical marihuana paraphernalia trade become a dominant influence or feature of the district or neighborhood and no caregiver operation or dispensary shall be located within 500 feet of another caregiver operation or dispensary.

j. The establishment shall be designed, operated, and maintained at all times consistent with responsible business practices and so that no excessive demands shall be placed upon public safety services, nor any excessive risk of harm to the public health, safety, or sanitation, interference with vehicular or pedestrian traffic or parking, or the continuance or maintenance of any unlawful conduct, public nuisance, or disorderly conduct either within the establishment or on or about the adjacent businesses and public streets, alleys, parks, parking facilities, or other areas open to the public. The establishment shall make reasonable effort to report to authorities any unlawful conduct that is observed from the premises. The requirements of this section shall be a written condition of each special use permit issued to a dispensary or caregiver operation.

k. No drive-through facilities shall be permitted.

l. They may not be operated out of a residence or residential structure.

m. All transfers and deliveries of medical marihuana to qualifying patients must occur within the structure out of public view or inside the patient's residence.

n. The consumption of medical marihuana on the premises is prohibited.

(7) *Household pet daycares*. The following additional standards shall apply to household pet daycares:

a. Household pet daycare shall be located within a fully enclosed accessory structure meeting the requirements of the zoning code. Such accessory structure shall be located in the rear yard no closer than one hundred feet from any adjoining dwelling and no closer than twenty-five feet from the dwelling of the owner thereof.

b. The enclosure shall be properly ventilated to prevent drafts and remove odors, shall be of sufficient size to accommodate the animals, and shall be designed so as to prevent rats, mice, or other rodents from being harbored underneath, inside, or inside the walls of the enclosure.

c. Outdoor activities must be supervised and restricted to the hours between 9:00 am and 5:00 pm; and fully contained within a six (6) foot high solid fenced area in the rear yard. The required fenced area shall be a minimum of fifteen (15) feet from the property line. A fence located on a property line shall not satisfy the requirement for a fenced area.

d. Hours of operation shall be 12 hours or less and be restricted to the hours between 6 am and 7 pm. Animals shall be kept within the accessory structure or within a fenced area at all times unless leashed, and shall not be permitted to run at large.

e. All structures for the keeping of such animals shall be constructed of material that can be easily cleaned and shall be kept in a clean and sanitary condition. The required fenced area must be cleaned daily and kept free from trash and accumulated droppings. Appropriate disposal of droppings is required. All provisions of the City Code relating to noise, odor, and sanitation, including the provisions of this article, shall apply to the keeping of animals under this section.

(8) *Reduced building height.* Where a special use permit is required to permit building height below the level permitted in any use district, such buildings may

be approved only if they comply with subsection (a) of this section and one of the following additional standards.

a. The proposed building is of a particular architectural style that has significant importance to the proposed use of the building or is deemed an architecturally significant addition to the overall attractiveness of the district and the applicant has demonstrated that there is no reasonable alternative to the height sought in achieving such attractive construction..

b. The proposed use contributes substantially to the mix of desirable commercial, residential, social, cultural or employment opportunities or public amenities or open space available in the business district to achieve one or more public goals or objectives as specified in the comprehensive plan or other strategic plan of the City, to benefit the business district, the adjacent residential or public areas or the City as a whole.

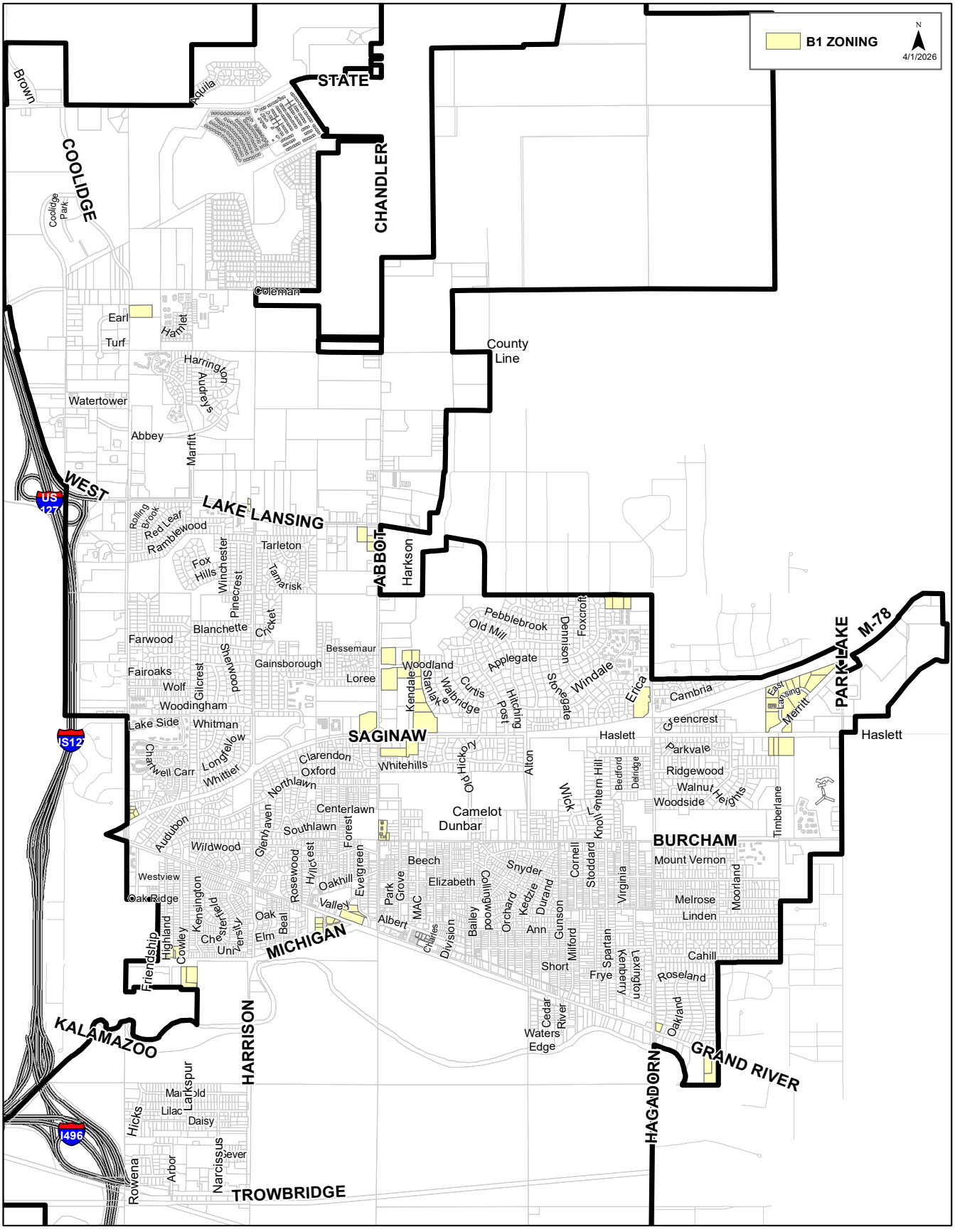
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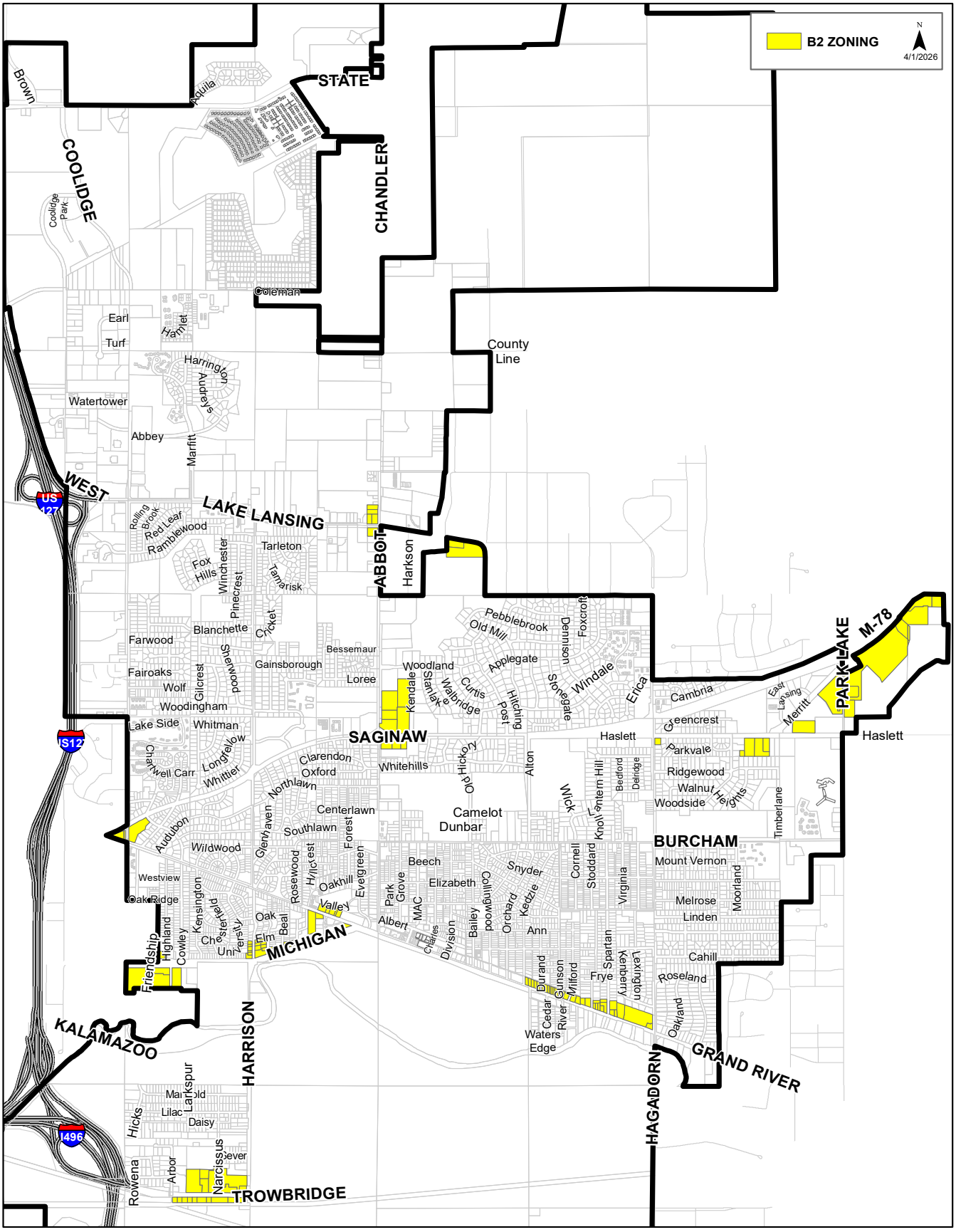
Mark S. Meadows, Mayor Marie E. Wicks, City Clerk

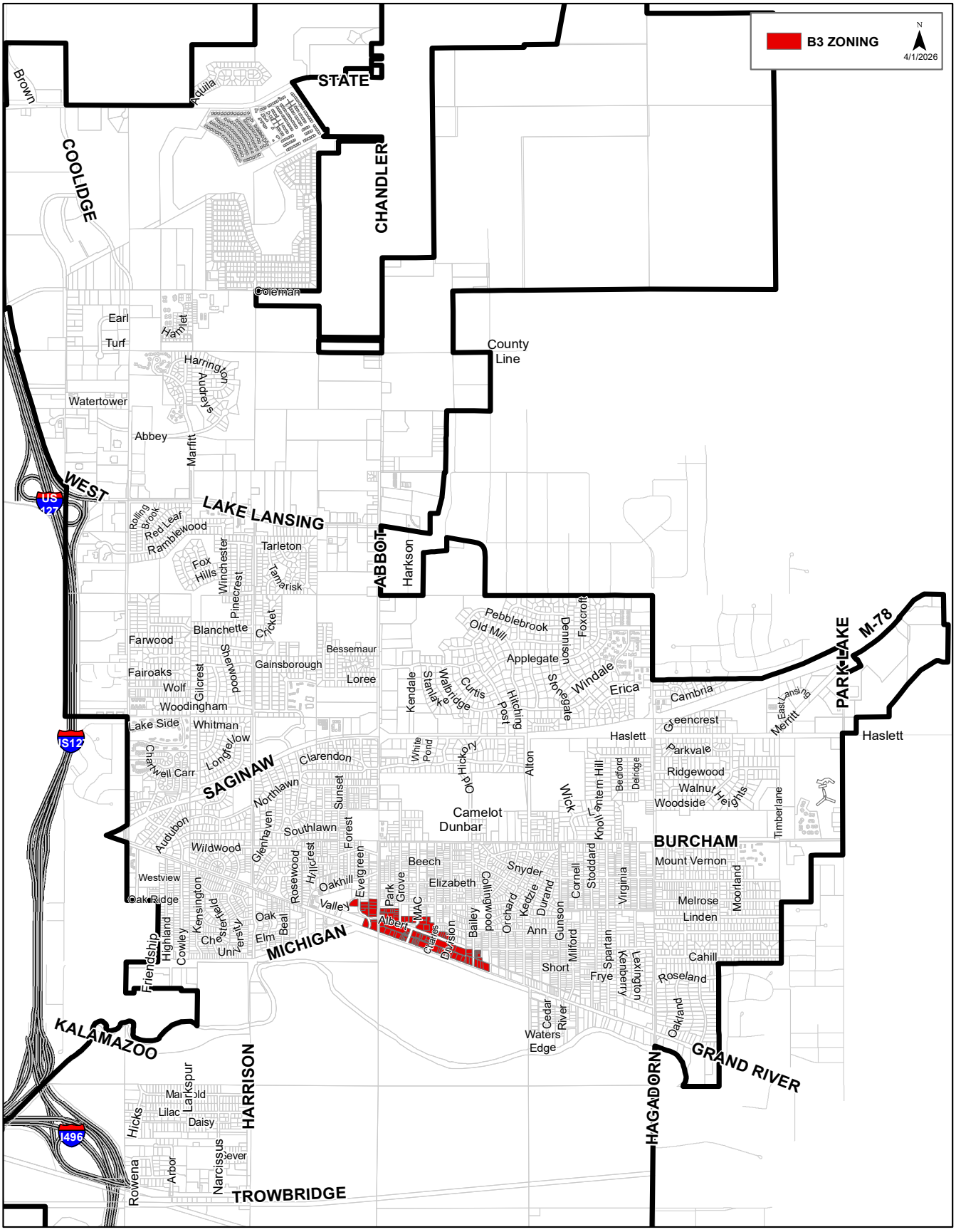
City	University	Conference	Mandatory Requirement	Bonus Incentives	Percentage Required	Type (SF or Unit)	Fee Per	Applied to 530 Albert	East Lansing Equivalent Per Unit
State College, PA	Penn State	Big 10	Yes	Yes	10%	Unit	$ 129,000	$ 3,044,400	$ 51,600
Bloomington, IN	Indiana	Big 10	Yes	Yes	30%	Unit	$ 50,000	$ 3,540,000	$ 60,000
Iowa City, IA	Iowa	Big 10	Yes	Yes	10%	Unit	$ 113,065	$ 2,668,334	$ 45,226
Minneapolis, MN	Minnesota	Big 10	Yes	Yes	8%	Total Leasable SF	$ 22	$ 3,978,414	$ 67,431
Columbus, OH	Ohio State	Big 10	Yes	Yes	10%	Unit	$ 32,000	$ 755,200	$ 12,800
Evanston, IL	Northwestern	Big 10	Yes	Yes	10%	Unit	$ 150,000	$ 3,540,000	$ 60,000
Seattle, WA	Washington	Big 10	Yes	Yes	5-10%	Total Rental SF	$ 29	$ 6,106,800	$ 103,505
Lincoln, NE	Nebraska	Big 10	No	Yes	0%	N/A	N/A	$ -	$ -
Champaign, IL	Illinois	Big 10	No	Yes	0%	N/A	N/A	$ -	$ -
Ann Arbor, MI	Michigan	Big 10	No	Yes	0%	N/A	N/A	$ -	$ -
Madison, WI	Wisconsin	Big 10	No	Yes	0%	N/A	N/A	$ -	$ -
Eugene, OR	Oregon	Big 10	No	Yes	0%	N/A	N/A	$ -	$ -
West Lafayette, IN	Purdue	Big 10	No	No	0%	N/A	N/A	$ -	$ -
New Brunswick, NJ	Rutgers	Big 10	No	Yes	0%	N/A	N/A	$ -	$ -
College Park, MD	Maryland	Big 10	No	Yes	0%	N/A	N/A	$ -	$ -
Pittsburgh, PA	Pittsburgh	ACC	Yes	Yes	10%	*Under Development*	N/A	$ -	$ -
Miami, FL	Miami	ACC	No	Yes	0%	N/A	N/A	$ -	$ -
Tallahassee, FL	Florida State	ACC	No	No	0%	N/A	N/A	$ -	$ -
Clemson, SC	Clemson	ACC	No	No	0%	N/A	N/A	$ -	$ -
Chapel Hill, NC	North Carolina	ACC	No	Yes	0%	N/A	N/A	$ -	$ -
Raleigh, NC	North Carolina State	ACC	No	Yes	0%	N/A	N/A	$ -	$ -
Durham, NC	Duke	ACC	No	Yes	0%	N/A	N/A	$ -	$ -
Winston-Salem, NC	Wake Forest	ACC	No	Yes	0%	N/A	N/A	$ -	$ -
Louisville, KY	Louisville	ACC	No	Yes	0%	N/A	N/A	$ -	$ -
Atlanta, GA	Georgia Tech	ACC	No	Yes	0%	N/A	N/A	$ -	$ -
Blacksburg, VA	Virginia Tech	ACC	No	Yes	0%	N/A	N/A	$ -	$ -
Charlottesville, VA	Virginia	ACC	No	Yes	0%	N/A	N/A	$ -	$ -
South Bend, IN	Notre Dame	ACC	No	No	0%	N/A	N/A	$ -	$ -
Dallas, TX	Southern Methodist	ACC	No	Yes	0%	N/A	N/A	$ -	$ -
Syracuse, NY	Syracuse	ACC	No	Yes	0%	N/A	N/A	$ -	$ -
Boulder, CO	Colorado	Big 12	Yes	Yes	25%	Total Rental SF	$ 49	$ 10,299,997	$ 174,576
Tempe, AZ	Arizona State	Big 12	No	Yes	0%	N/A	N/A	$ -	$ -
Tucson, AZ	Arizona	Big 12	No	Yes	0%	N/A	N/A	$ -	$ -
Ames, IA	Iowa State	Big 12	No	No	0%	N/A	N/A	$ -	$ -
Lawrence, KS	Kansas	Big 12	No	No	0%	N/A	N/A	$ -	$ -
Manhattan, KS	Kansas State	Big 12	No	No	0%	N/A	N/A	$ -	$ -
Stillwater, OK	Oklahoma State	Big 12	No	No	0%	N/A	N/A	$ -	$ -
Waco, TX	Baylor	Big 12	No	No	0%	N/A	N/A	$ -	$ -
Houston, TX	Houston	Big 12	No	No	0%	N/A	N/A	$ -	$ -
Lubbock, TX	Texas Tech	Big 12	No	No	0%	N/A	N/A	$ -	$ -
Fort Worth, TX	TCU	Big 12	No	No	0%	N/A	N/A	$ -	$ -
Cincinnati, OH	Cincinnati	Big 12	No	No	0%	N/A	N/A	$ -	$ -
Morgantow, WV	West Virginia	Big 12	No	No	0%	N/A	N/A	$ -	$ -
Provo, UT	Brigham Young	Big 12	No	No	0%	N/A	N/A	$ -	$ -
Orlando, FL	Central Florida	Big 12	No	Yes	0%	N/A	N/A	$ -	$ -
Salt Lake City, UT	Utah	Big 12	No	Yes	0%	N/A	N/A	$ -	$ -
Norman, OK	Oklahoma	SEC	No	No	0%	N/A	N/A	$ -	$ -
Austin, TX	Texas	SEC	No	Yes	0%	N/A	N/A	$ -	$ -
Auburn, AL	Auburn	SEC	No	No	0%	N/A	N/A	$ -	$ -
Baton Rouge, LA	Louisiana State	SEC	No	No	0%	N/A	N/A	$ -	$ -
Starkville, MS	Mississippi State	SEC	No	No	0%	N/A	N/A	$ -	$ -
College Station, TX	Texas A&M	SEC	No	No	0%	N/A	N/A	$ -	$ -
Tuscaloosa, AL	Alabama	SEC	No	No	0%	N/A	N/A	$ -	$ -
Fayetteville, AR	Arkansas	SEC	No	No	0%	N/A	N/A	$ -	$ -
Gainesville, FL	Florida	SEC	No	Yes	0%	N/A	N/A	$ -	$ -
Athens, GA	Georgia	SEC	No	No	0%	N/A	N/A	$ -	$ -
Lexington, KY	Kentucky	SEC	No	Yes	0%	N/A	N/A	$ -	$ -
Oxford, MS	Ole Miss	SEC	No	No	0%	N/A	N/A	$ -	$ -
Columbia, MO	Missouri	SEC	No	No	0%	N/A	N/A	$ -	$ -
Columbia, SC	South Carolina	SEC	No	No	0%	N/A	N/A	$ -	$ -
Knoxville, TN	Tennessee	SEC	No	No	0%	N/A	N/A	$ -	$ -
Nashville, TN	Vanderbilt	SEC	No	Yes	0%	N/A	N/A	$ -	$ -

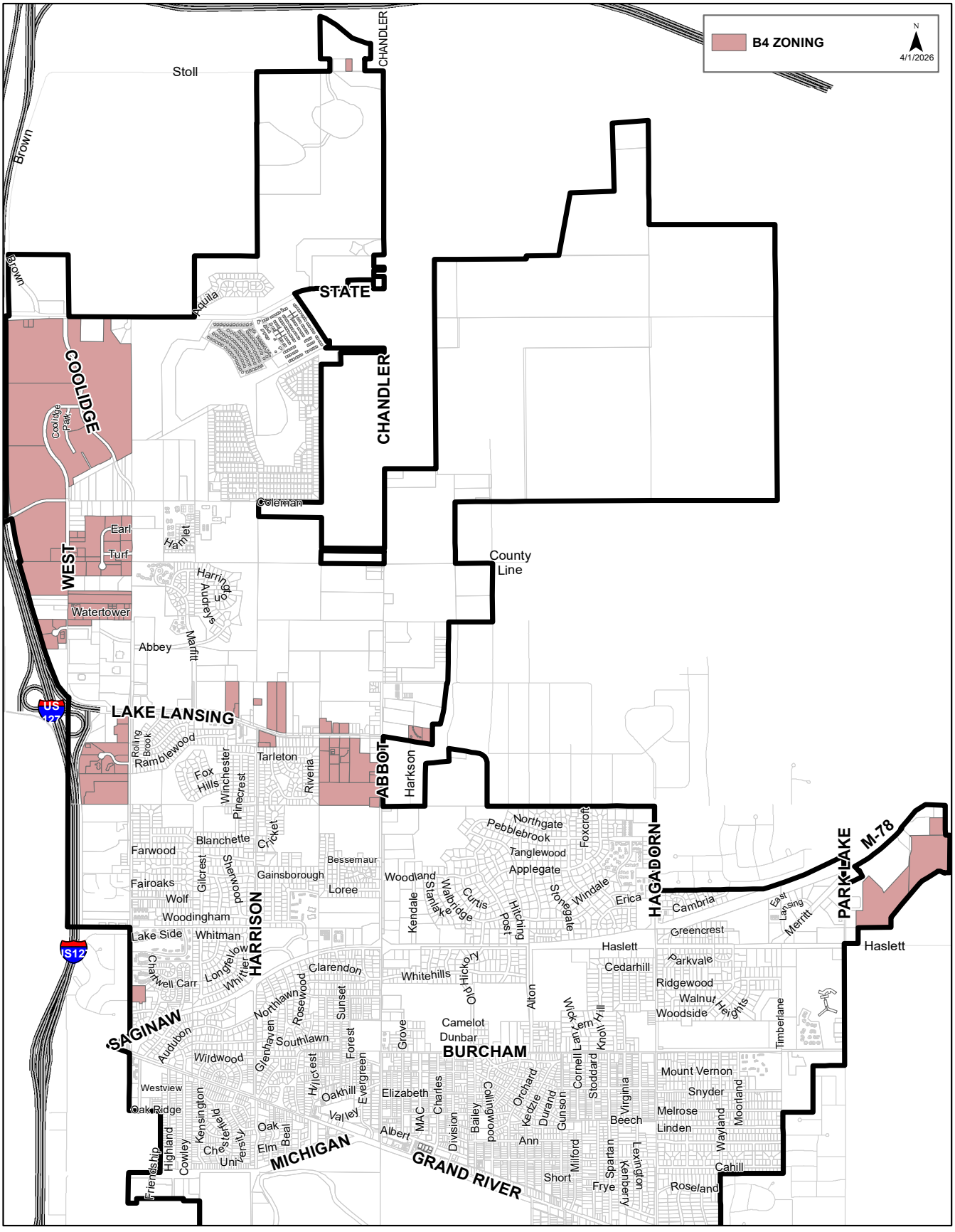
Excluded
Stanford University
California - Berkeley
University of Southern California
UCLA
Boston College

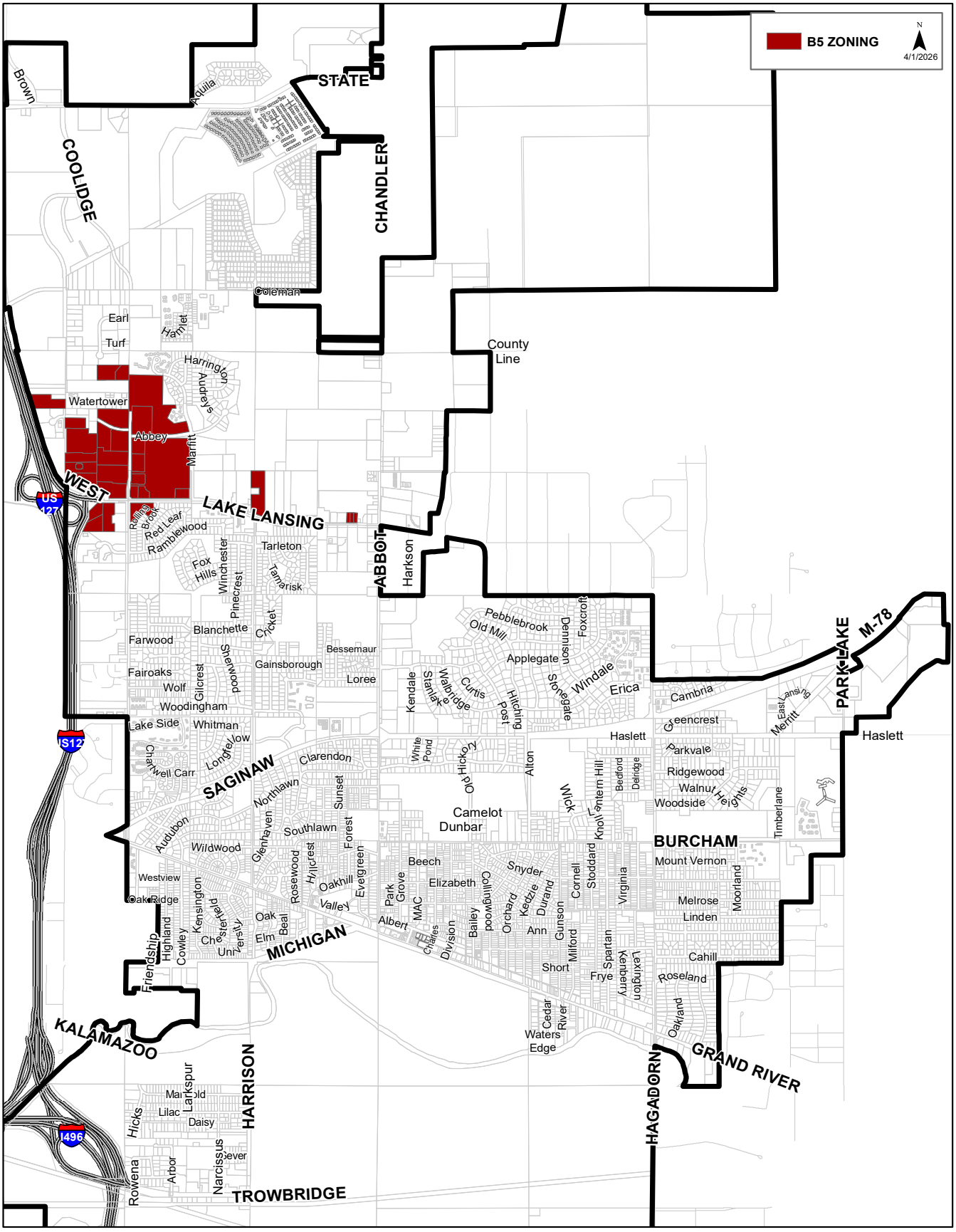
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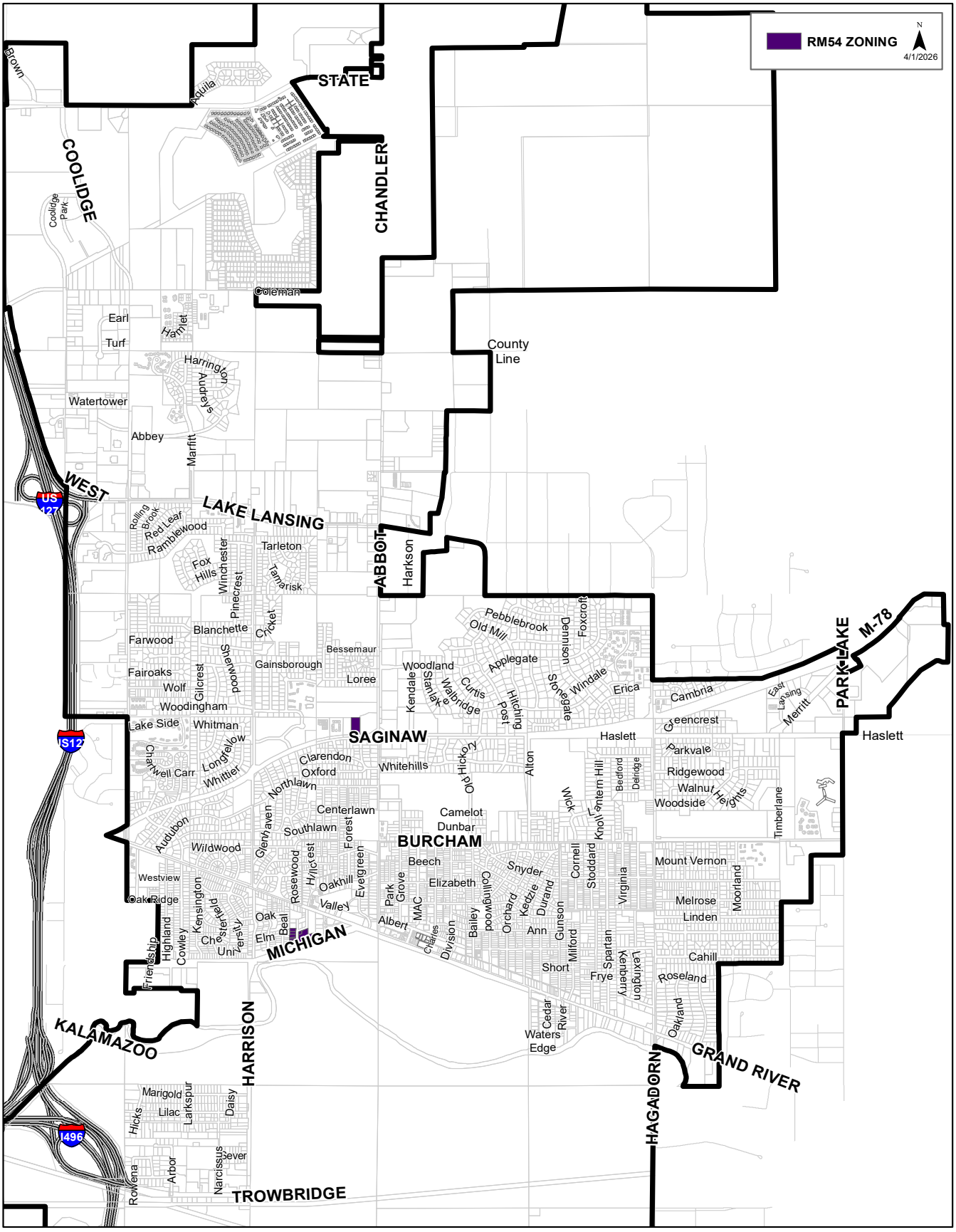

B1 ZONING
N
4/1/2026
STATE
COOLIDGE
CHANDLER
Brown
Aquila
Coolidge Park
Coleman
Earl
Hamlet
Turf
Harrington Acres
Watertower
Abbey
Marfitt
County Line
WEST
US 127
LAKE LANSING
Rolling Brook
Red Leaf
Ramblewood
Tarleton
Fox Hills
Winchester
Pinecrest
Tamarisk
ABBOT
Harkson
Cricket
Blanchette
Farwood
Bessemaur
Gainsborough
Loree
Fairoaks
Wolf
Gilcrest
Stonewood
Woodingham
Lake Side
Whitman
I-496
S12
Chatwell Carr
Longfellow
Whittier
SAGINAW
Clarendon
Oxford
Northlawn
Whitehills
Centerlawn
Southlawn
Audubon
Wildwood
Glenhaven
Forest
Camelot
Dunbar
Westview
Oak Ridge
Rosewood
Hillcrest
Oakhill
Evergreen
Park Grove
Valley
Albert
MAC
Beech
Elizabeth
Collingwood
Orchard
Kedzie
Durand
Snyder
Bailey
Ann
Gunson
Milford
Cornell
Stoddard
Virginia
Spartan
Kenbourne
Lexington
Short
Frye
Cahill
Roseland
Oakland
Cedar River
Waters Edge
Division
Charles
Oak
Beal
Elm
Kensington
Chesterfield
University
Highland
Cowley
Friendship
MICHIGAN
KALAMAZOO
HARRISON
HAGADORN
GRAND RIVER
Old Hickory
Alton
Wick
Knollcrest
Eastern Hill
Bedford
Delridge
Mount Vernon
Melrose
Linden
Moorland
Timberlane
BURCHAM
Haslett
Parkvale
Ridgewood
Walnut Heights
Woodside
Greencrest
Cambria
Erica
Windale
Applegate
Pebblebrook
Old Mill
Dennison
Foxcroft
Woodland
Kendale
Stanlake
Walbridge
Curtis
Hilching
Post
Seneca
East Lansing
Merritt
PARK LAKE
M-78
Haslett
Larkspur
Marigold
Lilac
Daisy
Hicks
Rowena
Arbor
Narcissus
Clever
TROWBRIDGE

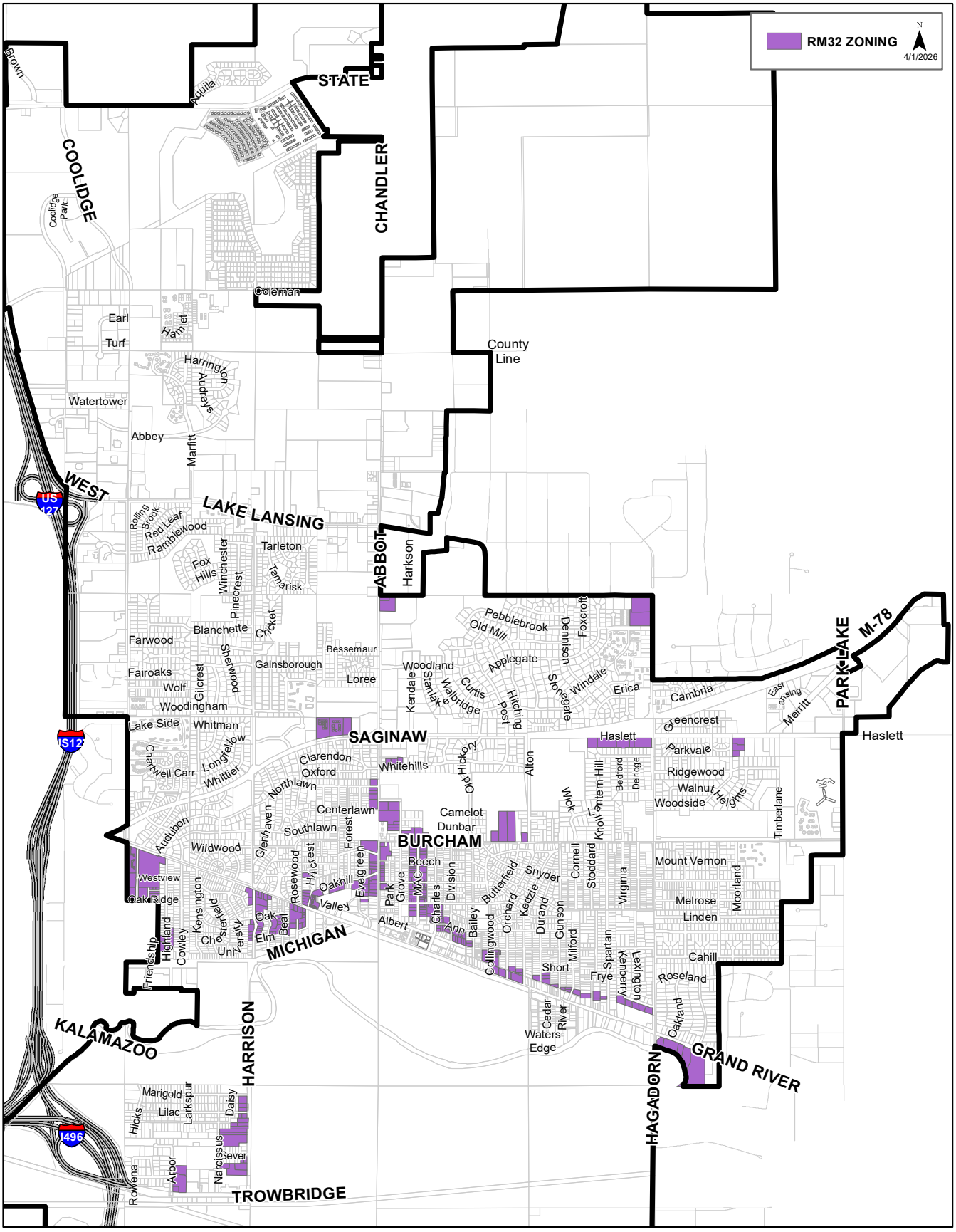

B2 ZONING
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4/1/2026
STATE
COOLIDGE
CHANDLER
Brown
Aquila
Coolidge Park
Coleman
Earl
Turf
Hamlet
Harrington Acres
Watertower
Abbey
Marfitt
County Line
WEST
US 127
LAKE LANSING
Rolling Brook
Red Leaf
Ramblewood
Fox Hills
Winchester
Pinecrest
Tarleton
Tamarisk
ABBOT
Harkson
Farwood
Blanchette
Cricket
Bessemaur
Gainsborough
Loree
Fairoaks
Wolf
Gilcrest
Stonewood
Woodingham
Lake Side
Whitman
Pebblebrook
Old Mill
Dennison
Foxcroft
Applegate
Woodland
Kendale
Stanlake
Walbridge
Curtis
Hilchurch
Post
Windale
Sherwood
Erica
Cambria
M-78
PARK LAKE
East Lansing
Merritt
Haslett
Greencrest
Parkvale
Ridgewood
Walnut Heights
Woodside
Timberlane
S12
SAGINAW
Whitehills
Clarendon
Oxford
Northlawn
Centerlawn
Southlawn
Forest
Evergreen
Hickory
Alton
Wick
Knollcrest
Bedford
Delridge
Camelot
Dunbar
BURCHAM
Mount Vernon
Melrose
Linden
Moorland
Cahill
Roseland
Oakland
Audubon
Wildwood
Glenhaven
Rosewood
Hillcrest
Oakhill
Valley
Beech
Elizabeth
Park Grove
Albert
MAC
Charles
Division
Bailey
Collingwood
Orchard
Kedzie
Snyder
Ann
Cornell
Stoddard
Virginia
Spartan
Frye
Kenbourn
Taxington
Durand
Gunson
Milford
Cedar River
Waters Edge
Westview
Oak Ridge
Kensington
Chesterfield
University
Oak
Beal
Elm
MICHIGAN
Friendship
Highland
Cowley
KALAMAZOO
HARRISON
HAGADORN
GRAND RIVER
Larkspur
Marigold
Lilac
Daisy
Hicks
Rowena
Arbor
Narcissus
Clever
I496
TROWBRIDGE

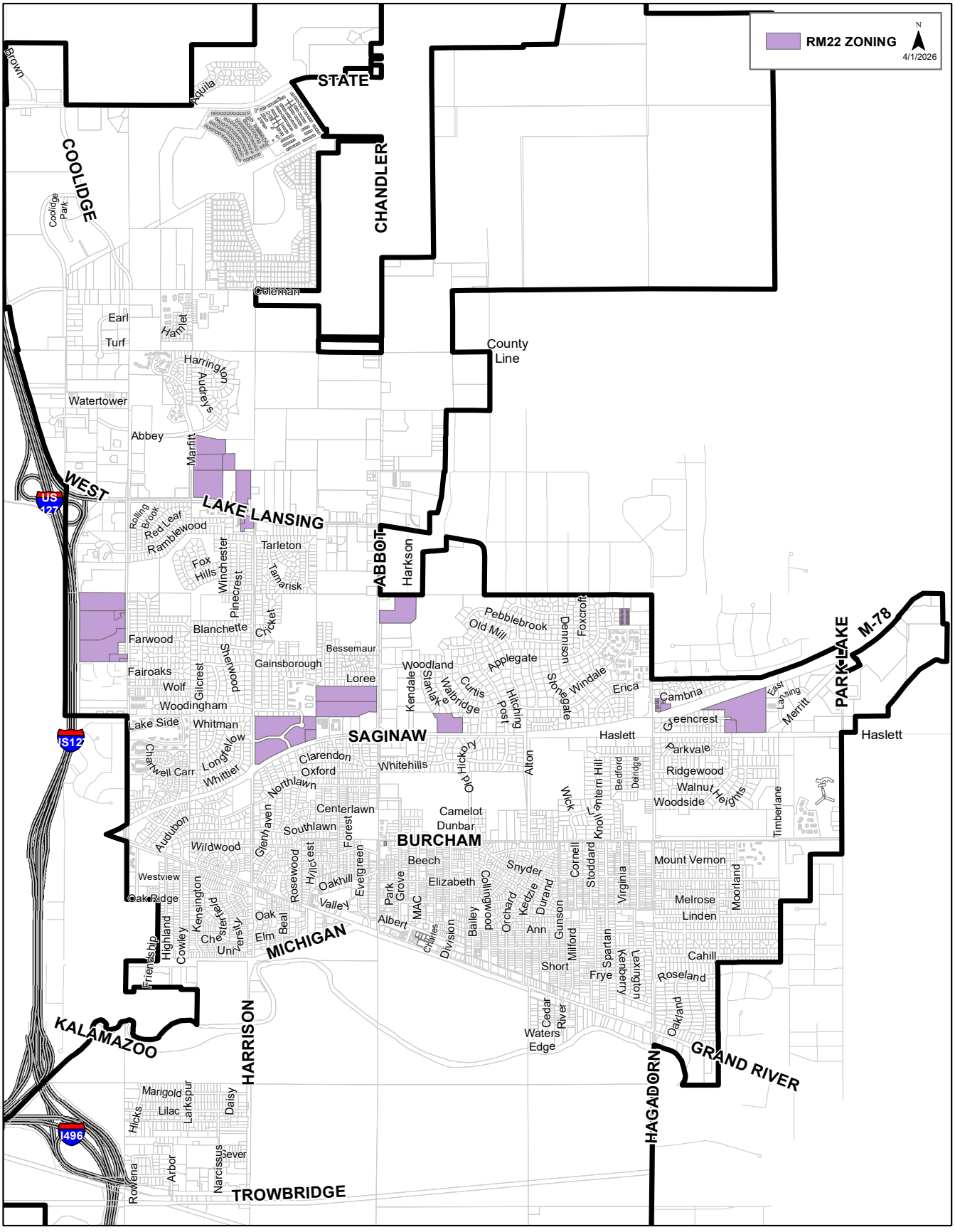

B3 ZONING
N
4/1/2026
STATE
COOLIDGE
CHANDLER
Brown
Aquila
Coleman
Earl
Turf
Hamlet
Harrington
Auditors
Watertower
Abbey
Marfitt
County
Line
WEST
LAKE LANSING
US 127
Rolling Brook
Red Leaf
Ramblewood
Fox Hills
Winchester
Pinecrest
Tarleton
Tamarisk
Cricket
ABBOTT
Harkson
Blanchette
Farwood
Fairoaks
Wolf
Woodingham
Lake Side
Whitman
Longfellow
Chatwell Carr
Gilcrest
Stonewood
Gainsborough
Bessemaur
Loree
Pebblebrook
Old Mill
Foxcroft
Dennison
Applegate
Windale
Erica
Cambria
Greencrest
Haslett
Parkvale
Ridgewood
Walnut Heights
Woodside
Timberlane
East Lansing
Merritt
PARK LAKE
M-78
Haslett
Kendale
Stanlake
Walbridge
Curtis
Hitchingpost
Stonegate
SAGINAW
Clarendon
Northlawn
Sunset
Southlawn
Forest
Audubon
Wildwood
Glenhaven
Rosewood
Hillcrest
Oakhill
Evergreen
Park Grove
Valley
Albert
MAC
Charles
Division
Beech
Elizabeth
Collingwood
Bailey
Orchard
Kedzie
Durand
Snyder
Ann
Gunson
Milford
Cornell
Stoddard
Virginia
Spartan
Kenbourne
Lexington
Short
Frye
Cahill
Roseland
Oakland
Mount Vernon
Melrose
Linden
Moorland
BURCHAM
Camelot
Dunbar
White Pond
Old Hickory
Alton
Wick
Knollcrest
Eastern Hill
Bedford
Delridge
Westview
Oak Ridge
Kensington
Chesterfield
University
Oak
Beal
Elm
Cowley
Highland
Friendship
MICHIGAN
KALAMAZOO
HARRISON
HAGADORN
GRAND RIVER
Waters Edge
Cedar River
I496
Hicks
Rowena
Arbor
Narcissus
Larkspur
Marigold
Lilac
Daisy
Clover
TROWBRIDGE

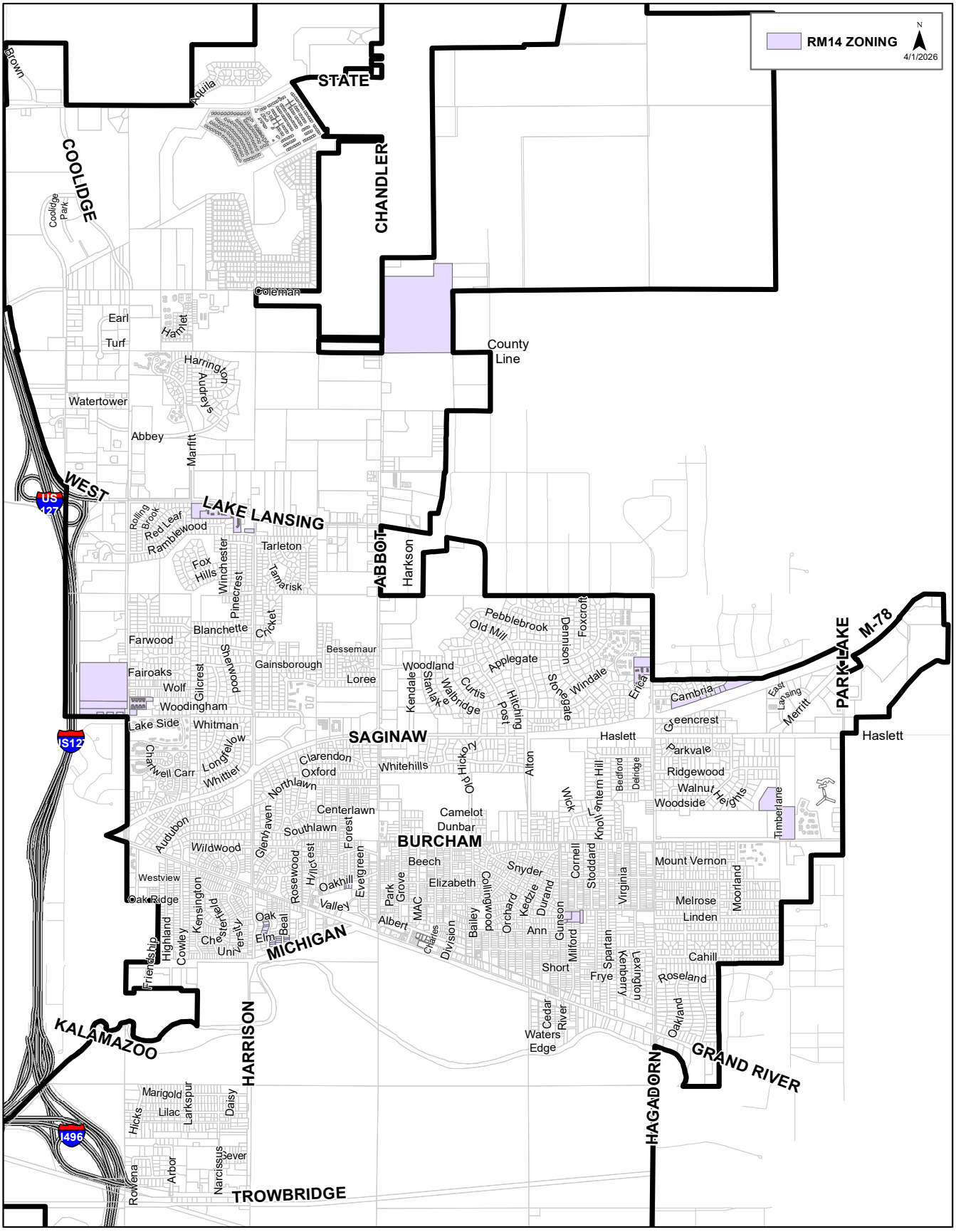

B4 ZONING
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4/1/2026
CHANDLER
Stoll
Brown
Aquila
STATE
COOLIDGE
Coolidge Park
CHANDLER
Coleman
Earl
Turf
WEST
Harriet
Harrington
Audreys
Watertower
Abbey
Manfitt
County Line
US 127
LAKE LANSING
Rolling Brook
Ramblewood
Fox Hills
Winchester
Pinecrest
Tarleton
Riveria
ABBOTT
Harkson
Northgate
Pebblebrook
Foxcroft
Tanglewood
Applegate
HAGADORN
Cricket
Blanchette
Farwood
Bessemaur
Gainsborough
Loree
Woodland
Stanlake
Walbridge
Curtis
Kendale
Hitching Post
Stonegate
Windale
Erica
Cambria
East Lansing
Meritt
PARK LAKE
M-78
Haslett
Greencrest
Parkvale
Cedarhill
Ridgewood
Walnut Heights
Woodside
Timberlane
Fairoaks
Wolf
Gilcrest
Stonewood
Woodingham
Lake Side
Whitman
I-127
HARRISON
Chartwell Carr
Longfellow
Whittier
Clarendon
Whitehills
Old Hickory
Alton
Northlawn
Rosewood
Sunset
Camelot
Dunbar
BURCHAM
Grove
Forest
Evergreen
Oakhill
Valley
Elizabeth
Charles
MAC
Division
Bailey
Collingwood
Orchard
Kedzie
Durand
Gunson
Cornell
Stoddard
Knoll
Mark
Lantern Hill
Virginia
Beech
Mount Vernon
Snyder
Melrose
Linden
Wayland
Moorland
Cahill
Roseland
Milford
Spartan
Kenbery
Lexington
Frye
Short
Ann
Albert
Elm
Beal
Oak
Chesterfield
University
Kensington
Cowley
Highland
Friendship
Oak Ridge
Westview
Audubon
Wildwood
Glenhaven
Southlawn
SAGINAW
MICHIGAN
GRAND RIVER

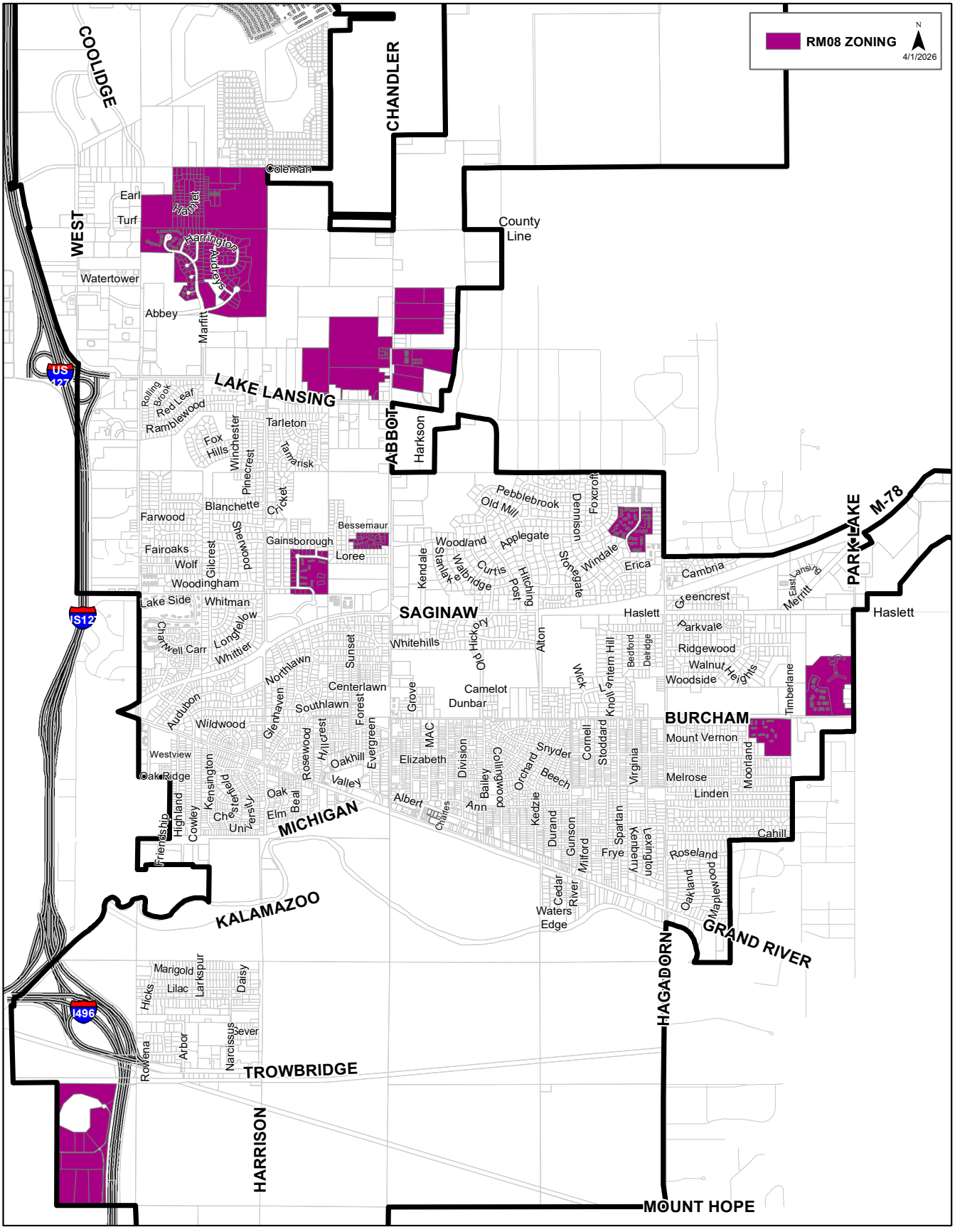

B5 ZONING
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4/1/2026
STATE
COOLIDGE
CHANDLER
ABBOTT
Brown
Aquila
Coleman
Earl
Turf
Hamlet
Harrington
Audrey
County
Line
Watertower
Abbey
Marfitt
WEST
US 127
LAKE LANSING
Rolling Brook
Red Lear
Ramblewood
Tarleton
Fox Hills
Winchester
Pinecrest
Tamarisk
Cricket
Harkson
Blanchette
Farwood
Bessemaur
Gainsborough
Loree
Fairoaks
Wolf
Gilcrest
Stonewood
Woodingham
Lake Side
Whitman
Longfellow
Chatwell Carr
I-127
SAGINAW
Clarendon
Northlawn
Sunset
Southlawn
Forest
Audubon
Wildwood
Glenhaven
Westview
Oak Ridge
Rosewood
Hillcrest
Oakhill
Evergreen
Valley
Kensington
Highland
Cowley
Chesterfield
University
Oak
Beal
Elm
Friendship
MICHIGAN
KALAMAZOO
Pebblebrook
Old Mill
Foxcroft
Dennison
Applegate
Windale
Erica
Cambria
Kendale
Stanlake
Walbridge
Curtis
Hitching Post
Severs Gate
Pebble Creek
Greencrest
Haslett
Parkvale
Ridgewood
Walnut Heights
Woodside
East Lansing
Merritt
PARK LAKE
M-78
Haslett
White Pond
Hickory
Alton
Camelot
Dunbar
Wick
Knollcrest
Northern Hill
Bedford
Delridge
Timberlane
BURCHAM
Mount Vernon
Melrose
Linden
Moorland
Cahill
Roseland
Oakland
Beech
Elizabeth
Park Grove
MAC
Albert
Charles
Division
Bailey
Collingwood
Orchard
Kedzie
Snyder
Durand
Ann
Gunson
Milford
Cornell
Stoddard
Virginia
Spartan
Frye
Kenbourne
Lexington
Short
Cedar River
Waters Edge
HARRISON
HAGADORN
GRAND RIVER
I-496
Hicks
Marigold
Larkspur
Lilac
Daisy
Rowena
Arbor
Narcissus
Clover
TROWBRIDGE

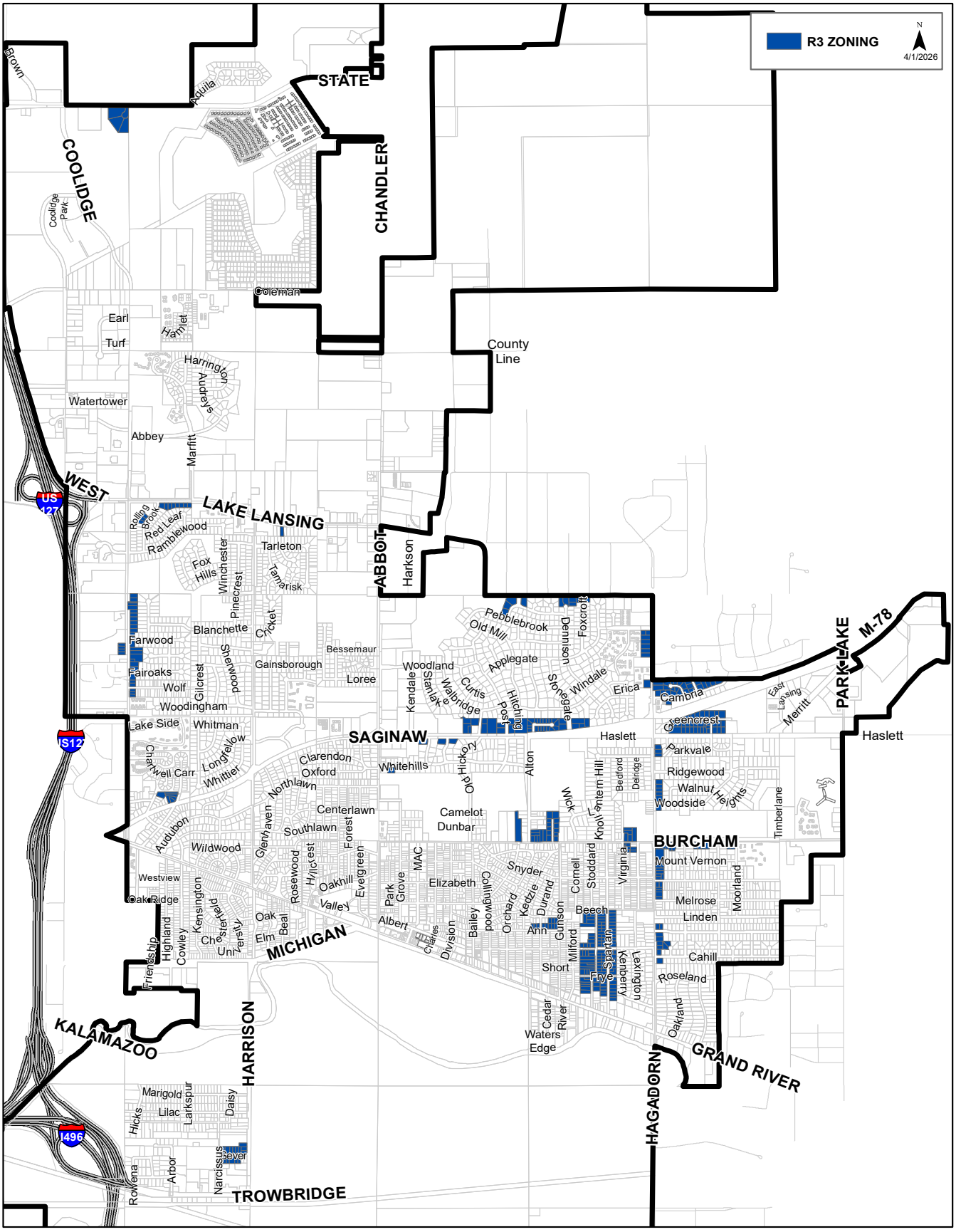

RM54 ZONING
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STATE
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CHANDLER
Coolidge Park
Coleman
Earl
Turf
Hamlet
Harrington Acres
Watertower
Abbey
Marfitt
County Line
WEST
US 127
LAKE LANSING
ABBOTT
Harkson
Rolling Brook
Red Leaf
Ramblewood
Tarleton
Fox Hills
Winchester
Pinecrest
Tamarisk
Cricket
Blanchette
Farwood
Bessemaur
Gainsborough
Loree
Fairoaks
Wolf
Gilcrest
Stonewood
Woodingham
Lake Side
Whitman
I-127
SAGINAW
Chatwell Carr
Longfellow
Whittier
Clarendon
Oxford
Northlawn
Whitehills
Hickory
Alton
Centerlawn
Southlawn
Audubon
Wildwood
Glenhaven
Forest
Camelot
Dunbar
BURCHAM
Beech
Elizabeth
Snyder
Cornell
Stoddard
Virginia
Mount Vernon
Melrose
Linden
Moorland
Westview
Oak Ridge
Rosewood
Hillcrest
Oakhill
Evergreen
Park Grove
Valley
Oak
Beal
Elm
Albert
MAC
Charles
Division
Bailey
Collingwood
Orchard
Kedzie
Durand
Gunson
Ann
Milford
Short
Frye
Spartan
Kenbourne
Lexington
Cahill
Roseland
Oakland
Cedar River
Waters Edge
Kensington
Chesterfield
University
Highland
Cowley
Friendship
MICHIGAN
KALAMAZOO
HARRISON
HAGADORN
GRAND RIVER
Marigold
Lilac
Larkspur
Daisy
Hicks
I-496
Arbor
Narcissus
Sever
Rowena
TROWBRIDGE
Pebblebrook
Old Mill
Pennison
Foxcroft
Applegate
Woodland
Kendale
Stanlake
Walbridge
Curtis
Hilcrest
Post
Windale
Sharon Gate
Erica
Cambria
Greencrest
East Lansing
Merritt
PARK LAKE
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Parkvale
Ridgewood
Walnut Heights
Woodside
Timberlane
Lantern Hill
Knollwood
Bedford
Delridge
Mack

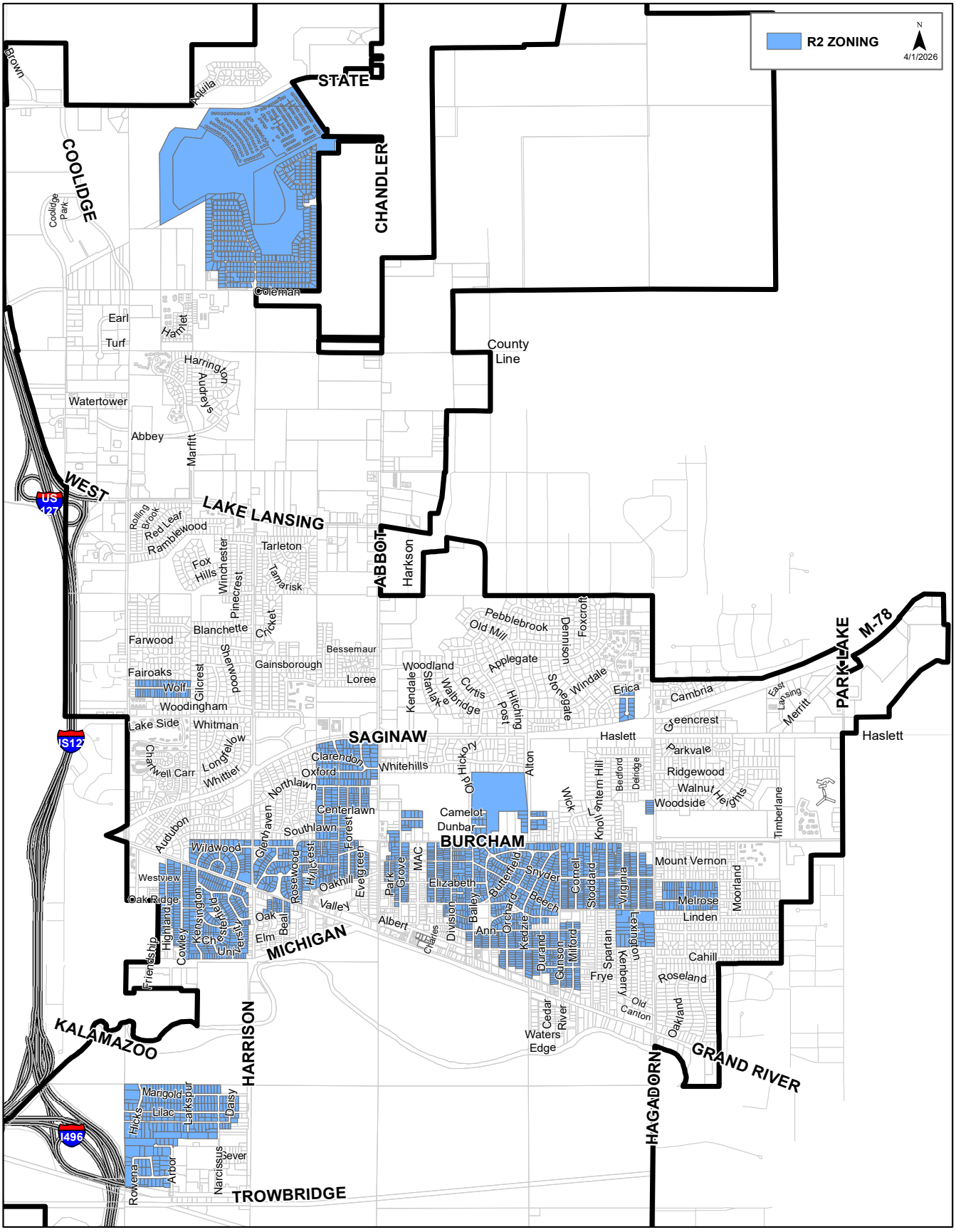

RM32 ZONING
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4/1/2026
STATE
COOLIDGE
CHANDLER
ABBOTT
WEST
LAKE LANSING
SAGINAW
BURCHAM
MICHIGAN
KALAMAZOO
HARRISON
TROWBRIDGE
HAGADORN
GRAND RIVER
PARK LAKE
M-78
US 127
I 496
S12
Brown
Aquila
Coolidge Park
Coleman
County Line
Earl
Turf
Hamlet
Harrington
Auditor
Watertower
Abbey
Marfitt
Rolling Brook
Red Leaf
Ramblewood
Tarleton
Fox Hills
Winchester
Pinecrest
Tamarisk
Harkson
Pebblebrook
Old Mill
Dennison
Foxcroft
Farwood
Blanchette
Cricket
Bessemaur
Gainsborough
Loree
Woodland
Kendale
Stanlake
Walbridge
Curtis
Applegate
Hitchingpost
Windale
Erica
Cambria
East Lansing
Merritt
Haslett
Greencrest
Fairoaks
Wolf
Gilcrest
Stonewood
Woodingham
Lake Side
Whitman
Chatwell Carr
Longfellow
Whittier
Clarendon
Oxford
Whitehills
Hickory
Alton
Parkvale
Ridgewood
Walnut Heights
Woodside
Timberlane
Northlawn
Centerlawn
Southlawn
Camelot
Dunbar
Audubon
Wildwood
Glenhaven
Forest
Beech
Mount Vernon
Westview
Oak Ridge
Rosewood
Hillcrest
Oakhill
Evergreen
Park Grove
MAC
Charles
Division
Butterfield
Snyder
Cornell
Stoddard
Virginia
Melrose
Linden
Moorland
Kensington
Chesterfield
University
Oak
Elm
Bea
Valley
Albert
Ann
Bailey
Collingwood
Orchard
Kedzie
Durand
Gunson
Milford
Spartan
Kenbourne
Lexington
Short
Frye
Cahill
Roseland
Oakland
Cedar River
Waters Edge
Friendship
Highland
Cowley
Marigold
Lilac
Larkspur
Daisy
Hicks
Arbor
Narcissus
Sever
Rowena
Mack
Knollcastle
Intern Hill
Bedford
Delridge

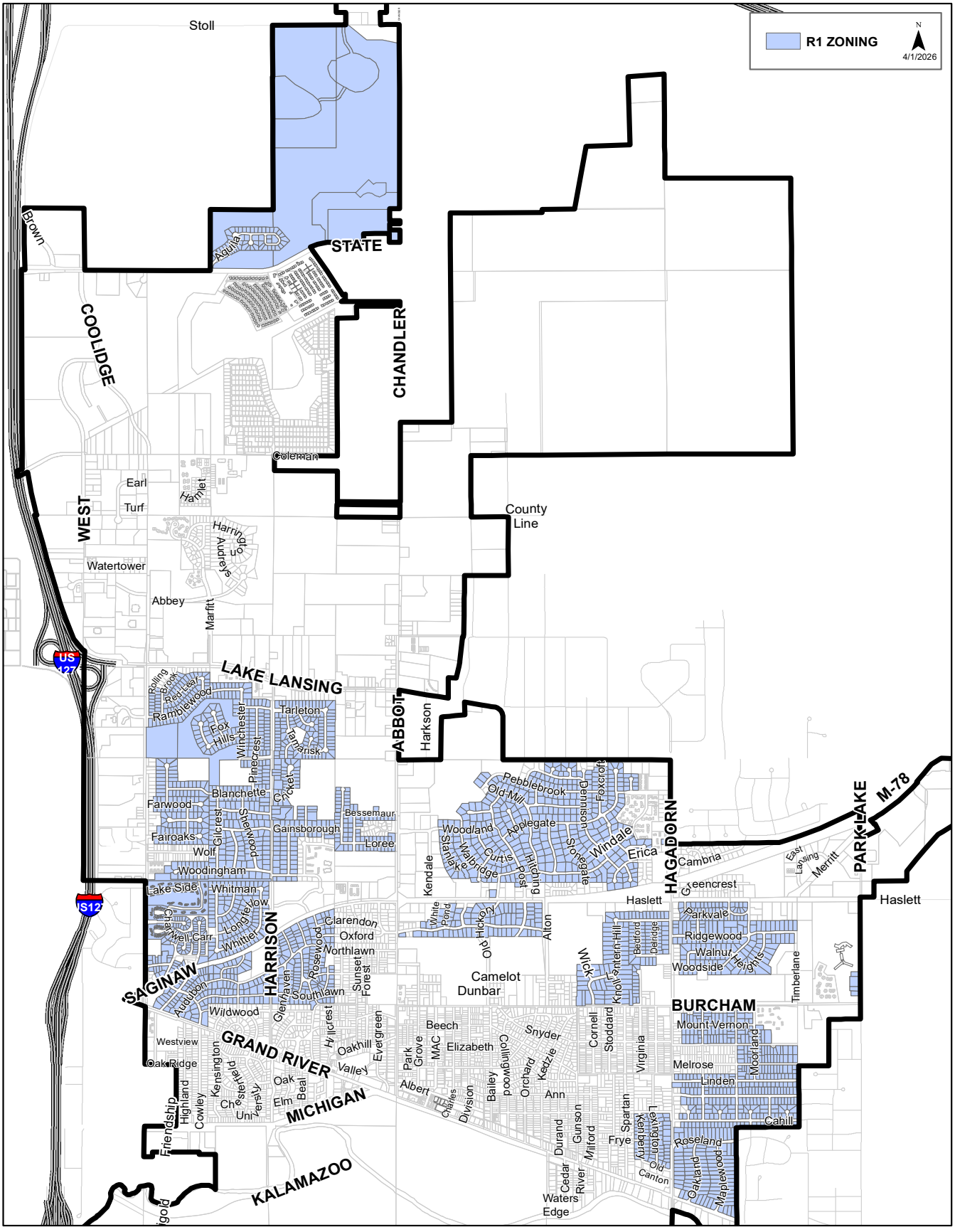

RM22 ZONING
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CHANDLER
Coolidge Park
Coleman
County Line
Earl
Turf
Hamlet
Harrington Aubrey
Watertower
Abbey
Marfitt
WEST
LAKE LANSING
US 127
Rolling Brook
Red Leaf
Ramblewood
Fox Hills
Winchester
Pinecrest
Tarleton
Tamarisk
ABBOT
Harkson
Farwood
Blanchette
Cricket
Bessemaur
Gainsborough
Loree
Fairoaks
Wolf
Gilcrest
Stonewood
Woodingham
Lake Side
Whitman
I-12
Chatwell Carr
Longfellow
Whittier
SAGINAW
Clarendon
Oxford
Northlawn
Whitehills
Hickory
Alton
Pebblebrook
Old Mill
Foxcroft
Dennison
Applegate
Woodland
Kendale
Stanlake
Walbridge
Curtis
Hitching Post
Windale
Erica
Cambria
Greencrest
East Lansing
Merritt
PARK LAKE
M-78
Haslett
Parkvale
Ridgewood
Walnut Heights
Woodside
Timberlane
Lantern Hill
Knollwood
Bedford
Delridge
Mack
Centerlawn
Southlawn
Audubon
Wildwood
Glenhaven
Forest
Camelot
Dunbar
BURCHAM
Beech
Elizabeth
Snyder
Cornell
Stoddard
Virginia
Mount Vernon
Melrose
Linden
Moorland
Westview
Oak Ridge
Kensington
Highland
Cowley
Friendship
Rosewood
Hillcrest
Oakhill
Evergreen
Park Grove
Valley
Oak
Beal
Elm
University
Chesterfield
MICHIGAN
Albert
MAC
Charles
Division
Bailey
Collingwood
Orchard
Kedzie
Durand
Ann
Gunson
Milford
Short
Frye
Spartan
Kenbourne
Lexington
Cahill
Roseland
Oakland
Cedar River
Waters Edge
KALAMAZOO
HARRISON
HAGADORN
GRAND RIVER
Marigold
Lilac
Larkspur
Daisy
Hicks
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Arbor
Narcissus
Sever
Rowena
TROWBRIDGE

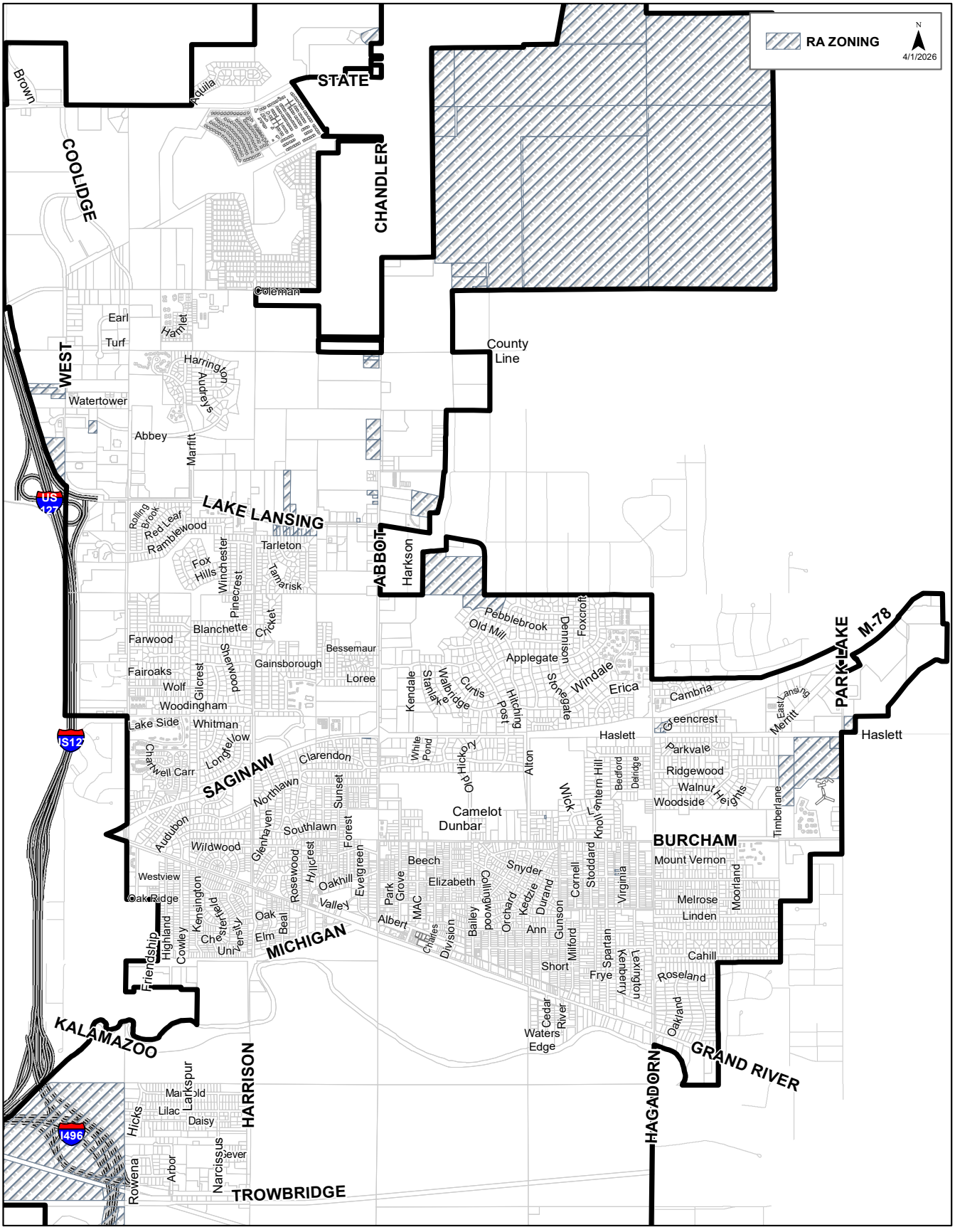

RM14 ZONING
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STATE
COOLIDGE
CHANDLER
Brown
Aquila
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Coleman
Earl
Turf
Hamlet
Harrington
Auditory
Watertower
Abbey
Marfitt
County Line
WEST
US 127
LAKE LANSING
Rolling Brook
Red Leaf
Ramblewood
Tarleton
Fox Hills
Winchester
Pinecrest
Tamarisk
ABBOT
Harkson
Cricket
Blanchette
Farwood
Bessemaur
Gainsborough
Loree
Fairoaks
Wolf
Gilcrest
Stonewood
Woodingham
Lake Side
Whitman
I-496
S12
SAGINAW
Chatwell Carr
Longfellow
Whittier
Clarendon
Oxford
Northlawn
Whitehills
Hickory
Alton
Centerlawn
Southlawn
Forest
Audubon
Wildwood
Glenhaven
Rosewood
Hillcrest
Oakhill
Evergreen
Valley
Camelot
Dunbar
BURCHAM
Beech
Elizabeth
Park Grove
MAC
Albert
Charles
Division
Bailey
Collingwood
Orchard
Kedzie
Durand
Snyder
Ann
Gunson
Milford
Cornell
Stoddard
Virginia
Mount Vernon
Melrose
Linden
Moorland
Cahill
Roseland
Oakland
Short
Frye
Spartan
Kenbourne
Lexington
Cedar River
Waters Edge
Westview
Oak Ridge
Kensington
Chesterfield
University
Oak
Elm
Beal
MICHIGAN
Friendship
Highland
Cowley
KALAMAZOO
HARRISON
Marigold
Lilac
Larkspur
Daisy
Hicks
Arbor
Narcissus
Sever
Rowena
TROWBRIDGE
HAGADORN
GRAND RIVER
Pebblebrook
Old Mill
Dennison
Foxcroft
Applegate
Woodland
Kendale
Stanlake
Walbridge
Curtis
Hilchurch
Post
Sloane
Windale
Erica
Cambria
Greencrest
East Lansing
Merritt
PARK LAKE
M-78
Haslett
Parkvale
Ridgewood
Walnut Heights
Woodside
Timberlane
Lantern Hill
Knollwood
Mack
Bedford
Delridge


RM08 ZONING
N
4/1/2026
COOLIDGE
CHANDLER
WEST
Coleman
Earl
Turf
Harrington
Kenney
Watertower
Abbey
Marfitt
County
Line
US
127
LAKE LANSING
ABBOT
Harkson
Rolling
Brook
Red Leaf
Ramblewood
Tarleton
Fox
Hills
Winchester
Pinecrest
Tamarisk
Cricket
Blanchette
Farwood
Bessemaur
Gainsborough
Loree
Sherwood
Fairoaks
Wolf
Gilcrest
Woodingham
Lake Side
Whitman
Longfellow
Whittier
Cromwell
Carr
S12
SAGINAW
Pebblebrook
Old Mill
Foxcroft
Dennison
Applegate
Woodland
Kendale
Stanlake
Walbridge
Curtis
Hitching
Post
Stonedale
Windale
Erica
Cambria
M-78
PARK LAKE
Haslett
Greencrest
East Lansing
Merritt
Parkvale
Ridgewood
Walnut Heights
Woodside
Timberlane
Whitehills
Old Hickory
Alton
Wick
Lantern Hill
Bedford
Delridge
Northlawn
Sunset
Centerlawn
Southlawn
Forest
Grove
Camelot
Dunbar
Audubon
Wildwood
Gerhaven
Rosewood
Hillcrest
Oakhill
Evergreen
Valley
Westview
Oak Ridge
Kensington
Highland
Cowley
Chesterfield
Oak
Elm
Beal
Friendship
MICHIGAN
BURCHAM
Mount Vernon
Melrose
Linden
Moorland
Cahill
Roseland
Oakland
Maplewood
Elizabeth
MAC
Division
Collingwood
Bailey
Ann
Albert
Charles
Orchard
Snyder
Beech
Cornell
Stoddard
Virginia
Kedzie
Durand
Gunson
Milford
Frye
Spartan
Kenberry
Lexington
Cedar
River
Waters
Edge
KALAMAZOO
GRAND RIVER
HAGADORN
Marigold
Lilac
Larkspur
Daisy
Hicks
I496
Rowena
Arbor
Narcissus
Sever
TROWBRIDGE
HARRISON
MOUNT HOPE


R3 ZONING
N
4/1/2026
STATE
COOLIDGE
CHANDLER
Coolidge Park
Coleman
County Line
Earl
Turf
Hamlet
Harrington Acres
Watertower
Abbey
Marfitt
WEST
US 127
LAKE LANSING
Rolling Brook
Red Leaf
Ramblewood
Fox Hills
Winchester
Pinecrest
Tarleton
Tamarisk
ABBOT
Harkson
Blanchette
Cricket
Fairwood
Fairoaks
Wolf
Gilcrest
Stonewood
Gainsborough
Bessemaur
Loree
Woodingham
Lake Side
Whitman
I-496
S12
SAGINAW
Chatwell Carr
Longfellow
Whittier
Clarendon
Oxford
Northlawn
Whitehills
Centerlawn
Southlawn
Forest
Audubon
Wildwood
Glenhaven
Rosewood
Hillcrest
Oakhill
Evergreen
Valley
Oak
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Lilac
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I-496
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Harbor Bay Ventures
in partnership with The Ballein Family
3412 Commercial Avenue · Northbrook, IL 60062

April 22, 2026

Landon Bartley, AICP
Principal Planner
City of East Lansing Planning & Zoning Division
410 Abbot Road
East Lansing, MI 48823

Via email: *lbartley@cityofeastlansing.com*

Re: April 22, 2026 Planning Commission Agenda / Ordinance 1559 (Diverse Housing Amendments)

Dear Mr. Bartley and Members of the Planning Commission:

We are writing in advance of tonight's Planning Commission meeting to respectfully share some observations regarding the staff recommendation on Ordinance 1559. Our purpose in writing now is simply to put on the record, constructively and in good faith, a small number of concerns we think the Commission should have the opportunity to consider before it votes.

A brief note on context. As the Commission knows, The Howard is a direct response to the policy framework the City adopted unanimously in November 2024 through Ordinance 1536. The combination of mass timber construction and LEED Gold certification is projected to add over $8 million in construction premium to the project relative to conventional steel-and-concrete construction. To date, we have already incurred over $1 million in design and engineering costs on this exceptionally rare project, and we have engaged specialty structural engineers, fire and code consultants, sustainability consultants, architects, and over 36 local and regional labor and subcontractor partners who take great pride in building a project of this rarity. We filed an initial application in October 2025, took the Zoning Board of Appeals' feedback to heart, redesigned the project to work by-right within the 1536 framework, and re-submitted on March 4, 2026. On March 20, 2026, we administratively confirmed that the project meets the mass timber and LEED Gold criteria to reach twelve stories by-right. City staff concurred. We have acted in good faith at every step, and we intend to continue doing so.

We say all of that not to make this letter about our project, but to make clear the spirit in which we are writing. We are not trying to pick a fight. We are trying to build something that advances the policy objectives the City has publicly championed, and we want to do so in a way that honors the ordinance framework the City has itself put in place. What we are respectfully asking the Commission to consider, before tonight's vote, are several observations that, on careful reading of the public record, we think warrant the Commission's attention.

First: the relocation of the diverse housing requirement appears in the public record for the first time in the April 22 staff report. Ordinance 1559 as introduced by Council on February 17, 2026 addressed fee-in-lieu mechanics, credit transfers, and related administrative provisions. The March 25 public hearing addressed the ordinance as introduced. The April 8 Planning Commission discussion and the accompanying April 8 Agenda Item Report, which is included in tonight's packet, contain no reference to relocating Section 50-94(b)(4)e. out of the Special Use Permit section, no reference to Article VII or Division 8, and no reference to the "unintentional result" argument that now serves as the stated justification for the change. The provision appears in the public record for the first time in the April 22 staff report, posted four days before the vote. Property owners and developers who monitored the public process had no notice that this provision was under consideration.

Second: the proposed changes would materially affect property owners across the full DDA, not only west of Collingwood. Recommendation No. 6 of the staff motion would provide that "the diverse housing requirement shall apply to all properties within the district boundaries of the City of East Lansing Downtown Development Authority, as amended." Read together with the relocation in Recommendation No. 1, the effect is twofold. Property owners *east of Collingwood*, who for the nine years since Ordinance 1384 was adopted have not been subject to the diverse housing requirement, would become newly subject to it, based on geography alone. Property owners *west of Collingwood*, who under current code have a by-right pathway to develop up to eight stories under base B-3 zoning without triggering the diverse housing requirement, would lose that pathway. The by-right pathway under 1384 has existed for nearly a decade. On the March 17, 2026 City Council record, city staff, the Mayor, and the City Attorney expressly acknowledged that pathway. Its elimination is a substantive change, not a technical cleanup.

Third: we are concerned that affected property owners have received no direct notice of these changes. Over the past several days, we have spoken with a number of property owners in the DDA, both east and west of Collingwood, who were not aware of the provisions being recommended for a vote tonight. The absence of direct notice to materially affected property owners is a concern we believe merits serious consideration. We acknowledge that the City may have followed all legally required notice procedures, and we are not in a position to make any legal conclusions on that question. We do think, however, that a motion with effects of this magnitude, on hundreds of property owners, in ways that substantially alter what they can build on their own land, warrants the kind of open public discussion that the other provisions of Ordinance 1559 received at the March 25 and April 8 meetings.

Fourth: the interaction among Ordinances 1384, 1536, and 1559 as recommended creates a tension the Commission should have the opportunity to address openly. Ordinance 1384, adopted in 2016, is titled "An Ordinance to Establish Special Use Standards for Multiple Family Dwellings." The diverse housing requirement was placed, deliberately, inside the Special Use Permit section of the code at that time. Ordinance 1536, adopted unanimously in 2024, created a by-right path for mass timber and LEED Gold construction, with the express intent of incentivizing sustainable building. The characterization in the April 22 staff report, which describes the current state of affairs as an "unintentional result" of 1536, does not fully capture the record. The SUP-based gating of the diverse housing requirement is a feature of 1384's deliberate 2016 structure, not

a side-effect of 1536. We think the Commission deserves the opportunity to deliberate on whether the recommended relocation is consistent with, or in tension with, the policy goals of the ordinance it adopted unanimously seventeen months ago.

Our respectful request. We are not asking the Commission to reject Ordinance 1559 or to reopen issues that have been properly noticed and deliberated. The fee-in-lieu provisions, the credit transfer mechanics, the administrative provisions: those were introduced in February, noticed to the public, discussed at two meetings, and are properly before the Commission for a vote. We are asking the Commission to consider **postponing the portion of the motion that relocates Section 50-94(b)(4)e. and expands its geographic scope**, so that these specific provisions, which appear in the public record for the first time tonight, can receive the notice, public hearing, and public discussion that provisions of this magnitude ordinarily receive. A postponement on that narrow question costs the City very little. It allows the rest of Ordinance 1559 to proceed. It honors the open process this Commission is known for. And it gives affected property owners across the DDA, on both sides of Collingwood, a fair opportunity to understand and respond to the changes before they take effect.

We plan to attend tonight's meeting and to offer brief public comment. We will also be before the Commission on May 13 to continue discussion of The Howard. We share this letter in advance so the Commission understands the spirit in which we are approaching the City's policy framework: as builders who have relied, at substantial cost, on the ordinances the City has adopted, and who want to continue building here. We cannot do that if the ordinances the City has adopted are used to undermine one another. Our hope is that the Commission can help preserve the framework the City has worked hard to build.

One final observation on context. The staff report itself notes, under Strategic Priorities, that this proposal is responsive to **Goal 9 of the City's strategic priorities: "To increase housing options and affordability by constructing 1,100 housing units over five years."** We take that goal seriously. We would also note that the economic analysis submitted to this Commission on December 17, 2025 by Professor Daniel Shoag of Case Western Reserve University, which is part of the public record, documents the gap between that goal and actual housing production in East Lansing. According to the City's own Comprehensive Plan figures cited in that analysis, East Lansing recorded 6 new housing units in 2022, 14 in 2023, and 2 in 2024. The U.S. Census Bureau's Building Permits Survey for the same period records even fewer. HUD's 2022 Comprehensive Housing Market Analysis for the Lansing/East Lansing region forecast that 1,400 rental units and 1,525 single-family units would be needed between 2022 and 2025 just to meet expected demand. Over that same period, East Lansing permitted a small fraction of those figures. FHFA data show housing prices in the region have nearly doubled since 2015, far outpacing inflation, and East Lansing rents rose 13 percent between February 2024 and September 2025 alone, more than twice the national average over the same period. The Commission has, in its own words, set a goal of 1,100 housing units over five years. The City is not close to that pace. We would respectfully suggest that this is not a moment for new regulatory layers that could further slow housing production in the DDA, particularly when the proposed layers conflict with existing ordinances the City has recently adopted to encourage it. The Howard represents 296 residential units, more than a quarter of the City's five-year goal, delivered through a single sustainable-construction project that the

City's own incentive framework under Ordinance 1536 was designed to make possible. We think the Commission should have the chance to weigh the recommended changes against that broader context.

We respect the Commission's time and the deliberate process it takes with difficult questions. We are grateful for the Commission's attention to these observations, and we look forward to participating in the public discussion tonight and again on May 13.

Respectfully,

Mark Bell
CEO, Harbor Bay Ventures

Greg Ballein
The Ballein Family

cc: Members of the East Lansing Planning Commission; City Staff

Downtown Development Authority

AGENDA ITEM REPORT

To:	Downtown Development Authority
Subject:	Consideration of an East Lansing Downtown Development Authority Site Amenities Program and authorize DDA Chairperson to execute limited license agreements for applications that comply with program Guidelines.
Meeting:	Downtown Development Authority - 28 May 2026
Department:	Downtown Development Agenda Group
Staff Contact:	Lori Mullins, Downtown Development Authority Executive Director

BACKGROUND INFORMATION:

The DDA has acquired an inventory of planters, seating, tables and other site amenities over the years and several of these amenities are currently in storage. Staff has been asked by several people if the DDA has seating that could be shared/leased. If the DDA Board is amenable, staff will work to draft program guidelines and an application, and will also work with the DDA Attorney to draft a template license agreement that could be executed by the DDA Chairperson for any application that complies with the guidelines. If approved, staff would post a notice on the DDA website and send an email communication to downtown businesses to make them aware of the opportunity.

The DDA would invoice participants for the cost of delivery and pick up as well as a small license fee with the intention of achieving full cost recovery. The license agreement would require a commitment to replace any lost or damaged amenities. All amenities would need to be located on private property or within an area where the business has a license agreement for use of the public right of way.

Offering the use of the furnishings is intended to provide functional benefits to downtown businesses and extend a common placemaking aesthetic throughout the district.

FINANCIAL IMPACT:

The DDA would receive revenue with the intention of recovering costs.

STRATEGIC PRIORITIES:

Productive business recruitment and retention

RECOMMENDATION:

Below is a motion for the Board's consideration.
Move to approve creation of an East Lansing Downtown Development Authority Site Amenities Program and authorize DDA Chairperson to execute limited license agreements for applications that comply with program Guidelines.

Downtown Development Authority

AGENDA ITEM REPORT

To: Downtown Development Authority
Subject: Request for consideration of proposed modification to refuse rates charges.
Meeting: Downtown Development Authority - 28 May 2026
Department: Downtown Development Agenda Group
Staff Contact: Lori Mullins, Downtown Development Authority Executive Director

BACKGROUND INFORMATION:

The 2027 revenue estimates for the Downtown Waste Management Program were based upon new refuse rates calculated using the model developed through the Downtown Development Authority ("DDA") Board's contract with GT Environmental. The rate study identified several inconsistencies in how downtown businesses had previously been charged for their refuse services. All businesses have received notice of the rate increase. Sixteen of those businesses will experience rate increases of greater than 50% with some more than doubling. Staff is proposing that in order to provide a more gradual rate increase, the board could authorize staff to limit any increase to no more than 50% of the previous monthly rate for the first three months of the fiscal year, with the full increase occurring thereafter. The financial impact to the DDA is likely to be approximately $5,116.

Staff is also working to build additional analysis into the model which would allow for restaurants to be more effectively categorized for a future rate adjustment.

FINANCIAL IMPACT:

The proposal would cost the DDA approximately $5,116.

STRATEGIC PRIORITIES:

Productive businesses recruitment and retention

RECOMMENDATION:

Below is a motion for the board's consideration.
Move to approve/deny the proposed modification to refuse rate charges.

Downtown Development Authority

AGENDA ITEM REPORT

To:	Downtown Development Authorityd
Subject:	Consideration of City of East Lansing Downtown Development Authority Policy Resolution 2026-01, a resolution authorizing the Executive Director to enter into certain contracts without prior approval of the Downtown Development Authority Board.
Meeting:	Downtown Development Authority - 28 May 2026
Department:	Downtown Development Agenda Group
Staff Contact:	Lori Mullins, Downtown Development Authority Executive Director

BACKGROUND INFORMATION:

The Downtown Development Authority ("DDA") Board has hired an Executive Director to manage the budget and oversee the operations of the DDA. In order to make the purchasing and contractual process more efficient, the attached Policy Resolution allows for any contract within a line item of the adopted fiscal year budget in the amount of $20,000 or less and any contract necessitated by an emergency as described in the attached resolution could be entered into by the DDA Executive Director without prior approval of the DDA Board.

FINANCIAL IMPACT:

NA

STRATEGIC PRIORITIES:

All

RECOMMENDATION:

Below is a motion for the board's consideration.

Motion to approve/deny City of East Lansing Downtown Development Authority Policy Resolution 2026-1 authorizing the Executive Director to enter into certain contracts without prior approval of the Downtown Development Authority Board.

ATTACHMENTS:

DDA Policy Resolution 2026-01

CITY OF EAST LANSING
DOWNTOWN DEVELOPMENT AUTHORITY

POLICY RESOLUTION 2026 - 01

RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO ENTER INTO CERTAIN CONTRACTS WITHOUT PRIOR APPROVAL OF THE DOWNTOWN DEVELOPMENT AUTHORITY BOARD

WHEREAS, the City of East Lansing Downtown Development Authority Board entrusts the Executive Director to manage the budget and oversee operations of the Downtown Development Authority; and,

WHEREAS, the Downtown Development Authority Board desires to make the contractual process more efficient, contributing to a more effective administrative procedure; and,

WHEREAS, it is sometimes necessary to act expeditiously due to exigent circumstances;

NOW, THEREFORE, BE IT RESOLVED that the City of East Lansing Downtown Development Authority Board authorizes the Executive Director to enter into the following contracts without prior approval of the Board:

1. Any contract in an amount that does not exceed $20,000 and is within a line item of the adopted fiscal year budget;

2. Any contract necessitated by an emergency, such as a natural disaster, unanticipated structure failure or other unanticipated situation in which it is necessary to execute a contract prior to a Board meeting in order to preserve the asset(s) of the Downtown Development Authority and/or the health, safety and welfare of the community.

BE IT FURTHER RESOLVED, upon entering into such a contract, that the Executive Director shall inform the Downtown Development Authority Board Agenda Communications from Staff, including the name of the contractor, the amount of the contract and the scope of work to be performed.

Moved by Board member:
Supported by Board member:

ADOPTED: Yeas:
Nays:
Absent:

_____
Chairperson Mike Krueger
Dated: _____, 2026

CERTIFICATION: I hereby certify that the foregoing is a true and complete copy of a Resolution adopted by the East Lansing Downtown Development Authority at its meeting held on Thursday, _____, 2026.

_____
Robert Belleman, DDA Recording Secretary

Approved as to form:

_____
Anthony Chubb
Downtown Development Authority Attorney

Downtown Development Authority

AGENDA ITEM REPORT

To: Downtown Development Authority
Subject: Consideration of the FY27 DDA Budget and Tax Rate Resolution
Meeting: Downtown Development Authority - 28 May 2026
Department: Downtown Development Agenda Group
Staff Contact: Lori Mullins, Downtown Development Authority Executive Director

BACKGROUND INFORMATION:

At the February 26, 2026, DDA Board meeting, staff presented the draft FY27 DDA budget. Staff revised the budget, based on the Board's recommendations.

The revised draft DDA FY27 budget was reviewed at the March 26, 2026, DDA Board meeting. Staff revised the budget, based on recommendations of the Finance Department and the DDA Board

A Public Hearing was held at the April 23, 2026, DDA meeting on the draft FY27 DDA budget and Tax Rate Resolution.

The DDA FY27 budget is expected to be approved by City Council on May 22, 2026, at its Regular City Council Meeting. The FY27 DDA budget and Tax Rate Resolution documents are attached.

Staff recommends the Board consider approving the DDA FY27 Budget and Tax Rate Resolution.

FINANCIAL IMPACT:

NA

STRATEGIC PRIORITIES:

All

RECOMMENDATION:

Below is a motion for the board's consideration.
Move to approve the DDA FY 2027 Budget and the adoption of the Tax Rate Resolution, to levy 1.6229 mills of tax on each $1,000 of taxable value on the real intangible personal property, not exempt by law on all properties located within the DDA district for the purposes of financing the operations of the DDA.

ATTACHMENTS:

Tax Rate Resolution

FY 27 DDA Draft Budget Worksheet

DOWNTOWN DEVELOPMENT AUTHORITY OF THE CITY OF EAST LANSING

FY 2027 BUDGET AND TAX RATE RESOLUTION

WHEREAS, the Downtown Development Authority preliminarily approved a budget for Fiscal Year 2027 at its Board meeting on May 28, 2026, which included a proposed property tax millage rate to be levied to support the proposed budget; and

WHEREAS, the property tax millage rate proposed to be levied to support the proposed budget was the subject of an open meeting in compliance with the Open Meetings Act; and

WHEREAS, the Downtown Development Authority may levy, pursuant to the provisions of Act 57 of 2018, and subject to the approval of the City Council, not more than 2 mills of tax on the real and tangible personal property not exempt by law and as finally equalized in the downtown district; and

WHEREAS, the Authority hereby finds and determines that the levying of such tax is necessary to carry out the purposes for which is was created.

NOW, THEREFORE, BE IT RESOLVED, that the Downtown Development Authority of the City of East Lansing, hereby levies, subject to the City Council of the City of East Lansing approval, **1.6229 mills of tax on each $1,000 of taxable value on the real and tangible personal property not exempt by law on all properties located within the Downtown Development Authority District for the purpose of financing the operations of the Downtown Development Authority.**

Moved by Board Member _____, supported by Board Member _____, to approve the Resolution.

AYES:

NAYS:

_____
Michael Krueger, Chair
Downtown Development Authority

SECRETARY'S CERTIFICATION: I hereby certify that the foregoing is a true and complete copy of a Resolution adopted by the Downtown Development Authority of the City of East Lansing at its meeting held on Thursday, May 28, 2026, the original of which is part of the Downtown Development Authority minutes.

_____
Robert Belleman, Secretary
Downtown Development Authority of the City of East Lansing

Budget Worksheet Report

Budget Year 2027

G/L Account	Account Description	2023 Actual Amount	2024 Actual Amount	2025 Actual Amount	2026 Amended Budget	2026 Actual Amount	2026 Estimated Amount	2027 Department Request	2027 Finance Review
Fund **248 - Downtown Development Authority**									
REVENUE									
Department **50 - Planning, Bldg and Dev**									
Division **5084 - Downtown Development**									
Property Taxes									
248.50.5084.5020	Property Taxes - DDA Special Millage	267,727.75	294,738.59	316,087.98	324,445.00	324,142.07	324,140.00	338,185.00	333,400.00
248.50.5084.5030	TIF 1 University Place Tax Capture	133,269.33	133,376.92	140,687.54	139,395.00	139,556.49	139,555.00	143,325.00	143,325.00
248.50.5084.5031	TIF 2 DDA Tax Capture	849,495.00	925,337.45	1,110,607.01	2,110,960.00	2,084,312.26	2,096,480.00	2,288,160.00	2,363,830.00
	Property Taxes Totals	$1,250,492.08	$1,353,452.96	$1,567,382.53	$2,574,800.00	$2,548,010.82	$2,560,175.00	$2,769,670.00	$2,840,555.00
Intergovernmental Revenue									
248.50.5084.5160	Other Operating Grants	.00	767.00	.00	.00	.00	.00	.00	.00
	Intergovernmental Revenue Totals	$0.00	$767.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
Charges for Services									
248.50.5084.5421	Charges for Services	108,548.50	122,250.05	.00	.00	.00	.00	.00	.00
	Charges for Services Totals	$108,548.50	$122,250.05	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
Rental Income									
248.50.5084.5601	Lease/Rental Income	.00	.00	.00	.00	13,682.00	.00	.00	13,680.00

Budget Transactions

Level	*Transaction*	*Number of Units*	*Cost Per Unit*	*Total Amount*
Finance Review	Albert Street - City Center Retail Sublease	1.0000	13,680.00	13,680.00
			Finance Review Totals	$13,680.00

	Rental Income Totals	$0.00	$0.00	$0.00	$0.00	$13,682.00	$0.00	$0.00	$13,680.00
Other Miscellaneous Revenue									
248.50.5084.5650	Miscellaneous Revenue	2,647.00	475.00	29,762.00	.00	375.00	14,155.00	13,680.00	.00
	Other Miscellaneous Revenue Totals	$2,647.00	$475.00	$29,762.00	$0.00	$375.00	$14,155.00	$13,680.00	$0.00
Interest Income									
248.50.5084.5751	Interest Income	6,880.69	33,206.45	35,936.87	20,000.00	26,493.10	35,560.00	32,000.00	32,000.00

Budget Transactions

Level	*Transaction*	*Number of Units*	*Cost Per Unit*	*Total Amount*
Finance Review	Interest	1.0000	32,000.00	32,000.00
			Finance Review Totals	$32,000.00

	Interest Income Totals	$6,880.69	$33,206.45	$35,936.87	$20,000.00	$26,493.10	$35,560.00	$32,000.00	$32,000.00
Other Financing Sources									
248.50.5084.5992	Reappropriated Equity Encumbrances	.00	.00	.00	2,280.00	.00	.00	.00	.00
	Other Financing Sources Totals	$0.00	$0.00	$0.00	$2,280.00	$0.00	$0.00	$0.00	$0.00
Division **5084 - Downtown Development** Totals		$1,368,568.27	$1,510,151.46	$1,633,081.40	$2,597,080.00	$2,588,560.92	$2,609,890.00	$2,815,350.00	$2,886,235.00

Budget Worksheet Report

Budget Year 2027

G/L Account	Account Description	2023 Actual Amount	2024 Actual Amount	2025 Actual Amount	2026 Amended Budget	2026 Actual Amount	2026 Estimated Amount	2027 Department Request	2027 Finance Review
Fund **248 - Downtown Development Authority**									
REVENUE									
Department **50 - Planning, Bldg and Dev**									
Division **5088 - Downtown Waste Mgmt Program**									
Charges for Services									
248.50.5088.5421	Charges for Services	.00	.00	128,143.93	145,200.00	104,206.90	125,000.00	159,725.00	159,725.00
Budget Transactions									
Level	*Transaction*					*Number of Units*	*Cost Per Unit*	*Total Amount*	
Finance Review	Monthly Waste & Recycling Invoicing					1.0000	159,725.00	159,725.00	
							Finance Review Totals	$159,725.00	
	Charges for Services Totals	$0.00	$0.00	$128,143.93	$145,200.00	$104,206.90	$125,000.00	$159,725.00	$159,725.00
Division **5088 - Downtown Waste Mgmt Program** Totals		$0.00	$0.00	$128,143.93	$145,200.00	$104,206.90	$125,000.00	$159,725.00	$159,725.00
Division **5090 - Evergreen Properties**									
Rental Income									
248.50.5090.5601	Lease/Rental Income	72,000.00	12,500.00	11,875.81	.00	3,700.00	3,700.00	.00	.00
248.50.5090.5602	Lease income (GASB 87 adjustments)	(1,490.65)	.00	.00	.00	.00	.00	.00	.00
	Rental Income Totals	$70,509.35	$12,500.00	$11,875.81	$0.00	$3,700.00	$3,700.00	$0.00	$0.00
Other Miscellaneous Revenue									
248.50.5090.5650	Miscellaneous Revenue	.00	23,527.50	8,821.20	.00	.00	.00	.00	.00
	Other Miscellaneous Revenue Totals	$0.00	$23,527.50	$8,821.20	$0.00	$0.00	$0.00	$0.00	$0.00
Interest Income									
248.50.5090.5780	Interest on Lease Receivables	106.50	.00	.00	.00	.00	.00	.00	.00
	Interest Income Totals	$106.50	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
Other Financing Sources									
248.50.5090.5803	Debt Proceeds	5,070,000.00	.00	.00	.00	.00	.00	.00	.00
	Other Financing Sources Totals	$5,070,000.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
Division **5090 - Evergreen Properties** Totals		$5,140,615.85	$36,027.50	$20,697.01	$0.00	$3,700.00	$3,700.00	$0.00	$0.00
Department **50 - Planning, Bldg and Dev** Totals		$6,509,184.12	$1,546,178.96	$1,781,922.34	$2,742,280.00	$2,696,467.82	$2,738,590.00	$2,975,075.00	$3,045,960.00
REVENUE TOTALS		$6,509,184.12	$1,546,178.96	$1,781,922.34	$2,742,280.00	$2,696,467.82	$2,738,590.00	$2,975,075.00	$3,045,960.00
EXPENSE									
Department **50 - Planning, Bldg and Dev**									
Division **5084 - Downtown Development**									
Personnel Services									
248.50.5084.6001	Salaries and Wages Full Time	.00	.00	18,149.26	114,150.00	49,900.04	86,245.00	147,390.00	147,390.00
Position Transactions									
Level	*Position*			*Type*	*Code*			*Total Amount*	
Finance Review	10910 - DDA Director			Earnings				141,880.00	

Budget Worksheet Report

Budget Year 2027

G/L Account	Account Description	2023 Actual Amount	2024 Actual Amount	2025 Actual Amount	2026 Amended Budget	2026 Actual Amount	2026 Estimated Amount	2027 Department Request	2027 Finance Review
Fund **248 - Downtown Development Authority**									
EXPENSE									
Department **50 - Planning, Bldg and Dev**									
Division **5084 - Downtown Development**									
Personnel Services									
	Finance Review 703902 - Parks & Rec Lead Cust Serv Assoc Earnings							5,510.00	
							Finance Review Totals	$147,390.00	
248.50.5084.6003	Wages - Contingent	.00	.00	.00	6,440.00	1,755.00	4,500.00	11,700.00	11,700.00
	Position Transactions								
	Level *Position* *Type* *Code* *Total Amount*								
	Finance Review 10804 - Intern/Work Study - DDA Earnings							11,700.00	
							Finance Review Totals	$11,700.00	
248.50.5084.6005	Leave Time Payout	.00	.00	.00	2,250.00	2,438.27	2,440.00	2,770.00	2,770.00
	Position Transactions								
	Level *Position* *Type* *Code* *Total Amount*								
	Finance Review 10910 - DDA Director Earnings							2,770.00	
							Finance Review Totals	$2,770.00	
248.50.5084.6025	Car Allowance	.00	.00	600.00	3,600.00	1,200.00	1,200.00	.00	.00
248.50.5084.6071	S&W - Direct Charges	116,330.04	125,085.00	31,980.00	31,980.00	16,485.03	21,980.00	46,355.00	36,355.00
	Budget Transactions								
	Level *Transaction* *Number of Units* *Cost Per Unit* *Total Amount*								
	Finance Review Direct Charges Tickler - FY2027 1.0000 36,355.00							36,355.00	
							Finance Review Totals	$36,355.00	
248.50.5084.6110	Health Insurance - Actives	.00	.00	3,526.17	21,460.00	9,470.14	15,055.00	24,230.00	24,230.00
	Position Transactions								
	Level *Position* *Type* *Code* *Total Amount*								
	Finance Review 10910 - DDA Director Benefit HEALTH WMHIP - Health - Western MI Health Pool							23,410.00	
	Finance Review 703902 - Parks & Rec Lead Cust Serv Assoc Benefit HEALTH WMHIP - Health - Western MI Health Pool							820.00	
							Finance Review Totals	$24,230.00	
248.50.5084.6111	Rx Insurance - Actives	.00	.00	236.72	640.00	284.12	450.00	720.00	720.00
	Position Transactions								
	Level *Position* *Type* *Code* *Total Amount*								
	Finance Review 10910 - DDA Director Benefit RX WMHIP - Rx - Western MI Health Pool							700.00	
	Finance Review 703902 - Parks & Rec Lead Cust Serv Assoc Benefit RX WMHIP - Rx - Western MI Health Pool							20.00	
							Finance Review Totals	$720.00	

Budget Worksheet Report

Budget Year 2027

G/L Account	Account Description	2023 Actual Amount	2024 Actual Amount	2025 Actual Amount	2026 Amended Budget	2026 Actual Amount	2026 Estimated Amount	2027 Department Request	2027 Finance Review
Fund **248 - Downtown Development Authority**									
EXPENSE									
Department **50 - Planning, Bldg and Dev**									
Division **5084 - Downtown Development**									
Personnel Services									
248.50.5084.6150	Dental Insurance	.00	.00	194.37	1,140.00	502.72	800.00	1,200.00	1,200.00

Position Transactions

Level	Position	Type	Code	Total Amount
Finance Review	10910 - DDA Director	Benefit	DENTAL-DELTA - Dental Plan - Delta	1,160.00
Finance Review	703902 - Parks & Rec Lead Cust Serv Assoc	Benefit	DENTAL-DELTA - Dental Plan - Delta	40.00
			Finance Review Totals	$1,200.00

248.50.5084.6155	Optical Insurance	.00	.00	28.48	160.00	71.16	115.00	170.00	170.00

Position Transactions

Level	Position	Type	Code	Total Amount
Finance Review	10910 - DDA Director	Benefit	VISION-NVA - Vision Plan - NVA	160.00
Finance Review	703902 - Parks & Rec Lead Cust Serv Assoc	Benefit	VISION-NVA - Vision Plan - NVA	10.00
			Finance Review Totals	$170.00

248.50.5084.6158	Long Term Care Insurance	.00	.00	94.02	.00	285.18	185.00	650.00	650.00

Position Transactions

Level	Position	Type	Code	Total Amount
Finance Review	10910 - DDA Director	Benefit	LTC CARE - Long Term Care	650.00
			Finance Review Totals	$650.00

248.50.5084.6160	Long Term Disability Insurance	.00	.00	52.44	330.00	144.18	220.00	430.00	430.00

Position Transactions

Level	Position	Type	Code	Total Amount
Finance Review	10910 - DDA Director	Benefit	LTD - NON UNION - Long Term Disability - Non Union	410.00
Finance Review	703902 - Parks & Rec Lead Cust Serv Assoc	Benefit	LTD - NON UNION - Long Term Disability - Non Union	20.00
			Finance Review Totals	$430.00

248.50.5084.6165	Life Insurance	.00	.00	70.56	440.00	194.00	300.00	570.00	570.00

Position Transactions

Level	Position	Type	Code	Total Amount
Finance Review	10910 - DDA Director	Benefit	INS-2X - Life Insurance - 2X	550.00
Finance Review	703902 - Parks & Rec Lead Cust Serv Assoc	Benefit	INS-2X - Life Insurance - 2X	20.00
			Finance Review Totals	$570.00

Budget Worksheet Report

Budget Year 2027

G/L Account	Account Description	2023 Actual Amount	2024 Actual Amount	2025 Actual Amount	2026 Amended Budget	2026 Actual Amount	2026 Estimated Amount	2027 Department Request	2027 Finance Review
Fund **248 - Downtown Development Authority**									
EXPENSE									
Department **50 - Planning, Bldg and Dev**									
Division **5084 - Downtown Development**									
Personnel Services									
248.50.5084.6201	Social Security	.00	.00	1,429.10	9,670.00	4,153.32	6,575.00	12,390.00	12,390.00

Position Transactions

Level	*Position*	*Type*	*Code*	*Total Amount*
Finance Review	10804 - Intern/Work Study - DDA	Tax	SS - Social Security	730.00
Finance Review	10804 - Intern/Work Study - DDA	Tax	MEDICARE - Medicare	170.00
Finance Review	10910 - DDA Director	Tax	SS - Social Security	8,970.00
Finance Review	10910 - DDA Director	Tax	MEDICARE - Medicare	2,100.00
Finance Review	703902 - Parks & Rec Lead Cust Serv Assoc	Tax	SS - Social Security	340.00
Finance Review	703902 - Parks & Rec Lead Cust Serv Assoc	Tax	MEDICARE - Medicare	80.00
			Finance Review Totals	$12,390.00

248.50.5084.6222	Retirement - Hybrid DB	.00	.00	1,617.16	10,480.00	4,673.89	7,250.00	13,480.00	13,480.00

Position Transactions

Level	*Position*	*Type*	*Code*	*Total Amount*
Finance Review	10910 - DDA Director	Benefit	NON-UNION-HYBRID - Non-Union Hybrid	12,990.00
Finance Review	703902 - Parks & Rec Lead Cust Serv Assoc	Benefit	NON-UNION-HYBRID - Non-Union Hybrid	490.00
			Finance Review Totals	$13,480.00

248.50.5084.6224	Retirement - Hybrid DC	.00	.00	257.77	1,520.00	679.95	1,045.00	1,540.00	1,540.00

Position Transactions

Level	*Position*	*Type*	*Code*	*Total Amount*
Finance Review	10910 - DDA Director	Benefit	Hybrid DC (HB) - HA Group Hired after 7-1-2011	1,480.00
Finance Review	703902 - Parks & Rec Lead Cust Serv Assoc	Benefit	Hybrid DC (HB) - HA Group Hired after 7-1-2011	60.00
			Finance Review Totals	$1,540.00

248.50.5084.6301	Workers Compensation	.00	.00	16.16	70.00	31.75	50.00	100.00	100.00

Position Transactions

Level	*Position*	*Type*	*Code*	*Total Amount*
Finance Review	10804 - Intern/Work Study - DDA	Workers Comp	8810 - Clerical	10.00
Finance Review	10910 - DDA Director	Workers Comp	8810 - Clerical	90.00
			Finance Review Totals	$100.00

248.50.5084.6309	HCSP - City Match	.00	.00	176.64	1,000.00	446.06	700.00	1,100.00	1,100.00

Position Transactions

Level	*Position*	*Type*	*Code*	*Total Amount*
Finance Review	10910 - DDA Director	Benefit	HCSP - Health Care Savings Plan	1,000.00

Budget Worksheet Report

Budget Year 2027

G/L Account	Account Description	2023 Actual Amount	2024 Actual Amount	2025 Actual Amount	2026 Amended Budget	2026 Actual Amount	2026 Estimated Amount	2027 Department Request	2027 Finance Review
Fund **248 - Downtown Development Authority**									
EXPENSE									
Department **50 - Planning, Bldg and Dev**									
Division **5084 - Downtown Development**									
Personnel Services									
Finance Review	703902 - Parks & Rec Lead Cust Serv Assoc			Benefit	HCSP - Health Care Savings Plan			100.00	
							Finance Review Totals	$1,100.00	
248.50.5084.6315	Employee Parking Permits	.00	.00	.00	660.00	495.00	660.00	660.00	660.00
Budget Transactions									
Level	*Transaction*					*Number of Units*	*Cost Per Unit*	*Total Amount*	
Finance Review	^Employee Parking Permits - FY2027					1.0000	660.00	660.00	
							Finance Review Totals	$660.00	
248.50.5084.6341	Fringe Benefits - Direct Charges	38,529.96	38,809.92	3,710.04	3,710.00	307.53	410.00	4,210.00	910.00
Budget Transactions									
Level	*Transaction*					*Number of Units*	*Cost Per Unit*	*Total Amount*	
Finance Review	Direct Charges Tickler - FY2027					1.0000	910.00	910.00	
							Finance Review Totals	$910.00	
	Personnel Services Totals	$154,860.00	$163,894.92	$62,138.89	$209,700.00	$93,517.34	$150,180.00	$269,665.00	$256,365.00
Operating Costs									
248.50.5084.7201	Operating Supplies	1,615.28	2,375.69	4,604.99	12,950.00	4,332.01	9,500.00	12,700.00	12,700.00
Budget Transactions									
Level	*Transaction*					*Number of Units*	*Cost Per Unit*	*Total Amount*	
Finance Review	Downtown Art Supplies					1.0000	5,600.00	5,600.00	
Finance Review	General Supplies					1.0000	1,000.00	1,000.00	
Finance Review	Maintenance Supplies					1.0000	1,750.00	1,750.00	
Finance Review	Meeting Supplies					1.0000	3,600.00	3,600.00	
Finance Review	Plaques					1.0000	750.00	750.00	
							Finance Review Totals	$12,700.00	
248.50.5084.7401	Contract Services	96,066.25	129,191.64	25,784.37	101,870.00	74,116.87	115,500.00	178,085.00	178,085.00
Budget Transactions									
Level	*Transaction*					*Number of Units*	*Cost Per Unit*	*Total Amount*	
Finance Review	Ambassador Program					1.0000	100,000.00	100,000.00	
Finance Review	Communication/Promotion DMB					1.0000	2,000.00	2,000.00	
Finance Review	Design Guidelines					1.0000	4,000.00	4,000.00	
Finance Review	Downtown communications support/survey					1.0000	2,500.00	2,500.00	
Finance Review	Parklet Delivery, Repair & Installation					1.0000	4,400.00	4,400.00	
Finance Review	Rotating Art Frames					1.0000	8,325.00	8,325.00	

Budget Worksheet Report

Budget Year 2027

G/L Account	Account Description	2023 Actual Amount	2024 Actual Amount	2025 Actual Amount	2026 Amended Budget	2026 Actual Amount	2026 Estimated Amount	2027 Department Request	2027 Finance Review
Fund **248 - Downtown Development Authority**									
EXPENSE									
Department **50 - Planning, Bldg and Dev**									
Division **5084 - Downtown Development**									
Operating Costs									
	Finance Review Rotating Art Prints					1.0000	7,360.00	7,360.00	
	Finance Review Strategic Planning					1.0000	12,000.00	12,000.00	
	Finance Review Summer Programming					1.0000	16,000.00	16,000.00	
	Finance Review Urban Planning Practicum					1.0000	2,500.00	2,500.00	
	Finance Review Valley Court Park Design Work					1.0000	12,000.00	12,000.00	
	Finance Review Window Art - transparency					1.0000	7,000.00	7,000.00	
							Finance Review Totals	$178,085.00	
248.50.5084.7415	Municipal Service Agreement	205,000.00	185,047.50	377,980.00	587,305.00	298,818.77	376,950.00	847,120.00	503,210.00

Budget Transactions

Level	Transaction	Number of Units	Cost Per Unit	Total Amount
Finance Review	Clothing/Shoe Reimbursement	1.0000	1,075.00	1,075.00
Finance Review	Communications and software	1.0000	2,140.00	2,140.00
Finance Review	Contracted Labor	1.0000	8,925.00	8,925.00
Finance Review	DPW Additional Amount	1.0000	37,430.00	37,430.00
Finance Review	DPW Contracted Labor and Services	1.0000	29,445.00	29,445.00
Finance Review	DPW Lead Worker	1.0000	102,990.00	102,990.00
Finance Review	ELPD - EL Downtown Lighting	1.0000	10,000.00	10,000.00
Finance Review	ELPD Downtown Social Worker	1.0000	76,090.00	76,090.00
Finance Review	ELPD officers 2	2.0000	100,870.00	201,740.00
Finance Review	ELPD officers 2	2.0000	(100,870.00)	(201,740.00)
Finance Review	Garage Equipment Rental	1.0000	48,945.00	48,945.00
Finance Review	Labor - 2 Employees	1.0000	143,570.00	143,570.00
Finance Review	Labor - Engineering Charges	1.0000	5,000.00	5,000.00
Finance Review	Materials and Chemicals - Maintenance	1.0000	1,000.00	1,000.00
Finance Review	Minor Equipment	1.0000	2,450.00	2,450.00
Finance Review	Operating Supplies	1.0000	27,750.00	27,750.00
Finance Review	Utilities Electric (Bill Sharp Park Lights & Downtown Fountains)	1.0000	5,100.00	5,100.00
Finance Review	Utilities Gas	1.0000	300.00	300.00
Finance Review	Utilities Water & Sewer	1.0000	1,000.00	1,000.00
			Finance Review Totals	$503,210.00

Budget Worksheet Report

Budget Year 2027

G/L Account	Account Description	2023 Actual Amount	2024 Actual Amount	2025 Actual Amount	2026 Amended Budget	2026 Actual Amount	2026 Estimated Amount	2027 Department Request	2027 Finance Review
Fund **248 - Downtown Development Authority**									
EXPENSE									
Department **50 - Planning, Bldg and Dev**									
Division **5084 - Downtown Development**									
Operating Costs									
248.50.5084.7501	Legal Services - General	5,319.00	6,291.00	18,924.00	12,000.00	16,567.50	25,000.00	15,000.00	20,000.00

Budget Transactions

Level	Transaction	Number of Units	Cost Per Unit	Total Amount
Finance Review	Legal Services	1.0000	20,000.00	20,000.00
			Finance Review Totals	$20,000.00

248.50.5084.7510	Audit Services	4,750.00	4,420.01	4,600.00	4,785.00	4,785.00	4,785.00	4,980.00	4,980.00

Budget Transactions

Level	Transaction	Number of Units	Cost Per Unit	Total Amount
Finance Review	Audit Fees - FY2027	1.0000	4,980.00	4,980.00
			Finance Review Totals	$4,980.00

248.50.5084.7530	Software Maintenance Agreement	.00	.00	1,080.00	.00	.00	.00	.00	.00
248.50.5084.7601	Insurance, Bonds and Claims	.00	.00	.00	.00	.00	.00	475.00	475.00

Budget Transactions

Level	Transaction	Number of Units	Cost Per Unit	Total Amount
Finance Review	FY27 General Liability Tickler	1.0000	475.00	475.00
			Finance Review Totals	$475.00

248.50.5084.7701	Communications - Telephone	2,196.00	2,271.00	164.13	.00	233.66	420.00	480.00	480.00

Budget Transactions

Level	Transaction	Number of Units	Cost Per Unit	Total Amount
Finance Review	Phone	12.0000	40.00	480.00
			Finance Review Totals	$480.00

248.50.5084.7810	Sponsorships	500.00	500.00	4,200.00	9,500.00	3,500.00	9,500.00	12,000.00	12,000.00

Budget Transactions

Level	Transaction	Number of Units	Cost Per Unit	Total Amount
Finance Review	80's Night	1.0000	1,000.00	1,000.00
Finance Review	Art Festival	1.0000	2,500.00	2,500.00
Finance Review	Farmers Market Festival Support	1.0000	1,000.00	1,000.00
Finance Review	Jazz Festival	1.0000	1,000.00	1,000.00
Finance Review	MDA Spring Workshop	1.0000	500.00	500.00
Finance Review	Sponsorship Folk Festival	1.0000	5,000.00	5,000.00
Finance Review	Sponsorship TBD	1.0000	1,000.00	1,000.00
			Finance Review Totals	$12,000.00

Budget Worksheet Report

Budget Year 2027

G/L Account	Account Description	2023 Actual Amount	2024 Actual Amount	2025 Actual Amount	2026 Amended Budget	2026 Actual Amount	2026 Estimated Amount	2027 Department Request	2027 Finance Review
Fund **248 - Downtown Development Authority**									
EXPENSE									
Department **50 - Planning, Bldg and Dev**									
Division **5084 - Downtown Development**									
Operating Costs									
248.50.5084.7901	Printing and Publishing	.00	.00	436.72	.00	.00	.00	.00	.00
248.50.5084.8001	Dues and Memberships	475.00	800.00	650.00	800.00	2,750.00	2,895.00	2,895.00	2,895.00

Budget Transactions

Level	*Transaction*	*Number of Units*	*Cost Per Unit*	*Total Amount*
Finance Review	IDA	1.0000	1,800.00	1,800.00
Finance Review	Main Street America	1.0000	295.00	295.00
Finance Review	MDA	1.0000	400.00	400.00
Finance Review	MEDA	1.0000	400.00	400.00
			Finance Review Totals	$2,895.00

248.50.5084.8101	Employee Training & Travel	174.00	.00	.00	.00	135.00	635.00	600.00	600.00

Budget Transactions

Level	*Transaction*	*Number of Units*	*Cost Per Unit*	*Total Amount*
Finance Review	Conference and Field Trip Travel	2.0000	300.00	600.00
			Finance Review Totals	$600.00

248.50.5084.8205	Utilities - Electric	486.29	1,370.68	330.00	360.00	240.00	360.00	360.00	360.00

Budget Transactions

Level	*Transaction*	*Number of Units*	*Cost Per Unit*	*Total Amount*
Finance Review	400 Block String Lighting	1.0000	360.00	360.00
			Finance Review Totals	$360.00

248.50.5084.8460	Project Development Fund	92,801.83	60,272.60	13,708.46	15,000.00	540.00	5,000.00	15,000.00	15,000.00

Budget Transactions

Level	*Transaction*	*Number of Units*	*Cost Per Unit*	*Total Amount*
Finance Review	Facade Improvement Program	1.0000	15,000.00	15,000.00
			Finance Review Totals	$15,000.00

248.50.5084.8501	Repairs and Maintenance	10,409.69	19,153.60	1,824.08	3,000.00	205.00	3,000.00	3,000.00	3,000.00

Budget Transactions

Level	*Transaction*	*Number of Units*	*Cost Per Unit*	*Total Amount*
Finance Review	Repairs & Maintenance	1.0000	3,000.00	3,000.00
			Finance Review Totals	$3,000.00

Budget Worksheet Report

Budget Year 2027

G/L Account	Account Description	2023 Actual Amount	2024 Actual Amount	2025 Actual Amount	2026 Amended Budget	2026 Actual Amount	2026 Estimated Amount	2027 Department Request	2027 Finance Review
Fund **248 - Downtown Development Authority**									
EXPENSE									
Department **50 - Planning, Bldg and Dev**									
Division **5084 - Downtown Development**									
Operating Costs									
248.50.5084.8801	General Government Indirect Charge Allocation	.00	.00	.00	.00	69,986.25	93,315.00	93,315.00	93,315.00

Budget Transactions

Level	*Transaction*	*Number of Units*	*Cost Per Unit*	*Total Amount*
Finance Review	Indirect Charges Tickler - FY2027	1.0000	93,315.00	93,315.00
			Finance Review Totals	$93,315.00

248.50.5084.8810	City Facility Rental	.00	.00	1,812.50	4,680.00	1,805.00	4,680.00	4,680.00	4,680.00

Budget Transactions

Level	*Transaction*	*Number of Units*	*Cost Per Unit*	*Total Amount*
Finance Review	Hannah Community Center	12.0000	300.00	3,600.00
Finance Review	Parklet Parking Space Rental	1.0000	1,080.00	1,080.00
			Finance Review Totals	$4,680.00

248.50.5084.8820	City Computer Rental	4,485.00	4,485.00	5,805.00	5,920.00	4,439.97	5,920.00	5,920.00	5,920.00

Budget Transactions

Level	*Transaction*	*Number of Units*	*Cost Per Unit*	*Total Amount*
Finance Review	Computer Charges Tickler - FY2027	1.0000	5,920.00	5,920.00
			Finance Review Totals	$5,920.00

	Operating Costs Totals	$424,278.34	$416,178.72	$461,904.25	$758,170.00	$482,455.03	$657,460.00	$1,196,610.00	$857,700.00
Capital Outlay									
248.50.5084.9001	Capital Outlay	26,278.00	.00	.00	705,000.00	11,781.25	161,780.00	570,000.00	865,000.00

Budget Transactions

Level	*Transaction*	*Number of Units*	*Cost Per Unit*	*Total Amount*
Finance Review	Buildout of Downtown Office	1.0000	120,000.00	120,000.00
Finance Review	Downtown Restroom	1.0000	250,000.00	250,000.00
Finance Review	Landscape Barricades	1.0000	50,000.00	50,000.00
Finance Review	Sidewalk Safety Improvements	4.0000	80,000.00	320,000.00
Finance Review	Sidewalk Safety/Valley Court Connectivity	1.0000	75,000.00	75,000.00
Finance Review	Wayfinding Signage	1.0000	50,000.00	50,000.00
			Finance Review Totals	$865,000.00

	Capital Outlay Totals	$26,278.00	$0.00	$0.00	$705,000.00	$11,781.25	$161,780.00	$570,000.00	$865,000.00

Budget Worksheet Report

Budget Year 2027

G/L Account	Account Description	2023 Actual Amount	2024 Actual Amount	2025 Actual Amount	2026 Amended Budget	2026 Actual Amount	2026 Estimated Amount	2027 Department Request	2027 Finance Review
Fund **248 - Downtown Development Authority**									
EXPENSE									
Department **50 - Planning, Bldg and Dev**									
Division **5084 - Downtown Development**									
Transfers Out									
248.50.5084.9701	Contribution to General Fund	.00	.00	.00	118,275.00	88,706.25	118,275.00	121,800.00	121,800.00
Budget Transactions									
Level	*Transaction*					*Number of Units*	*Cost Per Unit*	*Total Amount*	
Finance Review	Street Lighting					1.0000	118,275.00	118,275.00	
							Finance Review Totals	$118,275.00	
248.50.5084.9715	Contribution to Debt Service Fund	353,304.96	354,630.00	325,014.96	.00	.00	.00	.00	.00
248.50.5084.9730	Contribution to Parking Fund	133,269.33	133,376.92	140,687.54	139,395.00	139,556.49	139,555.00	143,325.00	143,325.00
	Transfers Out Totals	$486,574.29	$488,006.92	$465,702.50	$257,670.00	$228,262.74	$257,830.00	$265,125.00	$265,125.00
Replenish Fund Equity									
248.50.5084.9996	Replenish Fund Equity	.00	.00	.00	91,850.00	.00	.00	34,840.00	40,745.00
Budget Transactions									
Level	*Transaction*					*Number of Units*	*Cost Per Unit*	*Total Amount*	
Finance Review	Replenish Fund Equity					1.0000	91,850.00	91,850.00	
							Finance Review Totals	$91,850.00	
	Replenish Fund Equity Totals	$0.00	$0.00	$0.00	$91,850.00	$0.00	$0.00	$34,840.00	$40,745.00
Division **5084 - Downtown Development** Totals		$1,091,990.63	$1,068,080.56	$989,745.64	$2,022,390.00	$816,016.36	$1,227,250.00	$2,336,240.00	$2,284,935.00
Division **5088 - Downtown Waste Mgmt Program**									
Personnel Services									
248.50.5088.6071	S&W - Direct Charges	.00	.00	4,845.00	6,710.00	5,032.53	6,710.00	6,910.00	6,910.00
Budget Transactions									
Level	*Transaction*					*Number of Units*	*Cost Per Unit*	*Total Amount*	
Finance Review	Direct Charges Tickler - FY2027					1.0000	6,910.00	6,910.00	
							Finance Review Totals	$6,910.00	
248.50.5088.6341	Fringe Benefits - Direct Charges	.00	.00	954.96	1,300.00	974.97	1,300.00	1,340.00	1,340.00
Budget Transactions									
Level	*Transaction*					*Number of Units*	*Cost Per Unit*	*Total Amount*	
Finance Review	Direct Charges Tickler - FY2027					1.0000	1,340.00	1,340.00	
							Finance Review Totals	$1,340.00	
	Personnel Services Totals	$0.00	$0.00	$5,799.96	$8,010.00	$6,007.50	$8,010.00	$8,250.00	$8,250.00

Budget Worksheet Report

Budget Year 2027

G/L Account	Account Description	2023 Actual Amount	2024 Actual Amount	2025 Actual Amount	2026 Amended Budget	2026 Actual Amount	2026 Estimated Amount	2027 Department Request	2027 Finance Review
Fund **248 - Downtown Development Authority**									
EXPENSE									
Department **50 - Planning, Bldg and Dev**									
Division **5088 - Downtown Waste Mgmt Program**									
Operating Costs									
248.50.5088.7401	Contract Services	.00	.00	161,530.48	130,840.00	134,650.01	157,925.00	139,610.00	168,485.00

Budget Transactions

Level	*Transaction*	*Number of Units*	*Cost Per Unit*	*Total Amount*
Finance Review	Harvey Electronics - Cameras	12.0000	420.00	5,040.00
Finance Review	Speedwrench	12.0000	460.00	5,520.00
Finance Review	Waste Management	1.0000	157,925.00	157,925.00
			Finance Review Totals	$168,485.00

248.50.5088.7701	Communications - Telephone	.00	.00	2,196.00	2,200.00	1,755.00	2,200.00	2,050.00	2,050.00

Budget Transactions

Level	*Transaction*	*Number of Units*	*Cost Per Unit*	*Total Amount*
Finance Review	Camera Service	1.0000	900.00	900.00
Finance Review	Steller Cameras	1.0000	1,150.00	1,150.00
			Finance Review Totals	$2,050.00

248.50.5088.8205	Utilities - Electric	.00	30.00	1,838.26	1,800.00	1,076.14	1,840.00	1,800.00	1,800.00

Budget Transactions

Level	*Transaction*	*Number of Units*	*Cost Per Unit*	*Total Amount*
Finance Review	Refuse Rooms	1.0000	1,800.00	1,800.00
			Finance Review Totals	$1,800.00

248.50.5088.8501	Repairs and Maintenance	.00	.00	2,188.87	2,350.00	580.97	2,190.00	8,000.00	8,000.00

Budget Transactions

Level	*Transaction*	*Number of Units*	*Cost Per Unit*	*Total Amount*
Finance Review	Refuse Rooms Repairs and Maintenance	1.0000	8,000.00	8,000.00
			Finance Review Totals	$8,000.00

Operating Costs Totals	$0.00	$30.00	$167,753.61	$137,190.00	$138,062.12	$164,155.00	$151,460.00	$180,335.00
Division **5088 - Downtown Waste Mgmt Program** Totals	$0.00	$30.00	$173,553.57	$145,200.00	$144,069.62	$172,165.00	$159,710.00	$188,585.00

Budget Worksheet Report

Budget Year 2027

G/L Account	Account Description	2023 Actual Amount	2024 Actual Amount	2025 Actual Amount	2026 Amended Budget	2026 Actual Amount	2026 Estimated Amount	2027 Department Request	2027 Finance Review
Fund **248 - Downtown Development Authority**									
EXPENSE									
Department **50 - Planning, Bldg and Dev**									
Division **5090 - Evergreen Properties**									
Operating Costs									
248.50.5090.7401	Contract Services	17,085.04	29,500.00	5,405.53	2,500.00	903.50	1,000.00	2,500.00	2,500.00
Budget Transactions									
Level	*Transaction*					*Number of Units*	*Cost Per Unit*	*Total Amount*	
Finance Review	Lawn Mowing and Snow Removal					1.0000	2,500.00	2,500.00	
							Finance Review Totals	$2,500.00	
248.50.5090.7601	Insurance, Bonds and Claims	2,760.00	2,904.96	.00	.00	.00	.00	.00	.00
248.50.5090.8220	Utilities - Other	985.98	586.52	626.68	650.00	533.50	535.00	650.00	650.00
Budget Transactions									
Level	*Transaction*					*Number of Units*	*Cost Per Unit*	*Total Amount*	
Finance Review	Water Service 340 Evergreen					1.0000	325.00	325.00	
Finance Review	Water Service 344 Evergreen					1.0000	325.00	325.00	
							Finance Review Totals	$650.00	
248.50.5090.8501	Repairs and Maintenance	.00	1,396.30	268.03	1,000.00	.00	.00	1,000.00	1,000.00
Budget Transactions									
Level	*Transaction*					*Number of Units*	*Cost Per Unit*	*Total Amount*	
Finance Review	Repairs & Maintenance					1.0000	1,000.00	1,000.00	
							Finance Review Totals	$1,000.00	
248.50.5090.8627	Taxes	32,252.95	8,821.20	.00	.00	.00	.00	.00	.00
	Operating Costs Totals	$53,083.97	$43,208.98	$6,300.24	$4,150.00	$1,437.00	$1,535.00	$4,150.00	$4,150.00
Debt Service									
248.50.5090.9501	Principal Payment	5,137,377.00	300,000.00	335,000.00	355,000.00	355,000.00	355,000.00	370,000.00	370,000.00
Budget Transactions									
Level	*Transaction*					*Number of Units*	*Cost Per Unit*	*Total Amount*	
Finance Review	FY27 DDA Evergreen Refunding Bond principal					1.0000	370,000.00	370,000.00	
							Finance Review Totals	$370,000.00	
248.50.5090.9505	Interest Expense	207,654.18	266,935.50	231,822.00	215,540.00	215,541.00	215,545.00	198,290.00	198,290.00
Budget Transactions									
Level	*Transaction*					*Number of Units*	*Cost Per Unit*	*Total Amount*	
Finance Review	FY27 DDA Evergreen Refunding Bond interest					1.0000	198,290.00	198,290.00	
							Finance Review Totals	$198,290.00	
248.50.5090.9515	Bond Issuance Costs	42,473.00	.00	.00	.00	.00	.00	.00	.00
	Debt Service Totals	$5,387,504.18	$566,935.50	$566,822.00	$570,540.00	$570,541.00	$570,545.00	$568,290.00	$568,290.00

Budget Worksheet Report

Budget Year 2027

G/L Account	Account Description	2023 Actual Amount	2024 Actual Amount	2025 Actual Amount	2026 Amended Budget	2026 Actual Amount	2026 Estimated Amount	2027 Department Request	2027 Finance Review
Fund	**248 - Downtown Development Authority**								
EXPENSE									
Department	**50 - Planning, Bldg and Dev**								
Division	**5090 - Evergreen Properties** Totals	$5,440,588.15	$610,144.48	$573,122.24	$574,690.00	$571,978.00	$572,080.00	$572,440.00	$572,440.00
Department	**50 - Planning, Bldg and Dev** Totals	$6,532,578.78	$1,678,255.04	$1,736,421.45	$2,742,280.00	$1,532,063.98	$1,971,495.00	$3,068,390.00	$3,045,960.00
	EXPENSE TOTALS	$6,532,578.78	$1,678,255.04	$1,736,421.45	$2,742,280.00	$1,532,063.98	$1,971,495.00	$3,068,390.00	$3,045,960.00
Fund	**248 - Downtown Development Authority** Totals								
	REVENUE TOTALS	$6,509,184.12	$1,546,178.96	$1,781,922.34	$2,742,280.00	$2,696,467.82	$2,738,590.00	$2,975,075.00	$3,045,960.00
	EXPENSE TOTALS	$6,532,578.78	$1,678,255.04	$1,736,421.45	$2,742,280.00	$1,532,063.98	$1,971,495.00	$3,068,390.00	$3,045,960.00
Fund	**248 - Downtown Development Authority** Totals	($23,394.66)	($132,076.08)	$45,500.89	$0.00	$1,164,403.84	$767,095.00	($93,315.00)	$0.00
	Net Grand Totals								
	REVENUE GRAND TOTALS	$6,509,184.12	$1,546,178.96	$1,781,922.34	$2,742,280.00	$2,696,467.82	$2,738,590.00	$2,975,075.00	$3,045,960.00
	EXPENSE GRAND TOTALS	$6,532,578.78	$1,678,255.04	$1,736,421.45	$2,742,280.00	$1,532,063.98	$1,971,495.00	$3,068,390.00	$3,045,960.00
	Net Grand Totals	($23,394.66)	($132,076.08)	$45,500.89	$0.00	$1,164,403.84	$767,095.00	($93,315.00)	$0.00

Downtown Development Authority

AGENDA ITEM REPORT

To:	Downtown Development Authority
Subject:	Consideration of three proposals for the Marketing and Selling of 314, 328, 334, 340 and 344 Evergreen Avenue and authorize the DDA attorney, DDA executive director and two to three board members to negotiate and draft an agreement for execution by the DDA Chairperson.
Meeting:	Downtown Development Authority - 28 May 2026
Department:	Downtown Development Agenda Group
Staff Contact:	Lori Mullins, Downtown Development Authority Executive Director

BACKGROUND INFORMATION:

In August of 2024 the Board authorized the DDA attorney and board member Dave Ledebuhr, to negotiate an agreement with Savills Inc., for the marketing and selling of 314, 328, 334, 340 and 344 Evergreen Ave ("DDA Properties"). An agreement was drafted and executed, and that agreement has since expired. At the DDA meeting on April 23, 2026 the DDA Board authorized staff to issue an RFQ/P for the marketing and selling of the DDA Properties. Staff received three proposals (attached) and is recommending that the board discuss and select a preferred proposal. To expedite the next steps, staff is recommending that two to three board members be selected to work with the DDA attorney and DDA executive director to use the previously drafted agreement as a model for entering into a new agreement. Because of the interest that has been expressed in the properties, and the parking analysis that is likely to begin in July, staff is recommending that a date certain for receiving offers be set for early October.

FINANCIAL IMPACT:

Two of three proposals include no payment from the DDA without a sale of the property. The third proposal includes a monthly fee of $12,000.

STRATEGIC PRIORITIES:

Creative P3 financing with the goal of redevelopment

RECOMMENDATION:

Below is a motion for the Board's consideration:
Move to ask board members _____, the DDA attorney and the DDA executive director to negotiate and draft an agreement with _____ for execution by the DDA chairperson.

ATTACHMENTS:

DDA and Savills Inc. Agreement
314-344 Evergreen Ave Cover Letter.Martin
314-344 Evergreen Ave RFP Response V5Martin

CBRE Reponse to East Lansing DDA
EL Cover Letter_2026 SavillsResponse
EL Downtown Development Authority.SavillsResponse

savills

LISTING AGREEMENT FOR SALE (this "**Agreement**") dated as of _____ __, 2024 between Savills Inc., ("**Advisor**"), and East Lansing Downtown Development Authority on behalf of itself and each of its affiliates (the "**Seller**").

Background

The Seller owns the property known as 314, 328, 334, 340 and 344 Evergreen Ave. (the "**Property**") and desires Advisor's assistance to arrange a transaction between the Seller and a purchaser (a "**Counterparty**") pursuant to which such Counterparty or its affiliate, designee, nominee or assignee will, directly or indirectly, purchase or otherwise acquire the Property.

Agreement

1. **Appointment**. The Seller hereby appoints Advisor, and Advisor hereby accepts appointment, as the Seller's exclusive real estate broker and advisor, with the exclusive right to arrange a transaction as described above (any such transaction being a "**Transaction**").

2. **The Seller's Approval Required; Referral of Inquiries to Advisor**. The terms and conditions of any proposed Transaction shall be subject to acceptance by the Seller in its sole and absolute discretion and subject to review of any documentation it finds reasonable, including a proposed site plan. The Seller shall have the right to refuse to negotiate or enter into any Transaction with any party for any reason or no reason. Advisor shall not have the authority to accept any offer or proposal or to enter into any commitment on behalf of the Seller. The Seller shall refer to Advisor all inquiries regarding the Property received during the Term from any prospective Counterparty, and negotiations with any such Counterparty shall be conducted by or through Advisor.

3. **The Seller to Furnish Information**. The Seller shall furnish to Advisor such information with respect to the Seller and the Property as Advisor may reasonably request in order to render its services effectively. Advisor shall under all circumstances be entitled to rely upon and assume, without independent verification, the accuracy and completeness of all information that has been furnished to it by, or on behalf of, the Seller and shall have no obligation to verify the accuracy or completeness of any such information and shall not be responsible for the inaccuracy or incompleteness of any information provided. All documents and other materials, investigations, reports and information with respect to the Property or the Seller shall be prepared by or for the Seller and shall be furnished to prospective Counterparties on behalf of the Seller, and the Seller shall be solely responsible for the same. The Seller shall provide reasonable access to the Property for Advisor, as arranged by Advisor and/or prospective Counterparties.

4. **Term of Appointment**. The term of Advisor's appointment hereunder (the "**Term**") shall commence on the date hereof and end one year after the date hereof, unless sooner terminated by the Seller for cause. As used herein "**cause**" shall mean any breach of this Agreement by Advisor which continues unremedied for ten (10) business days after written notice thereof from the Seller is received by Advisor. Except for the provisions of this Agreement which are expressly limited to the Term, all of the provisions of this Agreement shall survive the expiration or sooner termination of the Term.

5. **Compensation**. Upon the closing of any Transaction which closes

    a. during the Term with any Counterparty or its affiliate, designee or assignee (whether or not arranged by Advisor), or

b. after the Term pursuant to an agreement entered into

i. during the Term with any Counterparty or its affiliate, designee or assignee (whether or not arranged by Advisor), or

ii. within six (6) months after the end of the Term with any Counterparty or its affiliate, designee or assignee to whom the Seller or the Property was presented, by Advisor, the Seller or otherwise, during the Term or from whom during the Term the Seller received an inquiry which it did not refer to Advisor,

the Seller shall pay Advisor the fee with respect to such Transaction provided for in Exhibit A hereto. The Seller agrees that such six (6) month period shall be extended for so long as negotiations with a Counterparty are ongoing.

6. **Outside Brokers**. Advisor is authorized to cooperate with outside brokers ("**Outside Brokers**") representing Counterparties in connection with a proposed Transaction. If a purchaser is procured by an Outside Broker and such Outside Broker has not agreed to look to the purchaser for its compensation in connection with a Transaction, the Seller shall pay to Savills the fee with respect to such Transaction provided for in Exhibit A hereto and Advisor shall be responsible for paying such Outside Broker out of the commission paid by the Seller to Advisor hereunder. Advisor shall attempt to procure from any Outside Broker an agreement, in form and substance satisfactory to the Seller, covering the Transaction in accordance with the terms hereof. The Seller shall use commercially reasonable efforts to the end that draft transaction documents do not issue to a Counterparty represented by an Outside Broker until such an agreement is executed and delivered by the Outside Broker. The Seller agrees that any transaction document it executes shall contain an indemnity from the Counterparty in favor of both the Seller and the Advisor against claims of any Outside Broker.

7. **Expenses**. The Seller shall pay the fees and disbursements of legal counsel, accountants and other professionals engaged by the Seller. Advisor, at Advisor's cost, expense and discretion, shall market the Property. The property shall be marketed to our internal list of brokers, CoStar, LoopNet, and Crexi and signage.

8. **Representations**. Each party represents and warrants to the other that the representing party has full right and authority to enter into and perform its obligations under this Agreement, and that the same does not violate or conflict with, or require any consents, approvals or under, any agreement by which the representing party is governed or bound (except for any such consents or approvals which have been received or notices which have been given).

9. **Amendments and Assignments**. This Agreement may not be amended or modified except in writing signed by each of the parties. This Agreement (i) expresses the parties' entire agreement on the matters covered herein, and (ii) supersedes all prior understandings between such parties on such matters. Neither party may assign this Agreement without the prior consent of the other party, which consent may be withheld in such party's sole discretion.

10. **Publication of Transaction:** After the closing of a Transaction for which Advisor is entitled to compensation hereunder, Advisor may publish a notice of such Transaction in such format, in such publications and at such times as Advisor may deem appropriate and consistent with its customary practices, subject in each case to the written approval of the Seller, in its sole and absolute discretion.

11. **Indemnification**. Seller acknowledges that Advisor is not obligated to and has made no independent investigation regarding the condition of the Property (including structural, mechanical, soils, subsurface or environmental matters and hazardous substances) or any present or future title, legal, financial, zoning, entitlement or environmental matters relative to the Property or any of the leases, license or other agreements to which the Property is or may be subject (all of the foregoing being called "**Property Conditions**"). Seller agrees to disclose to Advisor and to any prospective Counterparty any and all information which the Seller has regarding the Property Conditions, and Advisor is authorized to disclose any such information to prospective Counterparties. All documents, materials, investigations, reports and information with respect to Property Conditions shall be prepared by or for the Seller and shall be furnished to prospective Counterparties on behalf of the Seller which (as between the Seller and Advisor) shall be solely responsible for same. Seller agrees to indemnify and hold Advisor harmless from and against all claims, costs, liabilities, settlements, and judgments (collectively "claims"), and all costs of defense against such claims (including attorneys' fees and disbursements), suffered or incurred by Advisor which arise out of or relate to any of the Property Conditions or any disclosure or non-disclosure by the Seller. This paragraph shall survive the expiration or sooner termination of this Agreement.

12. **Dual Representation**. An Advisor broker, salesperson or brokerage team other than the team representing the Seller hereunder may, on occasion, represent a Counterparty, which representation is independent of the team's representation of Seller and in such case be deemed an Outside Broker hereunder. In such cases, Advisor will disclose its dual role in the potential transaction to both the Seller and the Counterparty, and will implement internal safeguards to assure confidentiality to both the Seller and the Counterparty in each such party's respective dealings with and through Advisor. Seller agrees that such occasional dual representation may occur, subject to appropriate disclosure, and consents to such other broker or brokerage team within Advisor or Co-Broker being deemed an Outside Broker and to payment of the fees as provided for hereinabove.

13. **Notices**. Any notices required or permitted to be given under the terms of this Agreement shall be in writing and shall be deemed to have been given when (i) personally delivered with signed delivery receipt obtained; (ii) when received by a nationally recognized overnight carrier; or (iii) when received via United States first class mail if sent postage prepaid by registered or certified mail, return receipt requested, in each case addressed to the applicable address(es) set forth below.

    If to the Seller, East Lansing Downtown Development Authority, Attention: Anthony Chubb; 410 Abbot Road. East Lansing, Michigan 48823; achubb@gmhlaw.com

    If to Advisor, Savills Inc., 213 Hamilton Row, Birmingham, Michigan 48009, Attention: Greg Bockart with a copy to Savills Inc., 399 Park Avenue, 11th Floor, New York, New York 10022, Attention: General Counsel, LegalNotices@savills.us

    The time to respond to any notice shall commence on the date of receipt at the appropriate address (or attempted delivery if delivery is refused by such party during normal business hours). A party may change the address to which notices shall be sent to it by ten (10) days' prior written notice to the other party. Any notice served by an attorney for a party shall have the effect of a notice served by the party.

14. **OFAC**. Each party warrants and represents to the other that, the representing party and all parties owning (directly or indirectly) an ownership interest in the representing party (a) is not, and shall not become, a person or entity with whom the other party is restricted from doing business under regulations of the

Office of Foreign Asset Control ("**OFAC**") of the Department of the Treasury (including, but not limited to, those named on OFAC's Specially Designated and Blocked Persons list) or under any statute, executive order, or other governmental action; and (b) is not knowingly engaged in, and shall not knowingly engage in, any dealing or transactions or be otherwise associated with such persons or entities described in clause (a) above.

15. **Waiver of Jury Trial**. Advisor and the Seller each waive trial by jury in any action or proceeding under this Agreement.

16. **Interest**. Any amount due under this Agreement and not paid when due shall bear interest at the rate of two percent per annum in excess of the prime commercial lending rate as published from time to time in *The Wall Street Journal (New York edition)*, but not in excess of the highest rate permitted by applicable law.

17. **Governing Law; Attorneys' Fees**. This Agreement shall be governed by and construed in accordance with the laws of the State of Michigan (without reference to principles of conflicts of laws). Any disputes related to or arising from this Agreement must be brought exclusively in the State of Michigan, to the jurisdiction of which each of the parties hereby submits. In any such action or proceeding the prevailing party shall be entitled to recover its reasonable legal fees and disbursements from the other party.

18. **Miscellaneous**. This Agreement may be executed and delivered (including by facsimile, "pdf" or other electronic transmission) in any number of counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same agreement.

19. **Reserved Parties**. The Seller has had previous and/or ongoing negotiations regarding the Property with interested parties for which it reserves certain rights regarding compensation and as set forth in Exhibit A. Those parties include the following:

    a. River Caddis Development
    b. Paul Vlahakis Real Estate
    c. The Graduate Hotel
    d. Convexity Real Estate Development
    e. Hagan Realty
    f. PK Development
    g. Michigan State Federal Credit Union
    h. Michigan State University
    i. City of East Lansing
    j. DTN Management Company
    k. Greg Ballein

Executed by the parties to confirm the foregoing.

SAVILLS INC.

By: Greg Bockart
Name: Greg Bockart
Title: Vice Chairman

East Lansing Downtown Development Authority

By: _____
Name:
Title:

Exhibit A
Compensation

Rate: Five percent (5.00%) of the gross sales price if the gross sales price is over $2,000,000. If the gross sale price is $2,000,000 or less, or if the Property is sold to a Reserved Party, the commission shall be a flat fee of $100,000.

Time of Payment: All fees shall be paid in full at the closing of the Transaction.

Martin

Van W. Martin
CCIM, SIOR, CRE
President and CEO

Eric F. Rosekrans
CCIM, CPM
Executive Vice President

Christopher Miller
SIOR
Senior Vice President
Investment Advisor

Thomas Jamieson
SIOR
Senior Vice President
Office Advisor

May 21, 2026

Lori Mullins
Executive Director
City of East Lansing Downtown Development Authority
East Lansing, MI

RE: RFP Response – 314, 328, 334, 340 & 344 Evergreen Avenue Redevelopment Opportunity

Dear Ms. Mullins and Members of the Downtown Development Authority,

On behalf of Martin Commercial Properties, we are pleased to submit our proposal to provide brokerage and advisory services for the redevelopment opportunity located at 314, 328, 334, 340, and 344 Evergreen Avenue in Downtown East Lansing.

As a firm headquartered in East Lansing with 64 years of experience serving Mid-Michigan communities, Martin understands both the significance of this site and the importance of identifying a development partner capable of delivering a transformative, long-term project aligned with the DDA's vision for Downtown East Lansing. We recognize that this opportunity represents more than a real estate transaction, it is an investment in the future growth, vibrancy, and continued momentum of the downtown district.

The Martin team assembled for this assignment brings an unmatched combination of local market expertise, industry credentials, and development advisory experience. Led by Van W. Martin, SIOR, CCIM, CRE, alongside Eric F. Rosekrans, CCIM, CPM, Christopher Miller, SIOR, and Thomas Jamieson, SIOR, our team offers decades of experience representing complex commercial real estate assignments throughout Michigan and beyond. Together, we provide the strategic insight, relationships, and hands-on leadership necessary to successfully position this opportunity within the marketplace and guide the process from initial marketing through final developer selection and transaction completion.

Our approach is centered on collaboration, transparency, and long-term value creation. We are committed to working closely with the DDA, City leadership, stakeholders, and the development community to ensure the selected project reflects the goals and character of Downtown East Lansing while maximizing the site's potential.

We appreciate the opportunity to submit this proposal and would welcome the opportunity to further discuss our qualifications, approach, and vision for this important redevelopment initiative.

Sincerely,

Van W. Martin, SIOR, CCIM, CRE
President & CEO
Martin Commercial Properties

Eric F. Rosekrans, CCIM, CPM
Executive Vice President
Martin Commercial Properties

Christopher Miller, SIOR
Senior Vice President
Martin Commercial Properties

Thomas Jamieson, SIOR
Senior Vice President
Martin Commercial Properties

1111 Michigan Ave, Ste 300
East Lansing, MI

Office: 517 351-2200
Direct: 517 319-9262
Fax: 517 351-2999
Cell: 517 881-2021

van.martin@
martincommercial.com

eric.rosekrans@
martincommercial.com

christopher.miller@
martincommercial.com

thomas.jamieson@
martincommercial.com

Martin

Prepared for

City of East Lansing, Downtown Development Authority
Lori Mullins, Executive Director


DOWNTOWN DEVELOPMENT AUTHORITY
CITY OF EAST LANSING

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Appendix 29

Martin Commercial Properties © 2026 All Rights Reserved. All information included in this proposal pertaining to Martin—including but not limited to its operations, employees, technology and clients—are proprietary and confidential, and are supplied with the understanding that they will be held in confidence and not disclosed to third parties without the prior written consent of Martin. This proposal is intended solely as a preliminary expression of general intentions and is to be used for discussion purposes only. The parties intend that neither shall have any contractual obligations to the other with respect to the matters referred herein unless and until a definitive agreement has been fully executed and delivered by the parties. The parties agree that this proposal is not intended to create any agreement or obligation by either party to negotiate a definitive agreement and imposes no duty whatsoever on either party to continue negotiations, including without limitation any obligation to negotiate in good faith or in any way other than at arm's length. Prior to delivery of a definitive executed agreement, and without any liability to the other party, either party may (1) propose different terms from those summarized herein, (2) enter into negotiations with other parties and/or (3) unilaterally terminate all negotiations with the other party hereto. Martin and the Martin logo are service marks of Martin Commercial Properties, Inc. and/or its affiliated or related companies. All other marks displayed on this document are the property of their respective owners.

Executive Summary

With almost 65 years of experience and a proven track record of success, Martin is honored to provide comprehensive brokerage services to the City of East Lansing DDA.

We are the trusted partner that clients rely on, leveraging our deep understanding of their real estate objectives to deliver measurable results.

Every interaction connects you with a professional who is highly knowledgeable in commercial real estate and fully committed to understanding your priorities. By providing best-in-class expertise, we handle the complexities of real estate so you can focus on what you do best.

Martin's Value-Add Proposition

Delivering measurable results and a successful partnership:

Proven Performance

A long-standing track record of delivering measurable results and successful outcomes for clients across complex commercial real estate assignments.

Independent, Client-First Representation

As an independent brokerage, we provide objective guidance and assemble the most qualified professionals and resources to best serve the client's goals.

Deep Market Intelligence

Unmatched local and regional expertise driven by hands-on experience, active market engagement, and real-time insight into evolving market conditions.

Client-Centered Approach

Your objectives remain our highest priority throughout every stage of the process, with a commitment to transparency, responsiveness, and strategic alignment.

Trusted Research & Analysis

Recognized as a reliable source for accurate market data, actionable insights, and thoughtful analysis that support informed decision-making.

Extensive Professional Network

A well-established network of national, regional, and local relationships that expands market reach and creates valuable connections and opportunities.

VALLEY CT.
SITE
ALBERT AVE.
ABBOT RD.
Graduate
BY HILTON
THE ABBOT

1. Details on Proposing Firm

Martin Commercial Properties is an independent, vertically integrated commercial real estate firm with a proven track record of delivering exceptional service and measurable results since 1962. Headquartered in East Lansing, with deep roots throughout the Mid-Michigan region, our firm has built longstanding relationships and a strong understanding of the communities and markets we serve. As a recognized market leader, our team brings deep industry expertise, strategic insight, and a collaborative approach to every assignment. We serve clients through a combination of local market knowledge, strong industry relationships, and a commitment to thoughtful execution and attention to detail.

With offices in East Lansing, Grand Rapids, and Tampa, Martin Commercial Properties provides comprehensive commercial real estate services across five core business lines: brokerage, property management, construction services, investment services, and corporate services.

We're The Broker's Broker for Mid-Michigan

Over the past 10 years

- Martin transacted ±66% of all commercial transactions
- NAI transacted 22%
- Property Owners transacted 8%
- National Brokers transacted the remaining 4%

Mid-Michigan Commercial Transactions by Broker



A Preeminent Network At Your Disposal

The power of the Martin network includes professionals that are recognized as the most knowledgeable, experienced, and successful practitioners in the world.

SIOR® Is not just a designation.
It's a reflection of excellence.

3,278	722	45
Practitioners	**Cities**	**Countries**

CRE® The world's foremost Real Estate Counseling network.

CCIM Global standard in investment analysis & expertise.

Van W. Martin is:

1 of 33

professionals globally to have achieved 3 coveted designations: The Society of Industrial and Office Realtors® (SIOR), Counselors of Real Estate (CRE), and Certified Commercial Investment Member (CCIM).

1 of 1

professionals in the State of Michigan to have achieved these 3 coveted designations: The Society of Industrial and Office Realtors® (SIOR), Counselors of Real Estate (CRE), and Certified Commercial Investment Member (CCIM).

Partnerships Built Over Time

Long-standing relationships with our clients in Mid-Michigan, and beyond, are the ultimate testimonial that Martin Makes it Happen.

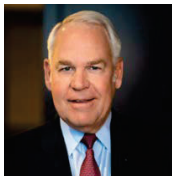
The Top East Lansing Employers

We have worked with them all.

Your Martin Team

Martin's ambitious and dedicated team prioritizes responsiveness in all that they do. As your local team, Martin offers hands-on, in-person support whenever it's called for.

The best way to be prepared for the future is to plan accordingly. Martin has four senior executives, and a stacked deck of exceptional, highly-trained individuals ready to step in at a moment's notice.



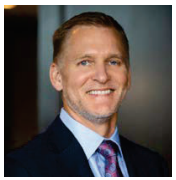
Van W. Martin SIOR, CCIM, CRE | President & CEO



Eric F. Rosekrans CCIM, CPM | Executive Vice President



Chris Miller, SIOR | Senior Vice President, Investment Advisor



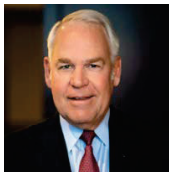
Thomas Jamieson, SIOR | Senior Vice President, Office Advisor

2. Qualifications & Expertise

Martin Commercial Properties is committed to delivering responsive, hands-on service backed by decades of proven commercial real estate expertise. The team assembled for this assignment represents the most experienced and accomplished professionals, including industry-recognized leaders holding SIOR, CCIM, and CRE designations, as well as professionals with nearly five decades of market experience. Our team brings a strategic, collaborative, and client-focused approach to every engagement, combining deep local market knowledge with institutional-quality expertise in brokerage, development strategy, investment analysis, and complex real estate transactions.

With longstanding relationships throughout the region and a strong understanding of the East Lansing market, Martin's professionals are uniquely positioned to provide thoughtful guidance, timely execution, and exceptional service throughout every stage of the assignment.

Experience & Excellence



Van W. Martin SIOR, CCIM, CRE | President & CEO | 48 Years
Van W. Martin, SIOR, CCIM, CRE, has been at the helm of Martin Commercial Properties for over four decades, and with his commitment to excellence, the 64-year-old firm has grown to become one of Michigan's premier independent commercial real estate services provider.



Eric F. Rosekrans CCIM, CPM | Executive VP | 46 Years
As a 46-year veteran with Martin Commercial Properties, Eric has established himself as the leading office property specialist and commercial real estate advisor in Mid-Michigan. He has consistently been recognized as a top producer with a portfolio in excess of 5 million SF.



Chris Miller, SIOR | Senior VP, Industrial & Investment Advisor | 22 Years
Chris is recognized as an expert in the field of industrial and investment real estate, having extensive expertise in the leasing and selling of industrial properties, land sales, build-to-suit projects, investment property sales and landlord and tenant representation throughout Michigan.



Thomas Jamieson, SIOR | Senior VP, Office Advisor | 20 Years
Tom specializes in office space leasing and sales, site selection, consulting, and landlord and tenant representation services. Tom provides leadership and oversight of the office team coordinating goals and objectives.



Jill Langosch
Senior Client Service Coordinator & VP of Research
40 Years



Beverly Rowell
Senior Client Services Coordinator & Project Manager
29 Years



Jayme Taylor
Marketing Director
28 Years

Portfolio Sampling



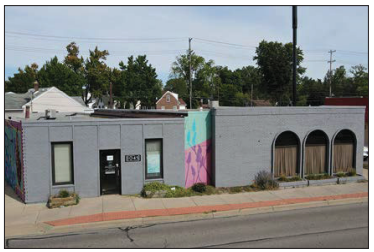
500 E. Michigan Ave.
Martin Represented: Seller



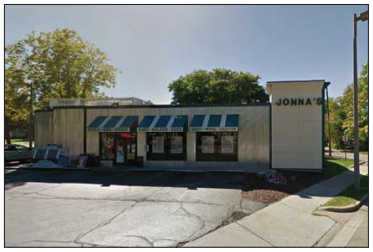
550 E. Michigan Ave.
Martin Represented: Buyer



1301-1307 Grand River
Martin Represented: Seller



1045-1047 Grand River
Martin Represented: Seller



210 Michigan Ave.
Martin Represented: Seller



603-613 E. Michigan Ave.
Martin Represented: Seller



Coolidge Park - 3777 West Rd. & 3737 Coolidge Rd.
Martin Represented: Seller



Independent. Strategic. Trusted.

At Martin, you work directly with senior brokerage professionals...no hand-offs, no silos. Our team brings authority, insight, and agility to every project, ensuring you receive superior guidance with clear communication throughout. This hands-on model fosters collaboration, accelerates timelines, and consistently delivers higher value and better outcomes for our clients.

Martin offers a full spectrum of tenant representation and advisory services, built to align your real estate strategy with your business goals.



Market Optimization

Data driven positioning and pricing strategies tailored to current market conditions, competitive assets, and ownership objectives.



Targeted Marketing & Buyer Outreach

Execute strategic marketing campaign and direct outreach to qualified investors, occupiers, and developers, leveraging longstanding relationships and market expertise.



Transaction Management & Negotiation

Senior brokers lead every phase of the transaction, providing proactive communication, skilled negotiation, and disciplined execution.



Portfolio & Asset Disposition Planning

Align disposition strategies with broader business and portfolio goals.



Financial & Strategic Advisory Services

Comprehensive advisory support including valuation analysis, market intelligence, and investment guidance.

References

We encourage you to confirm our capabilities and experience as a real estate service provider with the references below. They are a true testament to our ability to provide the highest quality real estate services.

Jake Block
VP, PROPERTY CLAIMS & REAL ESTATE

6200 Anacapri Blvd.,
Lansing, MI 48917

(517) 323-1201

Auto-Owners Insurance Company

Bob Trezise
PRESIDENT & CEO

1000 S. Washington Suite 201,
Lansing, MI 48910

(517) 702-3387

LEAP

Dale Inman
MANAGING PARTNER

2190 Oakwood Blvd.,
Troy, MI 48085

(248) 388-7780

Wolf River Development Company

Mark Grua
ATTORNEY

2401 E. Grand River Ave,
Lansing, MI 48912

(517) 487-8300

Grua, Freeman, Tupper & Young, PLC

Tim Daman
PRESIDENT & CEO

500 E. Michigan Ave, Suite 200,
East Lansing, MI 48823

(517) 930-2660

Lansing Regional Chamber
of Commerce

Dennis Rogoszewski
EXECUTIVE CONSULTANT

1520 Earl Ave.,
East Lansing, MI 48823

(517) 816-1664

SET-SEG

3. Context & Approach for Desired Outcomes

01
Project Initiation

ON-GOING

- Define Objectives of Strategic Plan
- Define Benchmarks to be Established
- Review Company Business Plan
- Understand Industry Business Model
- Determine Key Industry Benchmarks
- Identify Key Business Criteria for Company
- Perform Trend Analysis
- Identify Areas for Change

02
Transaction Initiation

1-2 MONTHS

- Confirm Surplus Assignment
- Finalize Team Members
  - Select Local Broker
  - Determine Need for Architect
  - Specialty Vendors

03
Market Evaluation

1 MONTH

- Inspect Premises
- Identify Competitive Properties
- Prepare Property & Market Information
- Establish Opinion of Value
- Calculate Total Cost Exposure

04
Marketing Plan Execution

VARIES

- Approach Landlord for Buyout Proposal
- Prepare Brochure
- Utilize Web Tools
- Cold Calls
- Broker Mailings
- E-Mail "Blasts"
- Broker Open House
- Specialize Marketing Programs
- Property Sharings
- Select Offers

05
Negotiation

2 MONTHS

- Review & Analyze Offers
- Assess Economic Impact of Offers
- Recommend Strategy
- Negotiate Business Terms
- Provide Project Management Services
- Contract Documents

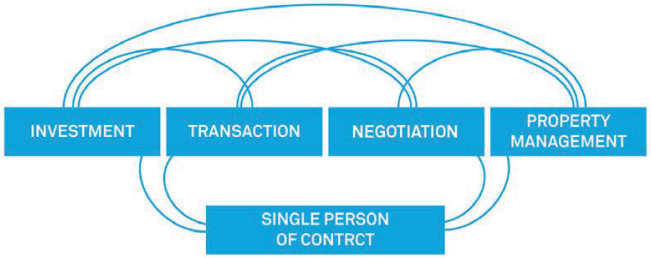
06
Post-Project Close Out

1 MONTH

- Value Add Scorecard
- Customer Satisfaction Survey
- Forward Completed Sale File

National vs. Local

National firms often rely on a bottom-up strategy. Meaning the person you connect directly with, often isn't equipped to give you the clarity you need to act.

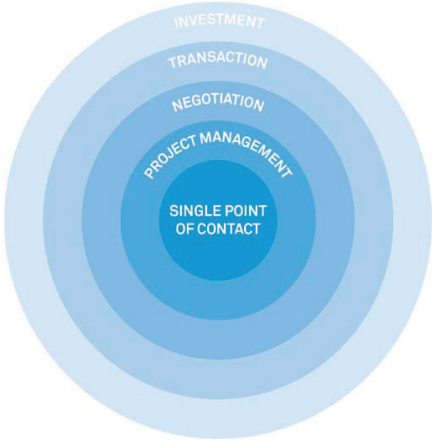


The Martin Model

We are in the cockpit with you. Building a strong foundation and an even stronger community.

By keeping everyone in the loop, we're able to ensure an unmatched level of service. That means greater efficiency, and recaptured revenue.

This is what agility looks like:



Marketing Strategy

Martin Commercial Properties will implement a strategic, highly targeted marketing approach designed to maximize exposure, generate competitive interest, and identify the most qualified development partner for the Evergreen Avenue redevelopment opportunity. Leveraging our deep understanding of the East Lansing market, extensive regional and national relationships, and proven brokerage platform, our team will position the property to attract experienced developers aligned with the DDA's long-term vision for Downtown East Lansing. Our marketing process combines comprehensive property positioning, direct outreach, data-driven targeting, and proactive engagement to ensure broad visibility while maintaining a focus on quality, capability, and project fit.

STEP 01 Design Comprehensive Property Brochure



STEP 02 Identify Target Audience

Your Martin team will leverage our proprietary database of qualified users and industrial brokers to identify and target the best prospects for your property. We track local activity in real time.

Our intimate market knowledge and broad connections give us a jump start that is crucial when deal making.

Martin's team will identify the most qualified occupiers by leveraging our proprietary database of local, regional and national contacts. Furthermore, we will reach out to fellow SIORs, CCIMs and CREs across the country to insure broad exposure of the offering.



STEP 03 Deploy Marketing

Property Info & Brochure | Property details are assembled along with high-quality graphics to produce a comprehensive property flyer for distribution to potential users and brokers.

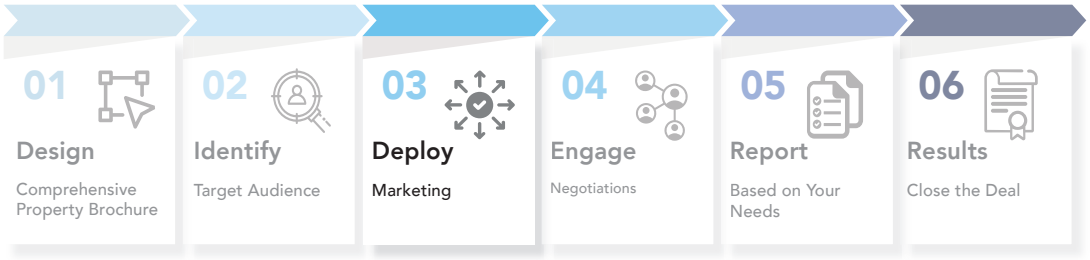
Video & Photos | Photos and videos, including drone footage, present your asset in the best light to prospects.

Online Listings | In addition to exposure on martincommercial.com, your property will be marketed on some of the most popular listing sites such as: **CPIX, CREXI, Commercial Café, Brevitas**

Personal Contact | Once a target list of prospects is developed we personally call, email and follow-up encouraging them to review the property. We have seen great success making personalized contacts throughout the Midwest and beyond.

Target Groups | Martin continually updates its proprietary database of users. To compliment our platform, we utilize the Certified Commercial Investment Member's (CCIM) Site to Do Business and the Society of Industrial & Office Realtors (SIOR) to Do Business which allows us to reach users throughout the country who may have an interest.

E-Blast Campaigns | Information on the property brochure will be emailed to a robust list of users and brokers. Our web-based email software, CampaignBreeze, offers user-friendly tracking and reporting.



STEP 04 Negotiations

On your behalf, Martin will coordinate all property tours, facilitate negotiations and assist in preparation of the sale agreements.

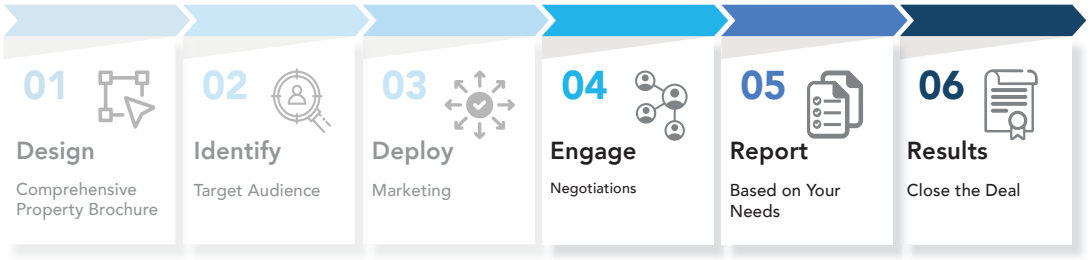
STEP 05 Reporting on Activity

We will provide you with written marketing status reports. Such reports shall contain the names of valid and vetted prospects and all marketing activity.



STEP 06 Close the Deal

The Martin team has closed thousands of transactions over the last 60 years. We understand the importance of working through the process quickly to get a deal over the finish line.



Property Information

The properties located at 314, 328, 334, 340, and 344 Evergreen collectively represent a rare redevelopment opportunity totaling just over one acre in the heart of Downtown East Lansing. Currently comprised of surface parking and existing residential structures, the site's configuration is influenced by the curvature of Evergreen Avenue, creating a non-traditional parcel shape that presents both design opportunities and development considerations.

Based on our preliminary assessment of market conditions and the surrounding environment, the site is well-positioned for a thoughtfully planned mixed-use or residential development. Additional concepts, including hospitality, office, or other complementary uses, could also warrant consideration depending on the DDA's long-term vision and strategic priorities for the district.

Opportunities of this scale and location are increasingly uncommon within walkable, urban college communities. Given the site's proximity to Michigan State University, Downtown East Lansing amenities, and existing residential density, we anticipate strong interest from experienced regional and national development groups seeking to invest in a highly visible infill location.

Due to the prominence and complexity of the site, we believe the selection process should prioritize development teams with demonstrated experience executing urban, mixed-use, and public-private partnership projects. Establishing a clear framework for due diligence materials, including surveys, zoning and entitlement information, utility data, and development expectations, will help streamline the process and position the property competitively in the marketplace.

Property Information (continued)

The Key Considerations

- Highly desirable infill redevelopment opportunity within a dense, walkable college-market environment
- Strong potential interest from established multifamily, mixed-use, hospitality, and institutional developers
- Best suited for experienced development teams with proven urban redevelopment capabilities
- Opportunity for the DDA to shape a catalytic project aligned with long-term downtown objectives

Site Strengths

- Prime Downtown East Lansing location near Michigan State University and Grand River Avenue amenities
- Walkable urban setting with strong demographics, consistent activity, and established demand drivers
- Public ownership creates flexibility to coordinate entitlement efforts and accelerate redevelopment readiness
- Site scale is attractive to both regional developers and select national groups seeking strategic college-market opportunities

Potential Challenges

- Irregular parcel geometry may require creative site planning and building design solutions
- Limited frontage and positioning off the primary Grand River corridor could impact visibility for certain uses
- Nearby residents and stakeholders may express concerns regarding density, scale, traffic, or construction impacts
- Competition from existing and recently completed developments in the downtown market may influence developer interest or project positioning

Key Risks & Market Factors

- Development feasibility may be impacted by current financing conditions, construction costs, and interest rate volatility
- Previous redevelopment or disposition efforts could create market perception challenges if not repositioned strategically
- Potential subdivision, entitlement coordination, and municipal approvals may extend project timelines
- The site's unique shape and urban context may limit certain development configurations or increase design complexity

4. Compensation

Martin Commercial Properties recognizes that the City of East Lansing DDA must balance financial considerations with broader community, economic development, and long-term placemaking objectives. Our approach to compensation reflects not only the level of trust placed in our team, but also our commitment to helping the DDA identify a development partner capable of delivering a transformative project that aligns with the vision and continued momentum of Downtown East Lansing.

We understand that the highest purchase price does not always equate to the strongest long-term outcome for the community. The ultimate success of this opportunity will be measured by the quality of the development, the strength and experience of the selected development team, and the project's ability to create lasting value for Downtown East Lansing. As a result, our strategy is designed to support the DDA's flexibility in evaluating proposals based on overall project merit, community impact, and long-term viability—not solely purchase price.

Compensation (continued)

Martin Commercial Properties proposes a success-based compensation structure, with compensation earned only upon the successful completion of a transaction. This approach aligns our interests directly with those of the DDA and reflects our willingness to invest significant time, resources, marketing efforts, and professional expertise into positioning the property for a successful outcome.

We propose a commission structure of 6% of the final transaction value for any sale above $1,700,000. For transactions below $1,700,000, Martin Commercial Properties proposes a minimum commission of $100,000. This structure is intended to support a comprehensive and highly targeted marketing process while maintaining focus on attracting experienced, qualified developers capable of executing a meaningful, high-quality project that advances the DDA's long-term vision for Downtown East Lansing.

Martin Commercial Properties is open to further discussion with the DDA regarding compensation structure and is committed to developing an approach that best aligns with the City's objectives and the unique nature of this redevelopment opportunity.

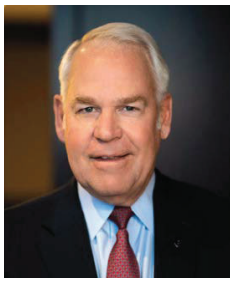
5. Time of Performance

Given the complexity, visibility, and long-term significance of this redevelopment opportunity, Martin Commercial Properties proposes an exclusive appointment term of 18 months to market the property and assist the DDA in securing a qualified development partner. While we anticipate strong market interest in the site, the process of identifying the right developer, evaluating proposals, navigating stakeholder input, and negotiating a successful transaction will require a thoughtful and strategic approach.

Projects of this nature involve extensive coordination, community engagement, and due diligence to ensure alignment with the DDA's goals and the broader vision for Downtown East Lansing. Successfully advancing a catalytic redevelopment opportunity requires not only effective marketing, but also sustained collaboration, responsiveness, and experienced guidance throughout the process.

The proposed18-month term will provide sufficient time to comprehensively position the opportunity in the marketplace, engage qualified local, regional, and national developers, and support the DDA through the evaluation and selection process. This timeframe will also allow for meaningful stakeholder engagement and help create the conditions necessary to advance a high-quality development project that contributes positively to the continued growth and momentum of Downtown East Lansing.

6. Appendix



Van W. Martin
SIOR, CCIM, CRE

President and Chief Executive Officer

Office: 517 351-2200
Direct: 517 319-9245
Fax: 517 351-2999

van.martin@
martincommercial.com

Professional Experience

Van W. Martin, SIOR, CCIM, CRE, has been at the helm of Martin Commercial Properties for over four decades, and with his commitment to excellence, the 64-year-old firm has grown to become one of Michigan's premier independent commercial real estate services provider. Through Van's strategic leadership, Martin's team continues to perform at the highest levels across the five core business lines of brokerage, property management, construction services, corporate services, and investment services.

Nearly 40 years ago, Van founded Martin Property Development providing construction management, project management, and development services for office, retail, and industrial properties. In addition, he co-founded and is managing partner of Riverstone Capital Partners, a private equity real estate fund. Van's forward-thinking leadership continues to fuel Martin's growth, including the company's 2024 expansion into the southern United States with the opening of its Tampa, Florida office—marking a new chapter in the firm's regional and national reach.

Van's dedication to his craft has garnered attention. He leads the industry as only one of 33 professionals worldwide to have achieved 3 coveted designations: The Society of Industrial and Office Realtors® (SIOR), Counselors of Real Estate (CRE), and Certified Commercial Investment Member (CCIM). These designations demonstrate his status as a trusted professional who is recognized among the most knowledgeable, experienced, and ethical brokerage practitioners. Van's expertise and vast network of professionals allow him to leverage knowledge, resources, and influence to generate results for his clients.

Community remains at the core of Van's why, and he has served on the Board of Directors for the Commercial Board of Realtors® (CBOR), The Commercial Alliance of Realtors® (CAR), and the Michigan Association of Realtors® (MiCAR) along with holding various leadership roles within each organization. In addition, he has served on the boards of Lansing Economic Area Partnership (LEAP), Lansing Regional Chamber of Commerce (LRCC), Sparrow Foundation, and Wharton Center for Performing Arts, amongst numerous other community organizations.

Affiliations & Accreditations

- SIOR: Society of Industrial & Office Realtors®
- CRE: Counselors of Real Estate®
- CCIM: Certified Commercial Investment Member
- GRI: Graduate, Realtors® Institute
- IREM: Institute of Real Estate Management®
- IFMA: International Facility Management Association
- NAR: National Association of Realtors®
- MAR: Michigan Association of Realtors®
- CBOR: Commercial Board of Realtors®
- CAR: Commercial Alliance of Realtors®
- CPIX: Commercial Properties Information Exchange
- NAIOP: Commercial Real Estate Development Association
- CoreNet: The Global Association for Corporate Real Estate

Van W. Martin
SIOR, CCIM, CRE

President and Chief Executive Officer

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van.martin@
martincommercial.com

Clients

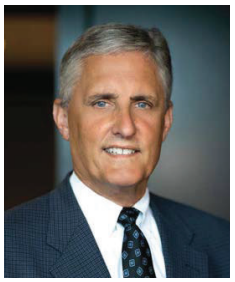
- Auto-Owners Insurance
- Jackson
- Accident Fund Insurance
- UM Health-Sparrow
- AP Capital
- Ashley Capital
- Farm Bureau Insurance
- Meijer
- Dow
- Michigan State University
- Lansing Community College
- Granger Group
- Cooley Law School
- RJ Schinner Co., Inc.
- State of Michigan
- Eyde Company
- NY Life
- One Michigan Avenue
- Municipal Employees' Retirement System of Michigan
- Boji Gr • Boji Group
- Michigan Health & Hospital Association
- Delta Dental
- Wickens Group
- Baryames Cleaners• Baryames Cleaners
- CalPERS
- Atlantic Casualty Insurance Company
- Concord General Mutual Insurance Company
- City of Lansing
- Michigan Manufacturers Association

Accolades & Community Involvement

- Top-200 Sales Professionals, Commercial Board of Realtors (2001, 2003, 2007)
- Realtor of the Year, Commercial Board of Realtors (2003)
- East Lansing High School Outstanding Alumni Award (2010)
- Midwest Real Estate Hall of Fame Inductee (2012)
- Wharton Center for Performing Arts - Past Chair
- Sparrow Foundation - Past Chair
- LEAP: Lansing Economic Area Partnership - Board of Directors
- Lansing Regional Chamber of Commerce - Board of Directors

Education

- University of North Carolina, Chapel Hill Kenan-Flager School of Business - Bachelor of Science/Bachelor of Arts of Business - Bachelor c
- East Lansing High School



Eric Rosekrans
CCIM, CPM

Senior Vice President,
Office Advisor

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Fax: 517 351-2201

eric.rosekrans@
martincommercial.com

Professional Experience

As a 46-year veteran with Martin Commercial Properties, Eric Rosekrans has established himself as the leading office property specialist and commercial real estate advisor in Mid-Michigan. He has consistently been recognized as a top producer with a portfolio of office property in excess of 5 million SF.

Throughout his tenure, Eric has cultivated long standing company relationships with most major office users in the Greater Lansing Area, including such entities as Jackson National Life Insurance Company, Auto-Owners Insurance Company, and several major law firms, associations and lobbying groups.

As his role has expanded in scope to include corporate and institutional work for his clients, Eric has functioned as the single-point-of–contact to coordinate multi-million dollar transactions in office markets throughout the country.

During his career, Eric has personally negotiated over $900 million in lease and sale transactions.

Clients & Transactions

- Jackson National Life Insurance
- Michigan Public Health Institute
- Michigan Corrections Organization
- Michigan Beer & W
- Michigan Millers
- The City Rescue Mission of Lansing
- Coverys
- Michigan Non-Profit Association
- Deloitte LLP
- Dickinson Wright Law Firm
- Michigan Manufacturers Association
- Boji Gr
- Public Sector Consultants
- MSUFCU
- First National Bank of America
- Boji Group
- First National Bank of America
- Michigan Beer & Wine Wholesalers Association
- State of Michigan
- Matrix Consulting Engineers
- SET-SEG
- Public Sector Consultants
- City of Grand Ledge
- City of St. Johns
- Lansing School District
- Mt. Clemens School District
- McLaren of Greater Lansing
- First National Bank of Michigan
- First National Bank of Michigan
- Michigan County Road Commission Self Insurance Pool
- Miller Canfield Law Firm
- Butzel Long Law Fir
- Butzel Long Law Firm
- C2AE Engineers

Eric Rosekrans
CCIM, CPM

Senior Vice President,
Office Advisor

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Affiliations & Accreditations

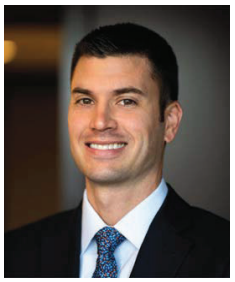
- CBRE 2010 T
- CBRE 2010 Top Affiliate Office Performer
- CPM: Certified Property Manager
- CCIM: Certified Commercial Investment Member
- IFMA: International Facilities Management Association
- ICSC: International Council of Shopping Centers
- MAR: Michigan Association of REALTORS®
- RNMI: REALTORS® National Marketing Institute
- BOMA: Building Owners & Managers Association • BOMA: Building O
- IREM: Institute of Real Estate Management

Accolades & Community Involvement

- East Lansing Downtown Development Authority, Commission Member
- East Lansing Downtown Development Authority, Business & Market Development Member
- Capital Area Humane Society Board
- MSU Bullpen Club, Pr
- MSU Bullpen Club, President
- Kiwanis Club of East Lansing, Member
- Kiwanis Club of East Lansing, Past President
- East Lansing Kiwanis Foundation, President
- East Lansing Educational Foundation
- East Lansing High School Baseball Coach (1998-2010) • East Lansing H
- Kiwanis Club, Boar
- Kiwanis Club, Board of Directors
- East Lansing/Meridian Water Sewer Authority, Past Board Member
- Child & Family Services, Past President
- Ele's Place, Inaugural Board Member
- United Way, Campaign Volunteer
- 2023 MSU Distinguished Alumni - Baseball • 2023 MSU Distinguished A
- 2023 MSU Varsity S Club Hank Bullough Award winner for service to MSU Baseballservice to MSU Baseball

Education

- Michigan State University, Bachelor of Arts
- IREM 300 - Managing the Management Office
- IREM 400 - Analyzing the Real Estate Investment
- IREM 500 - The Long Range Management Plan
- IREM 700 - Managing the Management Office
- CI 101 - Financial Analysis for Commercial Investment Real Estate
- CI 102 - Market Analysis for Commercial Investment Real Estate
- Bachelor of Arts
- CI 103 - User Decision Analysis for Commercial Investment Real Estate
- CI 104 - Investment Analysis for Commercial Investment Real Estate
- CI 408 - Comprehensive Review
- BOMA - Office Space Marketing and Leasing • BOMA - Office Space M
- SIOR - Office Marketing Specialists Course
- ICSC - 1988-1992 – Seminar



Christopher Miller SIOR

Senior Vice President, Industrial / Investment Advisor

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Fax: 517 351-2999

christopher.miller@
martincommercial.com

Professional Experience

Chris Miller is a leading specialist in industrial and investment real estate, with more than 22 years of experience in the leasing and sale of industrial properties, land, build-to-suit developments, and investment assets throughout Michigan. Prior to joining Martin Commercial Properties, he worked with a national real estate investment brokerage firm, further expanding his expertise in complex investment transactions and client representation.

Since joining Martin Commercial Properties in 2012, Chris has become one of Mid-Michigan's most active industrial brokers, successfully negotiating sale and lease transactions totaling more than 12 million square feet. A consistent top producer, he has played a key role in many of the region's most significant industrial real estate transactions. Known for his analytical approach and creative problem-solving, Chris provides clients with strategic market insight and practical solutions to support their real estate objectives.

Chris is one of only three professionals in Mid-Michigan to hold the SIOR (Society of Industrial and Office Realtors) designation. SIOR represents an elite global network of approximately 3,300 of the most accomplished and experienced commercial real estate brokerage professionals.

Significant Transactions

LEASES

- Amazon (231,000 SF)
- XG Sciences (64,500 SF)
- Ryder Integrated Logistics (170,369 SF)
- Palmer Donavin (60,000 SF)
- Kuehne + Nagel (135,000 SF)
- Triton Industries (54,154 SF)
- State of Michigan DTMB (135,000 SF)
- TFT Global USA (50,000 SF)
- Munters Corporation (112,400 SF)
- TopDuck Products (43,496 SF)

SALES

- East Packard Highway (656,390 SF)
- South Lowell Road (141,700 SF)
- West Grand River (275,000 SF)
- Cedar Street (115,754 SF)
- East State Street (216,150 SF)
- Ena Drive (73,700 SF)
- State of Michigan DTMB (135,000 SF)
- East Kearsley Avenue (169,370 SF)
- Remy Drive (64,722 SF)
- South Canal Road (160,000 SF)
- Legion Drive (64,500 SF)

Christopher Miller
SIOR

Senior Vice President, Industrial / Investment Advisor

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Affiliations & Accreditations

- SIOR: Society of Industrial and Office Realtors®
- NAR: National Association of Realtors®
- MAR: Michigan Association of Realtors®
- CBOR: Commercial Board of Realtors
- CPIX: Commercial Properties Information Exchange
- MiCAR: Michigan Commercial Alliance of Realtors®

Education

- Michigan State University, Bachelor of Arts; Economics , Bachelor of Arts; Economics



Thomas Jamieson SIOR

Senior Vice President, Officer Advisor

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Direct: 517 319-9235
Fax: 517 351-2201

thomas.jamieson@
martincommercial.com

Professional Experience

As Senior Vice President and office advisor, Tom Jamieson specializes in office space leasing and sales, site selection, consulting, and landlord and tenant representation services. In addition, Tom provides leadership and oversight of the office team coordinating goals and objectives, as well as pursuits for the team to ensure a successful plan is achieved.

Tom came to Martin Commercial Properties in 2006 following a successful sales and management career with Alltel Communications. Tom's embodiment of the company's commitment to put the client's needs first, and his relentless pursuit of their goals, have been the cornerstone of his achievements.

In 2023, Tom ascended to an exclusive echelon within commercial real estate. His prestigious accomplishment includes the attainment of the Society of Industrial and Office Realtors® (SIOR) designation, a testament to his expertise and success in the field. SIOR, boasting a global presence across 45 countries and 722 cities with 3,700 distinguished members, is the vanguard of commercial real estate professionals. Its members are universally acclaimed as the utmost authorities in their trade, consistently pioneering industry trends and embracing emerging technologies to shape the future of commercial real estate.

Clients

- State of Michigan
- Michigan Public Health Institute
- CL University Place, LLC
- Wayfair, LLC
- Earthcom, Inc.
- Woodlake, LLC – Office Park West
- LAFCU
- Lansing School District
- McLaren of Greater Lansing
- Aetna
- ASK
- Roberts Sinto Corporation
- YMCA
- Micro Investment Company
- Sparrow Health System
- Iron Point Titan Asset Management, LLC
- The Christman Company
- Dickinson Wright Law Firm
- Mid-Michigan Ear, Nose & Throat
- PM Environmental
- MSU Sports Medicine
- Energy Developments Inc.
- Public Sector Consultants
- Small Business Association of Michigan• Small Business Association of Micl
- City of Lansing
- Michigan Primary Care Association (MPCA)
- Michigan State Employees Association (MSEA)
- Michigan Certified Development Corporation (MCDC)
  System of Michigan

Thomas Jamieson
SIOR

Senior Vice President, Officer Advisor

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Fax: 517 351-2201

thomas.jamieson@
martincommercial.com

- Bank of America
- Bank of America
- Ber
- Bergmann Associates
- Boji Gr
- Boji Group
- Comerica Bank
- Comerica Bank
- Eyde Company
- Fifth Third Bank
- d Bank
- Jackson National Life Insurance
- Lansing School District
- MSU College of Law
- Otterbase
- Rabo AgriFinance
- State Farm Insurance
- The ASU Group

Affiliations & Accreditations

- SIOR: Society of Industrial & Office Realtors®
- NAR: National Association of Realtors®
- MAR: Michigan Association of REALTORS®
- CBOR: Commercial Board of REALTORS®
- MiCAR: Michigan Commercial Alliance of REALTORS®
- CPIX: Commercial Properties Information Exchange

Accolades & Community Involvement

- River's Edge Community Church, Board Member/ Leadership Team
- Lansing Christian, Boar
- Lansing Christian, Board of Directors
- Lansing Christian Boys Basketball, Coach
- Lansing Christian Boys Basketball, Coach
- Junior Achievement Golf Committee, Member
- Capital Area Soccer League, Coach
- Upward Basketball, Coach
- d Basketball, Coach
- Basketball, Coach
- Lansing Christian (BYSOB), Coach
- Basketball, Coach

Education

- Michigan State University, Bachelor of Science
- , Bachelor of Science
- CB 101 – CBRE Leadership T
- CB 101 – CBRE Leadership Training
- CCIM – CI 101 - Financial Analysis for Commercial Investment Real Estate
- CCIM – CI 102 - Market Analysis for Commercial Investment Real Estate
- CCIM – CI 103 - User Decision Analysis for Commercial Investment Real Estate
- CCIM – CI 104 - Investment Analysis for Commercial Investment Real Estate
- SIOR – Ethics and Professional Standards

Martin Commercial Properties

East Lansing

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517 351-2200

Grand Rapids

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Grand Rapids, MI 49546
616 831-2200

Tampa

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Tampa, FL 33607
813 499-0302



EVERGREEN AVENUE PROPERTIES RFQP BROKER

Marketing and Sale of East Lansing Evergreen Ave. Properties

East Lansing Downtown Development Authority

MAY 21, 2026

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May 21, 2026

Lori Mullins, Executive Director
East Lansing Downtown Development Authority
410 Abbot Road
East Lansing, MI 48823
(517) 319-6887
lmullins@cityofeastlansing.com

CBRE, Inc.
2000 Town Center, Suite 2200,
Southfield, Michigan 48075
anne.rahm@cbre.com

Re: Marketing and Sale of Evergreen Avenue Properties

Dear Ms. Mullins,

On behalf of CBRE, Inc. (CBRE), we are pleased to submit our proposal in response to the City of East Lansing Downtown Development Authority's (DDA) 2026 Request for Qualifications and Proposals (RFQP) for marketing and sales services. We understand the DDA is seeking a qualified partner to market and facilitate the sale and/or redevelopment of approximately 1.08 acres of DDA-owned properties located at 314, 328, 334, 340, and 344 Evergreen Avenue in downtown East Lansing.

These strategically located parcels represent a unique opportunity to catalyze transformative development within the downtown core. We recognize the DDA's interest in considering both traditional sale structures and redevelopment proposals that may incorporate publicly owned, financed, and operated parking as part of a broader development vision. CBRE is enthusiastic about the opportunity to partner with the DDA to position these properties to maximize value, attract high-quality development teams, and achieve the DDA's long-term economic development objectives.

CBRE offers a number of advantages and benefits for this project:

- Expertise - Our team brings together specialists in public sector advisory, development strategy, capital markets, financial analysis, and valuation, alongside product-type experts across multifamily, mixed-use, retail, office, and hospitality. This integrated approach ensures the DDA receives comprehensive guidance on both disposition strategy and redevelopment positioning, aligned with market realities and community goals.
- Credibility - Trusted by dozens of cities, 100+ government clients and 90 of the Fortune 100, CBRE provides the DDA with objective analysis, proven expertise, capabilities, and resources to provide up to the minute data-backed analysis designed for public scrutiny and expertly tailored for your specific project needs.
- Connectivity - Successful outcomes depend on access to the right buyers, developers, and capital sources. CBRE's extensive regional presence and global platform provide unmatched market intelligence and direct connectivity to active investors and development partners, ensuring broad exposure and competitive engagement for the Evergreen Avenue properties.
- Track record - We bring a proven methodology and successful outcomes on similar projects, delivering revenue generation projects such as mixed-use developments that include multi-family and student housing, retail, and amenities such as community centers, green space, parks, and parking via ground lease. Our team is currently advising on 10+ such projects in the Midwest alone, with clients including the City of Ann Arbor, MI, City of Norton Shores, MI, City of Dearborn, MI, City of Strongsville, OH, Chicago State University, IL, Champaign-Urbana Mass Transit District, IL, and more.

If selected, the DDA will have our full commitment to delivering a thoughtful, transparent, and strategic process grounded in our RISE values: Respect, Integrity, Service, and Excellence. Please do not hesitate to contact us with any questions or requests for additional information. We appreciate the opportunity to support the City of East Lansing DDA in advancing this important initiative.

Sincerely,

Anne Rahm
Midwest Regional Manager
CBRE Public Institutions & Education Solutions

Paul Van Devender
Managing Director
CBRE Southfield, MI

Details on Proposing Firm



Identify your firm, year of establishment, and key team members for this project. Please include relevant contact information.

About CBRE

LEGAL COMPANY NAME:	CBRE, INC.
ADDRESS:	2000 TOWN CENTER, SUITE 2200, SOUTHFIELD, MICHIGAN 48075
WEB SITE:	WWW.CBRE.US
PHONE NUMBER:	+1 214 979 6100
OWNERSHIP (PUBLIC OR PRIVATELY HELD):	PUBLIC
PARENT COMPANY:	CBRE GROUP, INC. (TRADED ON THE NYSE: CBRE)
STATE OF INCORPORATION:	DELAWARE
FOUNDED	1906, SAN FRANCISCO, CA,
# OF YEARS IN BUSINESS:	120
NUMBER OF LOCATIONS:	600+
NUMBER OF EMPLOYEES:	155,000+

Contact Person(s)



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Paul Van Devender
Senior Managing Director
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Key Personnel

Combining local, regional, and national experts in all facets of commercial real estate, the CBRE team provides a one-stop shop for world-class advice and analysis.

EXECUTIVE OVERSIGHT



Paul Van Devender
Managing Director
CBRE Southfield, MI

PUBLIC SECTOR SPECIALIST



Anne Rahm - Team Lead
Midwest Regional Manager
Public Institutions & Education Solutions

LOCAL MARKET EXPERT



Jack Johns
First Vice President
Advisory & Transaction Services
CBRE Southfield

LOCAL MARKET EXPERT



Hank Carpenter
Senior Associate
Advisory & Transaction Services
CBRE Southfield

LOCAL MARKET EXPERT



Maria Pas
Associate
Advisory & Transaction Services
CBRE Southfield

RESEARCH



Adam Stapleton
Research Analyst
CBRE Southfield

PROJECT MANAGEMENT



Zach Kiefer
Associate Director
Turner & Townsend

FINANCIAL CONSULTING



Ross Huber, CFA
Director
CBRE Financial Consulting Group

ADDITIONAL RESOURCES

- VALUATION & ADVISORY
- LOCATION INTELLIGENCE
- WORKPLACE STRATEGY
- AMERICAS CONSULTING
- CAPITAL MARKETS
- PROPERTY MANAGEMENT



Anne Rahm

Midwest Regional Manager
CBRE Public Institutions & Education Solutions

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Clients Represented

- State of Michigan
- Champaign-Urbana Mass Transit District
- City of Ann Arbor, MI
- Chicago State University, IL
- Wayne State University, MI
- Central Ohio Transit Authority
- State of Ohio
- State of Minnesota
- State of Michigan
- State of Iowa
- Cuyahoga County, OH
- Wayne County, MI
- Johnson County, KS
- St. Louis Port Authority, MO
- Ramsey County, MN
- University of Iowa, IA
- Mott Community College, MI
- Parkway School District, MO
- Urbana University, OH
- Baldwin Wallace, OH
- Winona State University, MN
- State of Ohio Retirement System, OH
- City of Gary, IN
- Johnson County Airport, KS
- City of Norton Shores, MI
- City of Dearborn, MI
- Dallas County, TX

Experience

Anne P. Rahm is the Midwest Regional Manager of CBRE's Public Institutions and Education Group, a national team of commercial real estate professionals working extensively with public agencies and education institutions. Ms. Rahm is experienced in advising clients on complex, high profile transactions. Her range of services include public private partnerships, development consulting, strategic portfolio planning and optimization, market and financial analysis, highest and best use analysis, leases, acquisitions and dispositions, and RFP development and oversight.

With extensive experience in real estate Capital Markets and corporate banking, Ms. Rahm offers her clients highly advanced execution strategies including customized real estate monetization strategies.

Client	Type	SF	Location
City of Ann Arbor	Dispositions	2 acres	Michigan
State of Michigan	Space Utilization/Strategic Plan	6 million	Michigan
State of Iowa	Master Service Contract	n/a	Iowa
State of Minnesota	Space Utilization/Strategic Plan	3.8 million	Minnesota
Cuyahoga County	Development Advisory Services	1.9 million	Ohio
University of Iowa Health	Development Advisory Services	200,000	Iowa
Trinity Christian College	Campus Disposition	465,966	Illinois
Winona State University	Disposition	217,000	Minnesota
TRS of Kentucky	Master Service Contract	n/a	Kentucky
St. Luke's Health	Development Advisory Services	835,000	Missouri
STRS Ohio	Space Utilization/Strategic Plan	360,000	Ohio
Ramsey County	Master Service Contract	n/a	Minnesota
Minnesota State	Space Utilization/Lease RFP	95,000	Minnesota
Johnson County	Library Disposition	18,000	Kansas
City of Bellevue	Master Brokerage Services	n/a	Nebraska
Gary Housing Authority	Master Brokerage Services	n/a	Indiana
Central Ohio Transit Authority	Master Brokerage Services	n/a	Ohio
Sedgwick County	Master Brokerage Services	n/a	Kansas
Butler County	Space Optimization	550,000	Ohio
Milwaukee County	Space Utilization	450,000	Wisconsin
Urbana University	Campus Disposition	350,000	Ohio
Wayne County	Master Brokerage Services	n/a	Michigan
State of Ohio	Space Utilization/ Strategic Plan	4.5 million	Ohio
City of Dearborn	Master Brokerage Services	n/a	Michigan
City of Norton Shores	Asset Disposition	9 Lots	Michigan
Mott Community College	Asset Disposition	35,000	Michigan
Johnson County Airport Comm.	Asset Disposition	469,148	Kansas
Dallas County Administration	Credit Tenant Lease Financing	40,000	Texas

Professional Affiliations and Education

- Licensed Real Estate Salesperson in the state of Michigan
- Miami University, B.A Diplomacy & Foreign Affairs/Political Science & Economics
- American University, London, U.K. – Economics and Government
- London Chamber of Commerce – Middle East & African Affairs
- American Institute of Banking, Washington D.C.



Jack Johns
First Vice President, Southfield, MI
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Clients Represented

- **Subtext**
- **Eyde Company**
- **Ferguson Development**
- **The Hayman Company**
- **Hughes Properties**
- **Landmark Properties**
- **Lutz Properties**
- **Mckinley**
- **MJW Investments**
- **Monarch Investment**
- **Opus Group**
- **ROCO Real Estate**
- **The Romney Group**
- **Strathmore Development**
- **Wilmorite**
- **W.P.Carey**

Experience

As a member of the CBRE team, Jack specializes in all aspects of Multi-family real estate. His previous experiences enable him to provide added value and expertise to his clients through the various stage involved with real estate transactions.

Prior to joining our Southfield/Lansing Team, Jack served as the Managing Director of the Lansing office for Signature Associates. He focused on all aspects of commercial real estate in the Lansing market, as well as built last relationships with the most active developers in that market.

Additionally, Jack served as an Account Executive for First Franklin where he was able to continually exceed customer's expectations regarding services and products. His ambition enabled him to be voted Rookie of the Year, AE Mentor, Franklin Club (a top 5% producing club) and AE Master Series Speaker. Additionally, he has years of experience as a professional real estate appraiser, where he appraised complex properties and portfolios throughout the Midwest region of the United States. His focus on lease analysis, feasibility and demand studies allowed him to provide solutions that met each client's individual needs and objectives. He has successfully built client relationships through his approach and ability to derive unique solutions for his clients. Jack also served as the Director of Development at Atlantis Development Group. His team led the development of four student-housing developments in East Lansing, MI as well as a value-add student housing development in Mt. Pleasant, MI. His dedication and hard work saw all five of these properties through to completion.

Professional Affiliations

- Real Estate Salesperson, Michigan
- Certified General Real Estate Appraiser – August 1997 – Present



Hank Carpenter
Senior Associate, Southfield, MI
+ 248 709 2004
hank.carptenter@cbre.com

Clients Represented

- **Wickfield Properties**
- **JDI Realty**
- **LK Asset Advisors**
- **Cinnaire**
- **Peak Communities**
- **RCLCO**
- **CMB Management**
- **Westpac Communities**
- **Embassy Group**
- **Strathmore Development**
- **Pedcor**
- **Brixmor**
- **Metzger Realty**
- **Unicorp**
- **Trimont**
- **Bender Companies**
- **Zidan**
- **Continental Properties**
- **Eyde Company**

Experience

Hank Carpenter is a Senior Associate working on the CBRE Michigan Multifamily team based in the firm's Southfield, MI office. Hank has been involved in the sale of over 5,000 units with total consideration of $650 Million. Hank also advises landowners and has sold more than $50 Million of land in the state of Michigan. Hank prides himself on his work ethic and client-centric approach.

Professional Affiliations

- ULI, CCIM, Michigan Real Estate Salesperson

Education

- Michigan State University, Eli Broad College of Business



Maria Pas
Associate, Southfield, MI
Advisory & Transaction Services
+ 248 936 6869
maria.pas@cbre.com

Experience

Maria Pas is an Associate working on the CBRE Michigan Multifamily team based in the firm's Southfield, MI office. Maria is a member of the CBRE Private Client Associate Program, a 12-month training and development program designed to develop top professionals within CBRE's national platform. As a member, she focuses on transactions $25M and under in the entire state of Michigan. Maria is a graduate of the University of Michigan.



Zach Kiefer
Associate Director
Turner & Townsend
zach.kiefer@turntown.com

Experience

Mr. Kiefer's professional experience includes over 20 years of civil/environmental consulting, design/build project management, and owner's representation spanning multiple industries.

As a Senior Project Manager for Turner & Townsend, Zach works in our Southfield, MI office on a variety of projects within the Michigan Market. His current responsibilities include pre-construction activities, budget and schedule management, contract and risk management, value-engineering services, construction implementation, and project close-out. He has also worked locally on ground up construction, demolition and remodels, high end manufacturing spaces and lab/clean room facilities, focusing primarily in the office, industrial, higher education, and manufacturing sectors.

Zach has specific experience with site and civil design, as well as, a background in environmental sciences and engineering.

Education

- Michigan State University, M.S. Environmental Engineering
- Allegheny College, B.S. Environmental Science

Qualifications and Awards

- State of Michigan Professional Engineer – License# 6201056957
- Project Management Institute, Project Management Professional (PMP) # 1907595

Key Technical Competencies

- Estimating, preliminary costs and budget analysis
- Design oversight
- Quality and Risk Management
- Contract/Construction Management

Sector Experience

- Office
- Industrial
- Laboratory
- Higher Education



Ross Huber, CFA
Director
Financial Consulting Group
T: +1 312 935 1437
ross.huber@cbre.com

Experience

Currently a member of CBRE's Financial Consulting Group, Mr. Huber joined the firm in January of 2006. In his role as a director, Mr. Huber provides financial and analytical consulting to corporations, financial institutions, REIT's and real estate advisory companies.

He is a regular collaborator with Lee Ann Korst and other members of CBRE's Public Institutions & Education Solutions team to advise municipal and government clients on the financial implications and elements of real estate transactions and projects including for the Cities of Miami, Miami Beach, Hollywood, and Miami Gardens.

The Financial Consulting Group is a team comprised of over twenty professionals throughout the country. The group leverages the proven experience and local market knowledge of more than 14,000 real estate professionals worldwide to provide custom analyses, which empower clients to make the most informed real estate decisions.

Certifications

- Licensed Real Estate Salesperson, State of Illinois
- Chartered Financial Analyst

Education

- University of Wisconsin – Madison; B.S. in Economics

Recent Development Projects and Portfolios Advised & Modeled

- Pinellas County Portfolio Optimization and Headquarters Strategy
- Duval County Schools Administrative Headquarters relocation
- City of Boca Raton, Downtown Redevelopment & City Hall
- City of Pompano Beach, Downtown Redevelopment & City Hall
- City of Hollywood, Hollywood Beach Cultural & Community Center
- City of Hollywood, Orangebrook Golf & Country Club
- City of Miami, Miami Riverside Center
- City of Miami Gardens, mixed assortment of parcels for commercial and residential development
- Tennessee Valley Authority Portfolio Optimization & Headquarters Strategy
- Johnson & Wales University Campus redevelopment sale, North Miami
- Downtown Investment Authority of Jacksonville, The Ford on Bay
- Transit oriented redevelopment, 10 acres, Oceanside, CA
- Redevelopment project, 200 acres, San Diego, CA



Paul Van Devender
Managing Director
CBRE Michigan
+1 248 3512030
paul.vandevender@cbre.com

Experience

Paul Van Devender was appointed the Managing Director of the Detroit office in June 2018. As Managing Director, he supervises a team of over 400 employees, including approximately 50 leasing and sales professionals, who specialize in Capital Markets, Global Workplace Solutions, Asset Services, Project Management, Move Management, Valuation and Portfolio Administration. His responsibilities include business development, service delivery, community & industry relations, recruiting & retention, client relations and the overall profitability of the CBRE Detroit operation.

Paul's broad industry knowledge and excellent leadership will help drive exceptional outcomes for our Detroit Metro and Global clients and employees. With over 18 years of commercial real estate experience, Paul has executed transactions in over 20 countries throughout the EMEA and the Pacific.

Formerly Paul served as COO of CBRE Martin in Lansing and Grand Rapids. Prior to his position with CBRE Martin, Paul was also COO of CBC Alliance in New York, where he managed business operations for six offices nationwide. Additionally, Paul serviced as President & Executive Director of ONCOR International, with offices in over 25 countries.

Paul began his career in the U.S. Air Force, servicing as Crew Chief on Air Force II during the Clinton Administration, overseeing aircraft maintenance. He is also a veteran of Operation Desert Storm.

Professional Affiliations

- Member – International Council of Shopping Centers
- Member – CoreNet Global
- Member – Michigan Economic Development Corporation
- British – American Leaders Association
- AfricRise, previous Board Member

Qualifications/ Experience



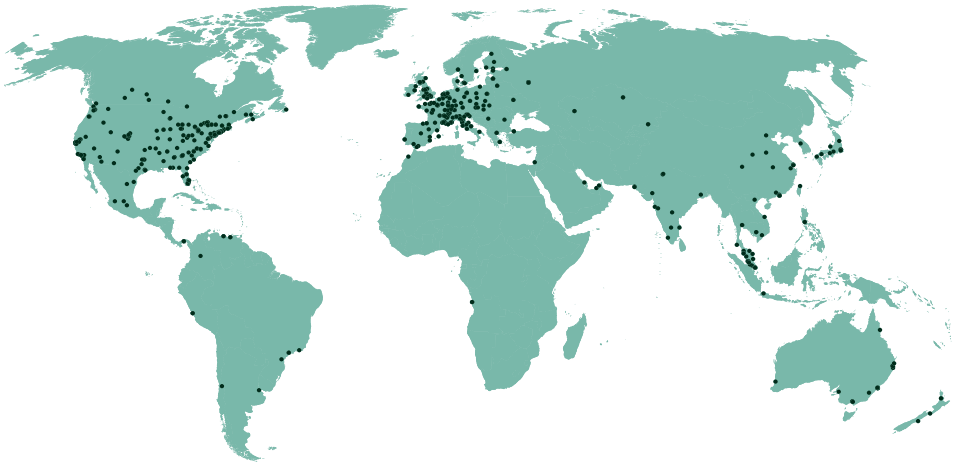
Provide relevant experience in marketing and sales services. Please provide, if available, at least one reference for the DDA to contact in relation to each applicable previous project. Other experience or qualifications provided that are relevant to the DDA properties will be taken into consideration.

Global Overview

Founded in 1906 as Tucker, Lynch & Coldwell, the firm later became the real estate giant Coldwell Banker. In 1989, the commercial division broke away as CB Commercial before merging with the historic UK firm Richard Ellis in 1998. This merger created CB Richard Ellis, which was ultimately rebranded to the global powerhouse CBRE in 2011.

Today, CBRE, Inc. (NYSE: CBRE), a Fortune 500 and S&P 500 company is the world's largest commercial real estate and investment firm with a total 2025 revenue of $40.55 billion. CBRE offers a full spectrum of integrated services, including 15 primary business lines and nearly 100 specialty practices, designed to assist clients in seizing the full gamut of real estate opportunities. We currently have 500+ offices, 155,000+employees, and operate in 100+ countries.

Trusted by 90% of the Fortune 100 and over 100 public sector clients



#1

Fortune's Most Admired Real Estate company in 2026

14

years consecutively one of the world's most ethical companies by Ethisphere

#128

on the Fortune 500 list

Worldwide Business Activity 2025

Total Transaction Value



Management Portfolio



10,000+	500+	155,000+	100+
BROKERS	OFFICES	EMPLOYEES	COUNTRIES

A Platform of Integrated Real Estate Services

Creating the real estate solutions of tomorrow, so businesses and people thrive.

Plan, Lease & Occupy

- Transaction Services
- Site Selection & Location Strategy
- Workplace Solutions
- Experience Services
- Lease Administration
- Portfolio Strategy
- Flexible Space Solutions
- Market Forecasts & Analytics
- Smart Buildings & Services
- Consulting

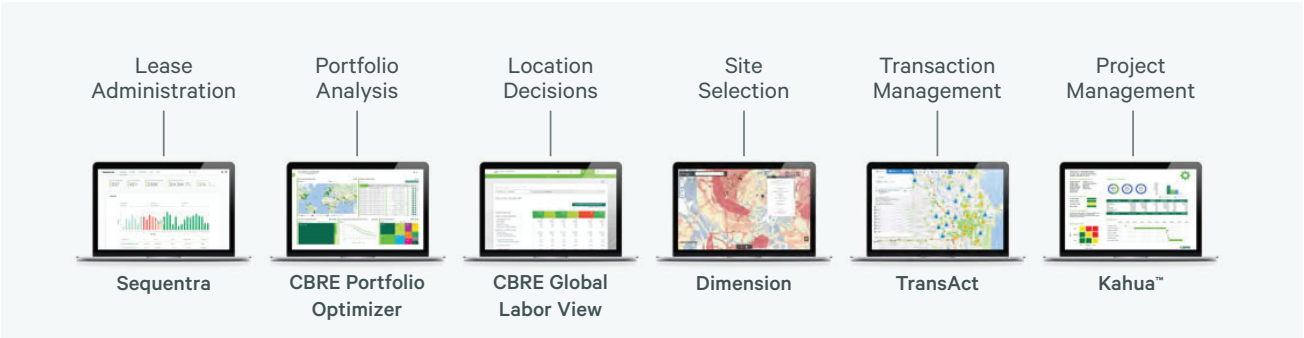
Design & Build

- Cost Advisory
- Design
- Buildings & Systems
- Project & Program Management
- Supply Chain Sourcing
- Principal Delivery
- Move & Decommission
- Sustainability
- Energy Management

Manage Property & Portfolios

- Integrated Outsourcing Solutions
- Facilities Management
- Sustainability
- Energy Management
- Experience Services (Host and Hospitality)
- Smart Buildings & Services

We leverage data, technology and analytics to support everything we do



Detroit's Premier Real Estate & Advisory Firm

With offices Serving Detroit and Grand Rapids CBRE is a commercial real estate leader in Metropolitan Detroit.

Since opening its doors for business in 1985, CBRE's Detroit office has become the dominant player in the Detroit commercial real estate market.

CBRE Detroit is a full-service office featuring the core business lines of Brokerage, Corporate Services, Investment Property Sales, Project Management, Property Management, in-house Appraisal/Valuation Services and Move Management Furniture Advisory.

By the Numbers

1,000+
Michigan employees

2
offices

40+
years

$6B+
Transaction Value Last Three Years

96M+
SF Transacted Last Three Years



Your Market Leaders in East Lansing

Where experience meets execution

Over the past five years, CBRE has completed more than $122 million in transactions within the City of East Lansing, representing over 1.2 million square feet across a diverse mix of asset types. These transactions span primarily retail, housing, and office properties, underscoring CBRE's deep involvement in the region's commercial landscape.

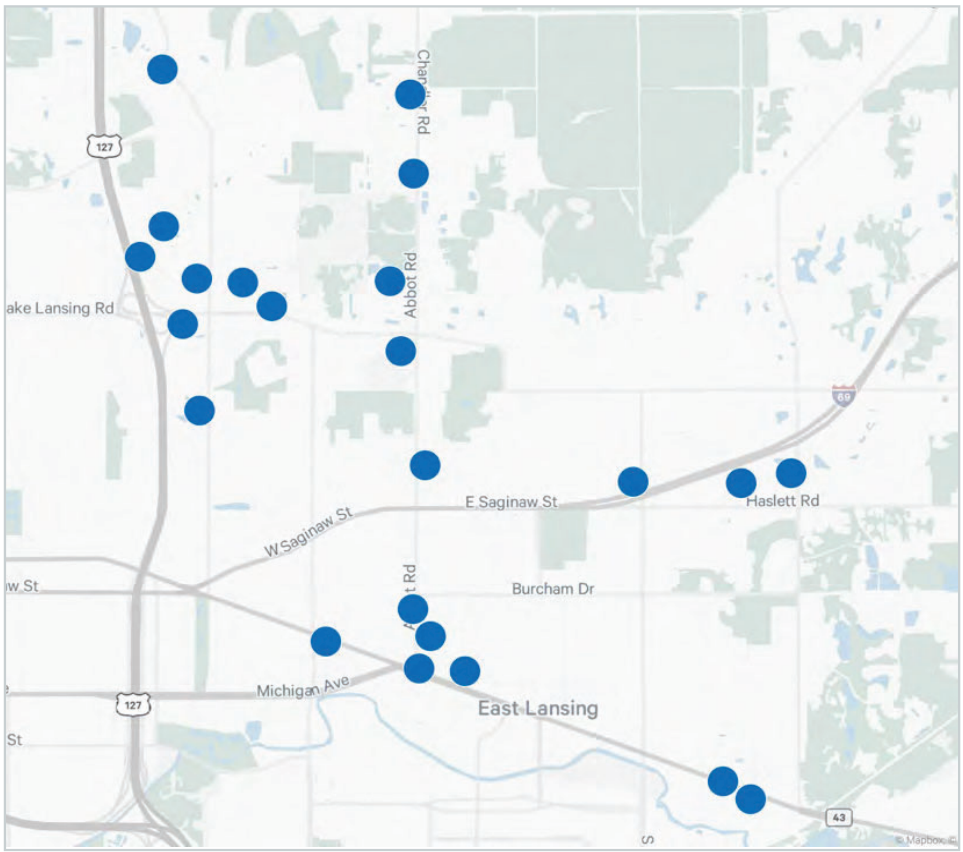
Our local team members — Jack Johns, Hank Carpenter, and Maria Pas — bring extensive on-the-ground knowledge of East Lansing and the surrounding communities. Their track record includes successful assignments both within the city and in nearby markets, demonstrating a strong command of local dynamics, tenant demand, and investment trends. Their experience is reflected in the following case studies, which showcase the breadth and depth of their work.

$122.6+M
in total consideration value

$1.2M+
in total square feet transacted

$1.79M+
in lease volume

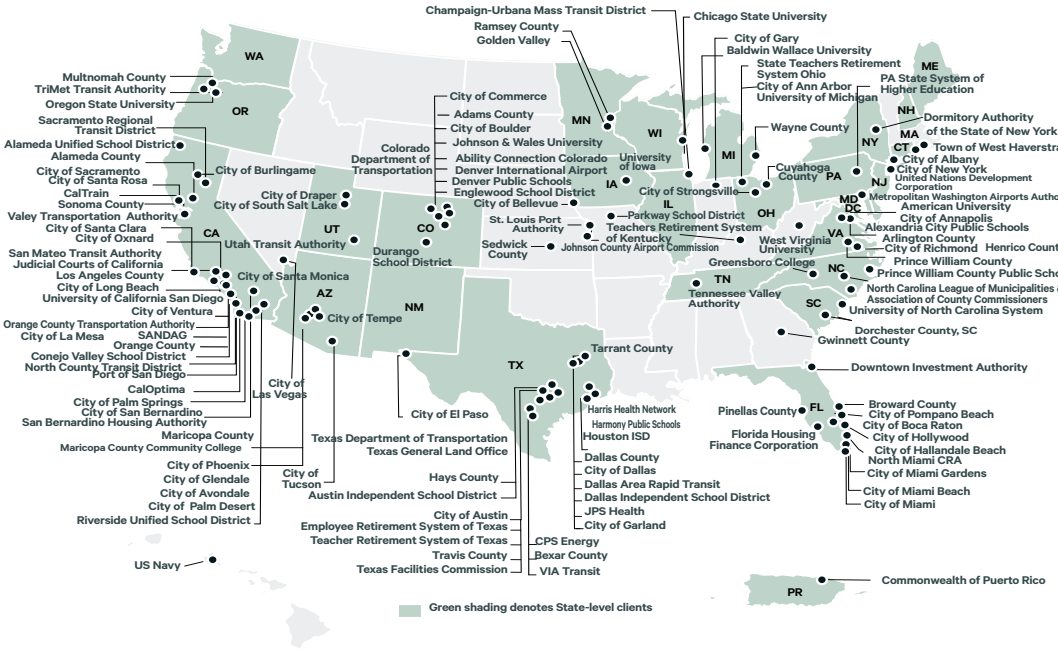
$117.3M+
in sale volume



CBRE Public Institutions & Education Solutions (PIES)

CBRE's Public Institutions and Education Solutions (PIES) team is a national division of the company that partners with state, county, city and educational institutions and agencies to develop and implement cutting-edge real estate strategies for your most significant challenges.

With over 100 public sector clients and contracts and 20+ dedicated professionals, we provide expert advice to government clients seeking to engage the developer market to activate owned property with mixed uses, driving economic development, incorporating community goals, and highlighting the unique benefits and characteristics of each city and community we work in.



50+
Cities & Counties

20+
Team Members

A+
Rating from State Agencies

$5B
In Revenue Generated for Public Sector Clients Through Sales & Ground Leases

25
States

100+
MSF

150+
Combined Years of Experience

25+
Public-Private Partnerships (P3s) Structured & Brokered

Sample Project Types

- Mixed-use developments including housing, retail, office, and other commercial uses
- Public facilities (community centers, administrative offices, plazas, etc)
- Headquarters or administrative facility relocations
- Vacant parcel development
- Special use properties such as courthouses, civic center, golf courses, marinas, etc.
- Public safety facilities including police and fire stations
- Transit oriented development

CBRE's PIES team represents state and local governments and their agencies, as well as higher education clients, to plan, structure, market, evaluate, and negotiate public-private partnerships (P3s) and other development projects.

These projects leverage the value of publicly owned land or entity creditworthiness to access the developer market to deliver operational facilities and commercial mixed use development.

Plan

Site assessment, stakeholder engagement, market analysis, use types, financial modeling

Market

Engage developer market with world class materials to highlight unique features of the site

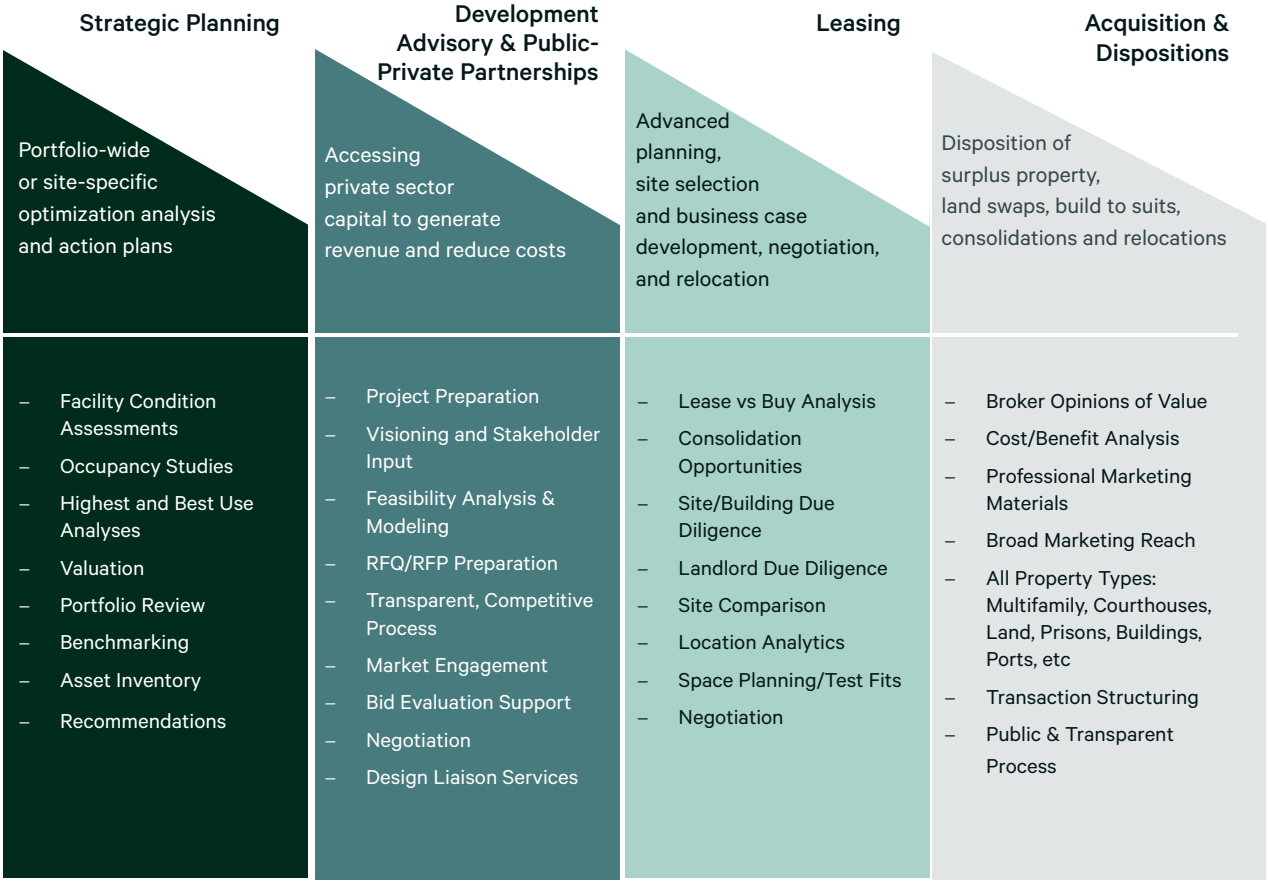
Structure

Evaluate various transaction structures and corresponding risks and benefits

Negotiate

Create competition for the project to extract maximum value and limit risk for our client





Financing Solutions



Traditional Bond Financing



Ground Lease



Credit Tenant Lease Financing



Lease to Own



Land swap



Sale/Leasebacks



Finance Lease



Synthetic Lease

Limiting out of pocket costs through creative structures that leverage your institutional credit strength.

Proven Partner to Community Redevelopment Agencies & Investment Authorities

Community Redevelopment Agencies (CRAs) are established by local governments to foster and support redevelopment when certain conditions exist. Examples of conditions that can support the creation of a CRA include, but are not limited to: the presence of substandard or inadequate structures, a shortage of affordable housing, inadequate infrastructure, insufficient roadways, and inadequate parking, etc.

CBRE is a proud partner providing services and support to numerous CRAs in their community development efforts.

Common CRA Characteristics

- CRAs rely on locally generated revenue for their operations
- CRAs must collaborate with City leadership to implement development plans that address the unique needs of the targeted area
- There generally may be only one CRA Board per district, although one local government may establish multiple CRA districts
- Each CRA Board must maintain separate trust funds, and expend those funds only in that district
- CRAs boards are compromised of a staff with local government officials and/or appointed individuals who foster a broad skillset that can enable focus on targeted tenant mix

Selected CBRE CRA Clients

- Jacksonville Downtown Investment Authority
- City of Naples CRA
- City of Delray Beach CRA
- City of Miami CRA
- City of Pompano Beach CRA
- City of Boca Raton CRA
- City of Hallandale Beach CRA

CBRE Solutions

CBRE partners with Community Redevelopment Agencies to guide projects from early planning through execution, offering development advisory services grounded in market and financial rigor. Our capabilities include market analysis, highest and best use studies, and valuations to help CRAs make informed, data-driven decisions that align redevelopment goals with market realities and public-sector requirements.

CBRE also supports the implementation of redevelopment strategies through public-private partnerships, site acquisitions and dispositions, ground leasing, assemblage, and beneficial development strategies. These tools enable CRAs to manage land strategically, catalyze private investment, and deliver projects that advance long-term community and economic objectives.

CBRE Financial Consulting Group

CBRE's Financial Consulting Group (FCG) provides sophisticated financial analysis unparalleled in the real estate industry. FCG provides the DDA with the extensive experience of our finance, accounting and real estate professionals who work on over 2,000 assignments annually. This depth of experience ensures the financial strategies identified are practical and well thought-out, and our rigorous peer review process, developed over years of experience, ensures accurate and reliable analyses.

FCG specializes in providing fully customized financial analyses that empower clients to make informed real estate decisions. Undertaken at both a qualitative and quantitative level, FCG professionals assist in thoroughly examining critical financial issues throughout the transaction process.

CBRE often provides these services to clients contemplating and undertaking redevelopment projects.

- Annual cash flow of revenues and expenses and development pro formas for client-owned assets
- Internal Rate of Return (IRR) and Net Present Value (NPV)calculations, including recommendations regarding discount rates, capitalization rates, and return assumptions, as required for each analysis
- Sample pro forma generation
- Valuation analysis
- Cash flow analysis

Powerful financial analysis *on your side of the table.*



Program, Project & Cost Management

Development projects are inherently exciting, with the potential to literally redefine the landscape in our own cities and neighborhoods, delivering generational impacts and benefits to our neighbors and our children. In today's complex and ever-changing world, our clients want to see results that make a difference. From the inception of a project through to completion and beyond, we help to deliver the outcomes that matter to you, with services covering the full spectrum of consultancy, project delivery and post-project operations.

CBRE and our Turner & Townsend professionals offer side by side partnership with the DDA to advise on construction costs and technical feasibility of planned development, evaluate construction and delivery risk profiles of various transaction structures, and analyze developer proposals on the DDA's behalf. Our partnership provides an integrated suite of end-to-end, trusted solutions to plan, execute and manage capital programs and projects of any size, risk or complexity, anywhere in the world.

We harness 75 years of analytics informed by data from billions of square feet of capital projects and $200+ billion in combined capital spend managed annually. This produces powerful insights to help achieve your goals through innovation and consistency.

We provide architecture, interior design, engineering, project management, scheduling, cost estimating and commissioning services so we can serve our clients with an integrated and comprehensive design solution. To this end, we bring an extraordinary depth of talent, expertise, and thought leadership to our projects. The quality of our services has been recognized by our clients and industry peers, leading to more than 100 industry awards for design and project excellence. We are consistently ranked among the top professional services firms by industry publications such as Engineering News-Record.

With more than 20,000 professionals and 400+ LEED & WELL staff accreditations, CBRE maintains the largest network of professional commercial real estate project managers worldwide.

Involving our team at the earliest stages of a project process can realize the greatest impact on cost and schedule. Clear visioning and identification of project goals leads to prudent design, construction, and operations decisions. From the outset, our project managers identify opportunities to reduce risk, assess building condition factors, engage the best design and construction teams, advise on contract matters, and ultimately set the project up for success.

We provide greater rigor, governance, control, and decision-making at the forefront of every project, mitigating risk through the implementation of prudent fiscal oversight to drive cost savings and promote continual value management.

Turner & Townsend professionals will support this project through the assessment of developer proposals, ensuring that all proposals are vetted for cost reasonableness, construction feasibility, and schedule achievement.

Aligning Project Outcomes, Risk Control & Cost Savings.

$200B+
Managed Capital Project Value

20,000+
Professionals

250+
Cost Consultants, Managers & Surveyors

65,000+
Projects Managed

Relevant Experience

City of Ann Arbor, MI

Marketing, Disposition

CHALLENGE

The City of Ann Arbor is a long-term owner of multiple properties with significant development potential. The sites are primarily vacant and/or used for parking, and while many ideas have been floated for their reuse or redevelopment, the City was never able to secure beneficial development on the properties. Following unanimous City Council approval in June 2024, the City issued an RFP for brokerage services seeking professional representation to sell two properties: a ± 1.3 acre site known as Kline's Lot, and a ±2.23 acre site on West Washington Street. After a competitive procurement, CBRE was selected as the City's broker for both properties.





SOLUTION

The CBRE team provided preliminary market analysis to the City, elaborating on the highest and best use of the properties and the likely value the City could expect. The team developed customized marketing materials and drone videography showing the sites' interaction with the surrounding neighborhood and corresponding development. CBRE launched a global marketing campaign, listing the properties on our proprietary listing platform DealFlow with 1.5M+ registered prospects, as well as public and third party sites to ensure complete exposure of the properties and maximum competition.

RESULTS

Following the marketing period, CBRE secured multiple, highly competitive offers for the sites, all with multifamily development concepts. The team recently negotiated best and final offers from the respondents, and anticipates closing the transaction by the end of the year.

City of Norton Shores, MI

Development Advisory, Marketing, Disposition

CHALLENGE

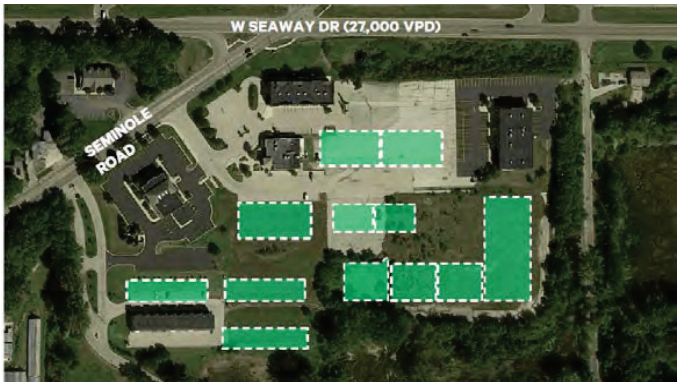
The City of Norton Shores, Michigan engaged CBRE following a competitive procurement to represent it in the disposition of several parcels in the former Eastowne Centre site. The City had purchased the properties in lieu of foreclosure following an unsuccessful development attempt by a private company. Eastowne Centre forms an integral part of the City's Seminole PlacePlan, which encourages mixed-use buildings, increased walkability and creation of public spaces. The City was seeking beneficial development on the parcels to complement the PlacePlan.

SOLUTION

CBRE met with the City to fully understand the sites' history, the City's goals, and provide our perspective of the market for the properties. The City had originally intended to market seven parcels; in order to create a more attractive offering to potential investors, CBRE recommended and implemented a plan to engage with adjacent property owners to successfully assemble five additional properties, making this a 12 parcel opportunity. By doing so, the future buyer would have more acreage to build upon and mitigate potential opposition from nearby property owners. Following the assemblage, CBRE created customized marketing materials for the properties, designed to showcase them in their best light and demonstrate the possibilities and potential at Eastowne. The team marketed the properties widely achieving wide regional visibility and provided regular updates to City Council.

RESULTS

As a result of CBRE's marketing efforts, the City received multiple offers and accepted a competitive offer from a developer to purchase the sites and redevelop them as part of the mixed uses at the site. The properties will be redeveloped for restaurants, general retail, and apartments uses.







Chicago State University

Development Advisory

CHALLENGE

Chicago State University (CSU) needed ahighly skilled development advisory firm tonavigate the complex initial phase of itsUniversity Village 95 project. This ambitiousproject involved developing two mixed-usebuildings, including approximately 520 bedsfor university housing, and 25,000 SF ofretail/commercial space. The core challengewas to secure an advisor capable ofidentifying the most advantageous University-Developer partnership arrangements,providing in-depth financial and risk analysisof developer proposals, and guiding CSUthrough critical decision points whileconsidering long-term economic outlooks,project governance, and demand risks.After a competitive bidding process, CBREsecured the contract for real estate advisoryand representation services in support of theUniversity Village 95 project.

SOLUTION

CBRE worked closely with Chicago State University to develop and release a comprehensive Request for Proposals (RFP) for the University Village 95 project. This detailed document adhered to University and State of Illinois policies, outlining the scope of work, technical requirements (including design and construction guidelines and site due diligence), evaluation criteria, and key considerations for future agreements. CBRE broadly marketed the RFP to attract a wide range of developers, prioritizing those with higher education experience and a track record in Chicago communities.

RESULTS

We're currently assisting Chicago State University in meticulously evaluating each proposal to identify the developer best suited for the University Village 95 project. Once a developer is selected, CBRE will continue to provide support throughout the negotiation and transaction process, aiming to bring this long-awaited project to a successful conclusion.



University Village 95 is more than a real estate project—it's a commitment to equitable development through real estate investment. We're proud to partner with CBRE to bring this vision to life and ensure it reflects the values and aspirations of our campus and community."

— Andrea Zopp, Chair of the CSU Board of Trustees

Champaign-Urbana Mass Transit District

Transit Oriented Development

PROJECT OVERVIEW

CBRE is advising the Champaign–Urbana Mass Transit District (MTD) on a transformative, transit-oriented development centered on the Illinois Terminal. The project integrates critical public transportation infrastructure with private mixed-use development through an innovative air-rights structure. Key elements include the renovation and expansion of the Illinois Terminal, construction of a new transit hub and structured parking, and development of a residential tower above the parking deck pursuant to an air rights lease. The project will include:

- A redesigned and enhanced bus terminal with improved passenger amenities
- Modernized transit facilities with improved circulation and ADA accessibility
- Approximately 200 market-rate multifamily units constructed above the parking structure
- A structured parking facility serving transit riders, residents, and public demand
- A new public plaza and public-realm improvements enhancing the surrounding streetscape



CHALLENGE

CBRE was engaged after MTD had selected a local development partner, and therefore did not participate in the original developer vetting or structuring of the transaction. Under the initial development framework, the project proved infeasible: market rents were insufficient to support required investor returns, and the developer lacked the equity capacity to finance the project as proposed. As a result, the development faced a significant financing gap and heightened execution risk—threatening the viability of a project critical to MTD's long-term transit and placemaking goals.

CBRE's Strategic Intervention

Drawing on deep experience with public-sector real estate, transit-oriented development, and capital structuring, CBRE re-evaluated the project's economics, risk allocation, and ownership structure. CBRE led a comprehensive restructuring that realigned responsibilities between the public and private sectors to reduce developer exposure and improve overall feasibility. Under the revised structure, MTD will finance, construct, and own the parking structure, while the private developer will construct and own the 200 residential units above the deck pursuant to an air rights lease. This approach materially improved project economics, reduced financing risk, and preserved long-term public control of critical transit infrastructure. While the revised structure significantly narrowed the financing gap, additional capital solutions remain necessary to fully execute the project.

Solution & Market Strategy

To close the remaining gap and ensure certainty of execution, CBRE is leveraging its market expertise and development advisory platform to market the residential component to the broader developer community. CBRE's strategy is to attract a qualified co-development partner with a strong balance sheet, lower cost of capital, and demonstrated experience delivering complex mixed-use and transit-oriented projects. CBRE is also positioning the opportunity to accommodate affordable or mixed-income housing components, should public incentives or city participation be required to enhance project feasibility. By expanding the developer pool beyond the original sponsor, CBRE is re-introducing competition, improving capital access, and increasing confidence in long-term project success.

City of Dearborn, MI

Marketing, Disposition

CHALLENGE

CBRE was engaged by the City of Dearborn following a competitive procurement to represent it on as-needed transaction and strategy support.

The City had decided to close its 12,000 SF Snow Branch Library and requested CBRE's support on a broad marketing campaign and sale process.



SOLUTION

Working closely with the City, CBRE prepared custom marketing materials highlighting the property's size, zoning, eight parking spaces, great location at the corner of S. Telegraph and Princeton Street, and excellent access to 1-94 and Michigan Ave.

CBRE marketed the opportunity to a broad range of local, regional, and national investors to ensure maximum available competition for the property and optimal pricing for the City.



RESULTS

As a result of the marketing process, CBRE generated multiple offers for the City's review. The City ultimately selected a sale to a local law firm which will be converting the property to office space.

LOCAL LAND SALES EXPERIENCE

611 E University Assemblage

Price: $16,500,000
Acres: 0.45 AC
Price Per Acre: $36,666,6667/AC
Buyer: Collegiate Development Group
Broker: CBRE (Johns/Carpenter)

Notes:
This transaction represents the aggregation of 4 parcels from 4 individual seller within Ann Arbor's downtown district. Jack aggregated the 0.46 AC site over a period of 9 months for a cost of $16.5M alongside Collegiate Development Group and subsequently acquired entitlements for a 15 story, 306 bed, purpose-built, student housing development which ultimately sold in June of 2023 for $77,480,000. The entitlement process took 14 months and included a density premium of 900% FAR. At the time, this transaction was considered the largest and most successful student housing site aggregation across the country.



The Yard Assemblage

Price: $5,101,000
Acres: 2.05 AC
Price Per Acre: $2,433,220/AC
Buyer: Collegiate Development Group
Broker: CBRE (Johns/Carpenter)

Notes:
An aggregation of 3 parcels from 3 individual seller, immediately adjacent to the main University of Michigan Campus, the 2.05 AC site was aggregated by Jack over a period of 9 months starting with the listing of a two-building retail facility located at 615 Main St. After approaching the owner of the car wash and office development parcels to the immediate south of 615, Jack, alongside Collegiate Development Group, was successful in gaining control of all three sites which ultimately resulted in entitlements for a 5-story 594-bed purpose-built student housing development which sold in June of 2023 for $105,943,200. Entitlements took 14 months and included a 400% FAR density premium.



2050 Commerce Land

Price: $6,000,000
Acres: 4.38 AC
Price Per Acre: $1,369,863/AC
Buyer: Annex Group
Broker: CBRE (Johns/Carpenter)

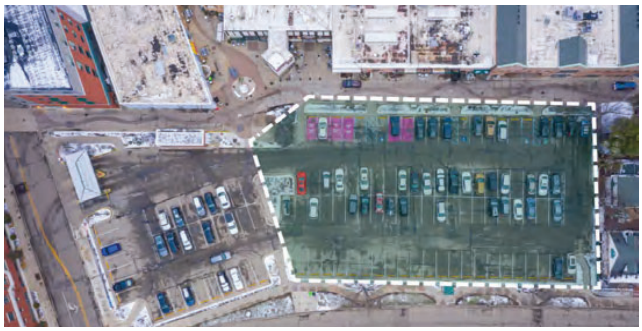
Notes:
2050 Commerce closed in March of 2023. This site is 2.6 miles west of downtown Ann Arbor off Stadium boulevard. We collected multiple offers from our campaign and ultimately chose an affordable housing developer that was able to push pricing above market rate competitors. Average pricing from market rate groups was $3.5M. Since the affordable group was able to secure tax credits, they were able to pay almost double what market rate groups could afford.



530 Albert – Pending

Price: Confidential
Acres 0.66
Price Per Acre: Confidential
Buyer: Tareen Development

Notes:
530 Albert is a .66 Acre lot in Downtown East Lansing. Ownership engaged CBRE to assist with the disposition of the site. CBRE marketed the site and collected 15 total offers from qualified groups, ultimately awarding the deal to Tareen Development. Tareen Development plans to build a by-right apartment project on the site. Tareen Development is expected to close on the site in the fall of 2026.



References

1. **Thomas J. Fehrenbach**
Director | Real Estate Division
State of Michigan - Michigan Dept. of Technology, Management & Budget
State Facilities Administration
FehrenbachT1@michigan.gov
(517) 582-8094
Scope: Space Utilization, Strategic Plan

2. **Milton Dohoney Jr.**
City Administrator
City of Ann Arbor
Guy C. Larcom City Hall
301 E. Huron, 3rd Floor
Ann Arbor · MI · 48104
734.794.6110 (O) Internal Extension 41102
mdohoney@a2gov.org | www.a2gov.org
Scope: Disposition of two strategic parcels downtown Ann Arbor for Market rate and Affordable Housing, respectively.

3. **Brad Hayosh**
Chief Executive Officer
Wickfield Capital
230 Huronview Blvd
Ann Arbor, MI 48103
T +1 313 920 4631

"Our experience working with CBRE on this project was consistently positive. Their team demonstrated strong knowledge of the subject matter, conducted their work professionally, and met all established timelines and commitments. We appreciate their responsiveness and the quality of their work in support of DTMB's objectives."

"You all have been superb. We couldn't have asked for a higher degree of professionalism and responsiveness."

Context/Approach to Marketing for Desired Outcomes



What methods do you intent to employ to market the property? Provide a detailed timeline for each step of the marketing plan.

Understanding & Approach

We understand the City of East Lansing's Downtown Development Authority (DDA) is seeking a qualified real estate brokerage firm to provide comprehensive advisory, marketing, and disposition services for five adjacent and strategically positioned properties totaling approximately 1.08 acres in downtown East Lansing. These sites, assembled over time by the DDA and currently consisting of a mix of smaller structures and rental properties, represent a rare and significant opportunity to catalyze transformative redevelopment within the urban core.

The properties have been marketed previously and have advanced through multiple development concepts, including student housing and mixed-use proposals, though transactions have not ultimately come to fruition. This history, combined with evolving market conditions and development challenges within the City, underscores the importance of a deliberate and market-responsive approach moving forward. At the same time, current timing presents a renewed opportunity to reposition the sites in alignment with market demand as well as the City's broader economic and community objectives.

The sites also exist within a complex development environment, where financial considerations, approval processes, and policy requirements have historically presented challenges to execution. Requirements related to affordable housing, community benefit expectations, and public ownership considerations, particularly around parking assets, must be carefully balanced with the need to create a feasible and attractive opportunity for developers. Additionally, limited recent development activity in the urban core further emphasizes the need for a more flexible, market-aligned approach that can successfully attract and retain developer interest.

CBRE's approach will not be based merely on a fee simple sale. Our approach will focus on repositioning these sites to maximize visibility, competitiveness, and long-term value, while acknowledging the practical realities of development in East Lansing. We will work collaboratively with the DDA to refine the opportunity, ensuring it is structured to attract a broad pool of qualified developers and investors, including those pursuing student housing, mixed-use, or potential public-private partnership models. This includes identifying pathways that allow for viable development frameworks, whether through by-right opportunities or clearly defined developer agreements that address key requirements in a predictable and achievable manner.

Through a coordinated and proactive process, we will emphasize clarity, transparency, and responsiveness to market conditions, helping to overcome prior barriers and re-engage the development community. Our objective is to bring forward realistic, executable proposals that align with both market demand and community priorities.

Ultimately, our goal is to facilitate a successful development outcome that delivers meaningful community benefits, supports economic growth, and activates a key downtown site that has remained unrealized for several years, while ensuring a balanced and sustainable financial outcome for the City.

The key next steps in the process are to engage the marketplace by issuing requests for proposals to qualified developers. The proposal outlined herein details CBRE's role in working with the DDA to:

- Position the site for long-term, sustainable mixed-use development that evolves with market conditions
- Maximize long-term value and community impact while thoughtfully managing risk over the life of the project
- Leverage prior planning, studies, and stakeholder input to inform a flexible, future-oriented development roadmap
- Attract high-quality, visionary partners aligned with your long-term goals and the broader community vision
- Develop compelling, tailored materials that highlight the site's enduring economic potential and placemaking opportunity
- Implement a proactive, ongoing engagement strategy to maintain interest and competition over time
- Support negotiations to establish a strong, adaptable framework that protects public interests and enables future success
- Ensure the project delivers on a long-term vision for economic vitality, community benefit, and financial return

Timeline

The chart below outlines our typical development advisory phases. While the timeline may vary depending on project-specific factors, we anticipate this engagement will take approximately 9-12 months to reach negotiation and agreement with a developer.

PHASE 1:
Due Diligence

- Confirm project understanding and status to date
- Review timeline
- Confirm City communication preferences and decision-making processes
- Prepare highest and best use analysis and preliminary modeling

PHASE 2:
Solicitation Preparation & Market Engagement

- Develop Request for Proposals (RFP)
  - Two - Three Weeks
- RFP Marketing Period (dedicated website, calls, emails, tours, press release, etc.)
  - 60-90 days
- Includes site tours, questions and answers, clarifications, etc

PHASE 3:
Proposal Evaluation & Selection

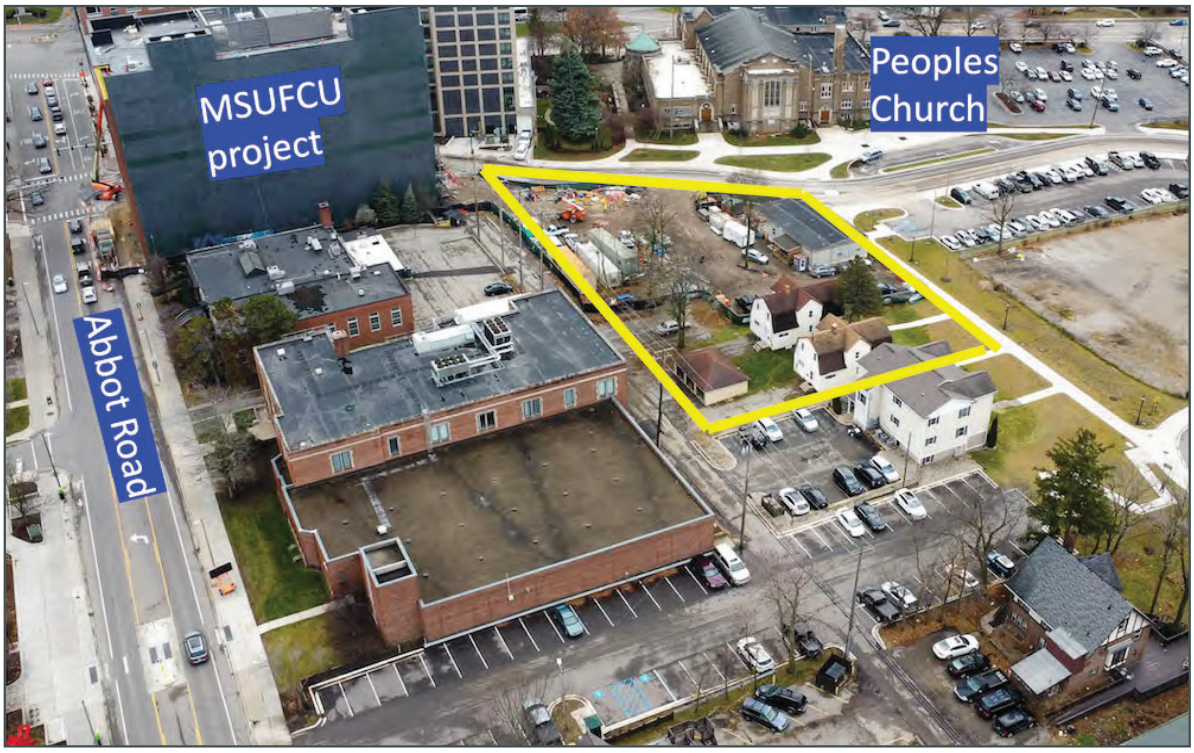
- Evaluate submissions on a like-kind basis and share findings with City evaluation team
- Interview preferred developers
- Conduct Best and Final Offer (BAFO) process if appropriate
- Select winning developer and enter into Letter of Intent negotiation

PHASE 4:
Partner Selection & Transaction Execution

- Negotiate and execute letter of intent with selected developer
- Negotiate and execute Development Agreement
- Negotiate Ground Lease and Operating
- **DDA Approval**



Preliminary Site Analysis



Opportunities

- Located directly in downtown East Lansing and adjacent to Michigan State University, a top institution with ~50,000+ students and major employment base
- Walkable to campus, retail, and existing mixed-use projects, ideal for student housing, retail, or mixed-use density
- Surrounded by recent major redevelopment (The Abbot, Graduate Hotel, etc.), reinforcing market viability
- Large, contiguous development parcel is highly unusual for the urban core
- DDA ownership allows for a structured disposition process, alignment with community goals, ability to incorporate incentives

Challenges

- Multiple redevelopment attempts have failed to materialize over ~15+ years
- Ordinance requires of units to meet a percentage of affordability/diversity criteria, putting constraints on highest-and-best-use execution
- Downtown zoning can restrict on-site parking supply
- Outstanding debt and accumulated interest costs create pressure to recover value, while potentially constraining pricing flexibility and deal structuring
- Strong demand fundamentals are offset by high construction costs and elevated rent thresholds needed for feasibility

We realize that the highest price is not necessarily the only consideration for the DDA. Our process incorporates your goals and priorities, and the best outcome takes into consideration, timing, price, structure, risk management, community benefits, and flexibility.

Phase 1: Due Dilligence

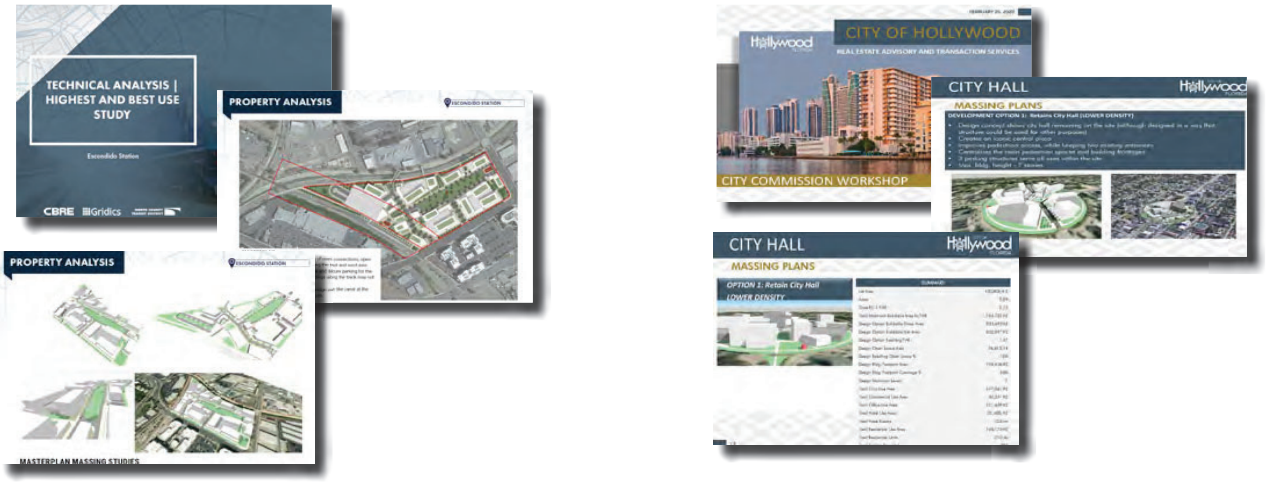
CBRE will initiate a comprehensive discovery phase by interviewing key stakeholders and DDA officials to align on project goals, confirm all existing assumptions, and secure any outstanding site documentation. This collaborative kick-off ensures our subsequent analysis is grounded in a complete understanding of your priorities and the latest available data.

The team will fully review the development potential of the available sites to ensure the DDA's vision is optimized for current market conditions. This work will include meeting with the DDA's Real Estate team and existing consultants to refine key considerations, providing strategic recommendations to bridge the gap between the current plan and successful market execution.

- What are the highest and best uses at the site?
- What level of density is appropriate for the market and the surrounding neighborhood?
- What are the corresponding values that the DDA might expect?
- What are the desired and most beneficial transaction structures to consider for the project?
- What other development is occuring in this area?
- How would it interact with new development on these properties?
- Who are the most likely developers/lessees for the site?
- What is the status of other DDA initiatives that might impact this project?

Optional Service

At an additional cost, CBRE can partner with our long-term collaborator Gridics to prepare preliminary massing/site plans for the property to both visually and mathematically demonstrate the scale and density of the development that can be achieved and the corresponding financial upside. Gridics is an urban design and planning software company that can quickly and cost effectively generate density analysis and massing plans based on current or future zoning. The massing plans will visually demonstrate the achievable density and potential site layouts, which will inform our financial projections for the site.



Sample development financial and valuation analysis prepared by CBRE and Gridics

Phase 2: Solicitation Preparation & Market Engagement

Subject to your concurrence with the findings and recommendations in previous phases, the CBRE team will collaborate with the DDA team to develop and implement a request for proposals (RFP) process to engage prospective investors and/or developers by performing the following tasks:

- CBRE will act quickly to create customized world class marketing materials that incorporate the findings of the due dilligence phase and detail the desired project, required information, selection process, respondent qualification criteria, project approach, value parameters, etc.
- CBRE will refine our proprietary developer and operator prospect list based on market specialization, financial capability, and compatibility with your goals for the project.
- CBRE will oversee the offering process on your behalf, managing all communications, hosting site tours, disseminating documents, contacting respondents for clarifications, answering questions, and collecting responses.

The RFP will require detailed submissions from proposers, including conceptual designs, development proformas, a detailed capital stack and financing plan for the project, and other submission requirements. The goal is to solicit information that demonstrates the developer's proven ability to finance and perform a desirable project to a high standard of quality. Specific requirements will include but not be limited to:



Marketing Tools

When you partner with CBRE, you unlock the industry's leading marketing platform. Our team will deliver a tailored marketing strategy specific to your goals, develop a highly polished collection of materials and apply tactics and technologies that will communicate the unique value and opportunity at the project site.

Our integrated suite of virtual marketing solutions delivers maximum results.

RFP: Digital-First Experience

- A concise, graphical, data and story-driven marketing package
- Captures the attention of decision makers by driving them to focus on high-level information of the investment
- Enhances speed-to-market and increases efficiencies in the marketing process
- Supporting documents such as reports, in-depth financial models and deep-dive market information available in Deal Flow virtual deal room





Web Presence

- An engaging, full-featured, mobile-friendly executive summary presentation made available on the Deal Flow platform
- Potential investors can interact with a virtual tour, review investment highlights, access and sign a confidentially or registration agreement, and more



Launch Email

- Targets active, qualified buyers
- Includes standard touch points and virtual marketing materials
- Distributed through the Deal Flow platform

Property Marketing

Powered by CBRE Deal Flow

CBRE Deal Flow is CBRE's listing platform for all investment sales. This digital, all-in-one marketplace streamlines the entire disposition process, with full-coverage tracking, a secure virtual deal room, and sophisticated reporting. Deal Flow enables a highly customized property marketing package complete with website, email marketing, and virtual deal room, with exposure to 1.5M+ investors globally and 150,000+ site visits per month.

1.5M+
Investors in Our Database

1+
Registration Agreements Signed Per Minute

150K+
Site Visits Per Month

430+
New Deals Brought to Market Each Month



Sample marketing materials for recent clients



Sample videography for recent clients

Urbana University, OH



Click play for interactive video



North County Transit District, Carlsbad, CA



City of Jacksonville, FL The Ford on Bay



#1 Investment Sales Firm 20 years in a row

- All property types: land, campuses, build to suits, office buildings, etc
- Aligning procurement policies with market expectations
- Intelligent negotiation to achieve your goals
- Reducing your risk throughout the transaction

2025 Highlights

$152.9B
Global properties sold

$74.0B
Global financing volume

Our designers, writers, web publishers and communications teams offer a **complete in-house marketing shop** to support marketing and special projects needs efficiently and at no extra cost.

Access to global capital

CBRE migrates more global capital around the world and into the U.S. than any other firm.

2025 Highlights

#1
Ranking for global cross border capital placement

24.5%
Global market share

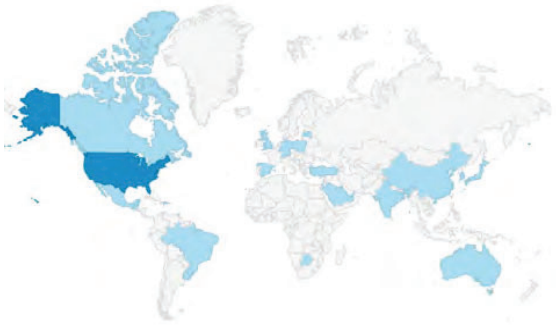
$152.9B
Global properties sold in 2025

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Global financing volume in 2025

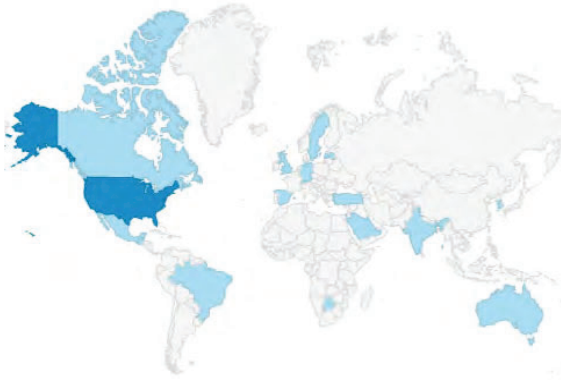
Our worldwide network, collaborative culture, and global relationship offers undisputed leadership in commanding global capital.

Sample maps demonstrating the global viewership CBRE achieves when marketing on behalf of similar clients.

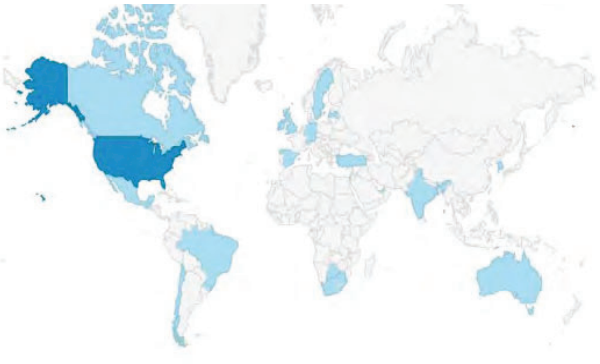
DORCHESTER COUNTY, SC
145 Interested Foreign Parties



CITY OF HOLLYWOOD
185 Interested Foreign Parties



CITY OF POMPANO BEACH
152 Interested Foreign Parties





Benefits to the City of East Lansing

Our network works for you

Commercially Familiar Process

- Reduce perception of complex and prolonged public sector process
- Clearly specifies requirements to interested parties
- Professional marketing materials to present offering in its best light

Global Exposure

- Largest commercial real estate network in the world
- Credibility of most recognized brand in the industry
- 1.1M+ prospects in proprietary listing platform

Bias to Action

- Financially and culturally motivated to move your project forward
- Maintain positive momentum to avoid languishing

Maximize Returns

- Competitive environment created through listing process and broad marketing
- Best knowledge of deal terms and industry norms
- Subject matter experts negotiating on behalf of your best interests

Driving value

Our ability to drive value for our clients is predicated on our ability to effectively reach capital sources across the globe with a creative and complete story that successfully positions your sites as a highly attractive, generational investment opportunity that is located in a highly coveted part of the country. Investors are continuously indicating that they are looking for quality, security and upside, and the East Lansing location uniquely provides all of these. The final element is to create the sense of scarcity—that this opportunity is irreplaceable.

LOCATION	QUALITY	SCARCITY	UPSIDE	OPPORTUNITY
GROWING DOWNTOWN MARKET, COLLEGE TOWN	GOOD ACREAGE IN EXCELLENT LOCATION	SITES AT THIS SCALE ARE HIGHLY DESIRED BY MANY DEVELOPERS	POTENTIAL FOR SIGNIFICANT FINANCIAL RETURNS	DEVELOPMENT AT SCALE WITH SIGNIFICANT REVENUE OPPORTUNITY

To create investor competition

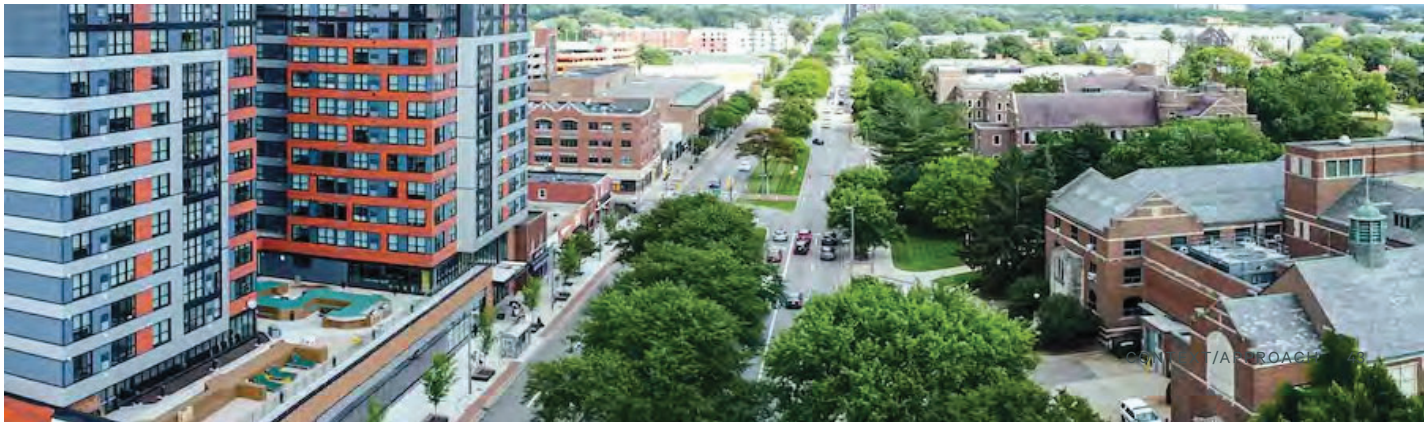
UNDERWRITING/SECURITY → OPPORTUNITY/UPSIDE (REAL & PERCEIVED) → COMPETITION/ SCARCITY → EMOTION → MAXIMUM VALUE

TACTICAL LEVEL

- Provide security through defensible financial underwriting
- Articulate benefits and opportunity of this acquisition
- Tailor presentation to target different capital sources

STRATEGIC LEVEL

- Create competitive environment/managed offering process
- This opportunity cannot be replicated in the market
- Move decision from mathematical to emotional



Phase 3: Proposal Evaluation & Selection

Once developer proposals are received, CBRE will support the DDA's evaluation and selection committee's activities as an independent body. CBRE will complete a thorough analysis of the financial projections and plans of the developer and opine on their feasibility and reasonableness. We will present information for your consideration on best path forward for the project based on rigorous review of items such as:

- Overall strength of the offers, including pricing and level and type of development proposed, and suitability of development for the location
- Overall development plan
- Risk assessment (including but not limited to closing contingencies / certainty, development plan, financing, construction, and delivery)
- Financial return to the DDA including evaluation of transaction terms and assumptions

The review process will adhere to the evaluation criteria provided with the solicitation and include items such as:

- Was all requested information provided?
- How well do the respondents achieve the qualifications requirements established in the offering?
- What are the respondents' past experience on comparable projects?
- What feedback did the developers' references provide? Are there red flags?
- How well-capitalized are the respondents? Will they have the sources and proof of debt and equity to deliver the project?
- How qualified are the individuals proposed to work on the project?
- Are construction costs and rent assumptions within market?
- Is the development timeline realistic?



The CBRE team will compare all proposals on a like-kind basis and support the DDA's due diligence and selection process considering the following:

- Submission quality including objective and subjective criteria
- Interviews with proposal team
- Proposer financial strength and experience with similar developments at this scale
- Risk issues for all parties

Vetting developer assumptions to prove project viability

CBRE provides development and construction professionals to examine developer proposals for assumptions and risks that may impact the project's viability. We break down the buzzwords into plain language to ensure the project will deliver as promised.

Specifically, CBRE's majority owned subsidiary, Turner & Townsend, will complete the following tasks to review and analyze received proposals in detail and render a qualitative analysis in each of the following areas:

Cost Study

- Detailed review of all hard construction and project soft costs
- Review of all the metrics (costs per square feet and/or unit) to establish benchmark relativity to the market and the industry
- Contingency levels held including forecasts for market escalation
- Review of clarifications, assumptions, and qualifications of cost
- Review of costs held for potential off-site development, impact fees, infrastructure improvements and services

Schedule Analysis

- Based on the proposed improvements and assumptions in the proposal, we will develop a critical path baseline schedule
- The baseline schedule will include durations and activities related to typical jurisdictional approvals including zoning and permitting, design, procurement, site prep, onsite construction, off-site improvements, and commissioning
- The baseline schedule will then be compared to the proposed project timeline. The proposer's schedule will be tested against our baseline's critical path in an effort to extract inconsistencies or conflicts in the schedule logic. Any inconsistencies will be flagged and included as follow up items in the final report.

Feasibility and Constructibility Review

- Review the design and structural composition of the proposed improvements
- Compare the design elements against the site geometry, surrounding improvements, and the environmental conditions of the planned construction area
- Review and comment on any specific construction details or methods if included in the developer's response
- Identify any logistical challenges to the proposed improvements such as access, use restrictions, geotechnical, etc.
- Comment on any procurement or other market conditions that may impact or cause significant change to the intended improvements. This may include but not be limited to global market pressure on construction commodities, geographic shortages in skilled construction labor, etc.

Sample Feasibility Analysis





Financial Proposal Review

Understanding the financial implications of developer proposals is a key element to a successful project. CBRE's Financial Consulting Group (FCG) specializes in providing fully customized financial analyses that empower clients to make informed real estate decisions. Undertaken at both a qualitative and quantitative level, FCG professionals assist in thoroughly examining critical financial issues throughout the transaction process.

The team will concisely and accurately present all financial metrics relevant to your internal decision-making process on a cash flow and Net Present Value basis.

The review will include:

- Pro Forma Analysis
- Cash Flow Analysis
- Review of proposer's financial strength
- Sources of Debt / Equity

CBRE

Sample Financial Analysis

Executive Summary

Analysis Start: From Proposed Completion

Scenario	Alumnus Group – 14 St	Christman Group – 14 St/Cedar Street – 12 St	Christman Group – 14 St/Cedar Street – 12 St/Grand Avenue – 12 St	Christman Group – 14 St/Cedar Street – 12 St	Conference Concepts	Conference Concepts – Alternate	Day International – 14 St	Day International – 14 St/Cedar Street – 12 St	Day International – 14 St/Cedar Street – 12 St/Grand Avenue – 12 St	Subject	Subject 20,000 – Growth	Subject 30,000 – Growth
GSF – Market Apartments	0 SF	0 SF	0 SF	0 SF	20,000 SF	20,000 SF	0 SF	0 SF	0 SF	0 SF	0 SF	0 SF
GSF – Parking Structure	341,873 SF	341,873 SF	341,873 SF	341,873 SF	377,000 SF	377,000 SF	0 SF	0 SF	0 SF	0 SF	0 SF	0 SF
GSF – Retail/Service	14,000 SF	14,000 SF	14,000 SF	14,000 SF	0 SF	0 SF	14,000 SF	14,000 SF	14,000 SF	0 SF	0 SF	0 SF
GSF – Community Center	50,000 SF	50,000 SF	50,000 SF	50,000 SF	50,000 SF	50,000 SF	50,000 SF	50,000 SF	50,000 SF	50,000 SF	50,000 SF	50,000 SF
GSF – Event	30,704 ESF	30,704 ESF	30,704 ESF	30,704 ESF	0 ESF	0 ESF	0 ESF	0 ESF	0 ESF	0 ESF	0 ESF	0 ESF
LF – Trail	685,331 LF	685,331 LF	685,331 LF	685,331 LF	433,124 LF	433,124 LF	467,764 LF	467,764 LF	467,764 LF	764,400 LF	764,400 LF	764,400 LF
Financial Goals to City Overview												
Annual Guildhall Ground Rent (Developer Control)	$0	$0	$0	$0	$300,000	10% Every 10 Years	$302,000	10% Every 10 Years	$767,252	$783,243	$767,252	$400,000	$400,000	$400,000
Annual Growth Rate	0.00%	0.00%	0.00%	0.00%	$1,500,000	$1,500,000	2.00%	$1,500,000	2.00%	2.00%	2.00%	2.75%	0.00%	0.00%
Annual Ground Rent (Developer Control) **	$1,449,780	$1,554,530	$1,554,530	$1,554,530	$1,500,000	$1,500,000	$2,428,457	Per Pro Forma	$1,479,999	$2,014,343	$1,438,880	$474,454	$489,000	$654,000
Annual Growth Rate	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	$0	0.00%	0.00%	0.00%	2.75%	0.00%	0.00%
Upfront Proceeds	$0	$0	$0	$0	$1,500,000	$1,500,000	$0	$0	$4,000,000	$1,000,000	$4,000,000	$0	$25,000,000	$0

** All future real estate tax proceeds are based on respondent provided estimates. All tax proceeds model inputs should be validated by the City of Hollywood. In all scenarios, real estate taxes are projected to increase at 2.000% annually.

FINANCIAL BENEFIT TO CITY NPV @ 5.00% [PF Term]												
City Present Value	$150,497,451	$154,148,994	$154,148,994	$161,110,254	$162,497,252	$168,896,628	$140,884,978	$150,884,978	$142,896,452	$71,858,322	$160,884,702	$96,114,676
Total Proceeds	$1,160,643,169	$1,264,795,532	$1,264,795,532	$1,311,795,532	$1,199,282,464	$1,176,457,532	$1,242,552,532	$1,242,557,532	$1,702,995,532	$826,747,442	$1,697,282,442	$967,282,442
FINANCIAL BENEFIT TO CITY NPV @ 5.00% [10 Years]												
City Present Value	$35,040,000	$35,170,000	$35,170,000	$43,110,000	$54,707,000	$54,707,000	$35,700,000	$35,700,000	$35,700,000	$14,000,000	$34,004,477	$18,000,754
Total Proceeds	$45,054,307	$45,950,704	$45,950,704	$50,950,704	$47,004,000	$47,004,000	$45,700,000	$45,707,000	$45,007,000	$23,170,000	$50,000,412	$34,707,412
FINANCIAL BENEFIT TO CITY NPV @ 5.00% [20 Years]												
City Present Value	$87,400,766	$87,950,710	$87,950,710	$94,954,770	$69,419,000	$69,477,000	$89,000,007	$87,400,766	$89,007,000	$39,554,045	$83,776,457	$50,007,407
Total Proceeds	$94,000,000	$99,000,401	$99,000,401	$103,000,401	$101,000,700	$104,000,700	$99,497,000	$94,040,000	$97,000,479	$50,007,741	$97,000,000	$69,400,400
FINANCIAL BENEFIT TO CITY NPV @ 5.00% [30 Years]												
City Present Value	$74,000,779	$74,400,001	$74,400,001	$80,100,200	$80,100,701	$80,101,041	$79,041,101	$77,707,000	$77,700,010	$40,000,070	$74,700,000	$44,004,000
FINANCIAL BENEFIT TO CITY TOTAL [NON-DISCOUNTED – 30 YEARS]												
Total Proceeds	$107,007,477	$140,100,470	$140,100,470	$147,170,077	$171,000,000	$170,400,000	$140,000,007	$140,010,011	$97,011,407	$100,000,704	$90,100,000	$70,000,000
Parking Notes	Parking at each Alumnus proposed by developer (2 parking garage, bathroom space + retail and retail/service) (No improvement/existing tenant) from Alumnus Group – 14 St (Cedar Street – 12 St) (Grand Avenue – 12 St) (Bel shuffle) payment to the city (replaces lost value of in the city (replaces lost value of Projected Tax Revenue has been adjusted to account for lost revenue from a assigned lock – factoring tax roll. Adjustment is assumed to be a loss of $36,714,477 using a roll rate of 5%).	Parking at each Alumnus proposed by developer (2 parking garage, bathroom space + retail and retail/service) (No improvement/existing tenant) from Christman Group (14 St) (Cedar Street – 12 St) (Grand Avenue – 12 St) (Bel shuffle) payment to the city (replaces lost value of in the city (replaces lost value of Projected Tax Revenue has been adjusted to account for lost revenue from a assigned lock – factoring tax roll. 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Phase 4: Partner Selection & Transaction Execution

Following the RFP evaluation, selection, and negotiation with the selected development partner(s), CBRE will work with the DDA and its counsel to craft a Letter of Intent (LOI) and/or an Exclusive Negotiation Agreement (ENA). The LOI and ENA will clearly explain and identify the key business terms and timing of negotiating binding transaction agreements. Additionally, these agreements will be robust enough such that the counterparty is required to escrow material earnest money and put capital at risk for performance related items and deadlines in the contract period.

Throughout the period governing the ENA and prior to financial close, CBRE will work with the DDA and its counsel to finalize the negotiations and transaction documents.

This process could take 60-90 days and documents could include:

- Ground Leases or User Agreements
- J/V Agreements
- Purchase and Sale Agreements
- Development and Operations Agreements

Throughout the period prior to financial close, CBRE will partner with the DDA in Board presentations, staff communication, and other stakeholder management tasks at the direction and discretion of the DDA on an as-needed basis. This may include in-person participation, drafting presentations or other documents/materials, and/or other tasks to support the DDA.

Sample recent public presentations prepared by CBRE for clients summarizing transaction status



Cuyahoga County Courthouse Developer Analysis



State of New Hampshire Offer Presentation



North County Transit District Developer Proposal Analysis



Broward County Headquarters Analysis

Compensation



Compensation Proposal

CBRE's compensation will take the form of a monthly retainer payable by the DDA of $12,000 for our services throughout the transaction planning and execution process which is anticipated to be 9-12 months.

In addition, CBRE will be paid a Success Fee by the selected Developer for Development Advisory Services, calculated on the Total Project Cost on a sliding scale as listed below. Total Project Cost (TPC) is defined as all hard and soft costs of the project including but not limited to: the value of the land plus infrastructure, design, and construction costs as proposed by Developer. The Success Fee is calculated on a cumulative basis and therefore charged per tranche (ie 2.25% on the first $20M of TPC plus 1.5% on the next $30M of TPC, etc).

SERVICE	PAID BY	AMOUNT	TIMING
Consulting services for marketing, RFP development and distribution, bid analysis and documentation	DDA	$12,000 / Month	Monthly upon notice to proceed
Transaction and development advisory brokerage	Developer	Per sliding scale listed below	30 days after execution of development agreement

SUCCESS FEE	TOTAL PROJECT COST TRANCHE
2.25%	$0 - $20 M
1.5%	$20 M - $50 M
1.00%	$50 M - $100 M
0.50%	$100 M or greater

The Developer shall pay the success fee within Thirty (30) days of execution of all purchase agreements between the DDA and the Developer. CBRE will specify the fee arrangement and payment terms in the RFP issued by CBRE on the DDAs behalf and stipulate that said fee is to be paid by the developer is a condition for consideration of the Developer's proposal to the DDA.

In the event that our Agreement or any particular engagement to provide the Services ends without a signed transaction, within 30 days of that ending, CBRE shall provide the DDA with a list of all parties with whom CBRE was engaged in active negotiations with respect to transactions for which fees could be earned under this Agreement. CBRE shall also provide the DDA with written evidence of such negotiations. If within one year after such expiration or termination date, the DDA enters into any agreement of sale, lease, sublease or other written agreement with a party on such list for which a fee would have been earned hereunder, CBRE shall earn the fee provided for under this Agreement to the same extent as if the Services had not expired or terminated. Upon the expiration of the one year period, CBRE may present to the DDA for its consideration an extension of the fee protection period for any existing transactions which remain active and imminent. The DDA shall not be obligated to extend such period, but the Parties shall negotiate in good faith a fair compensation arrangement for the work performed by CBRE (or its Subagents) prior to termination. This paragraph shall survive the termination or expiration of our Agreement.

Thank you.

CBRE

Anne Rahm

Midwest Regional Manager
CBRE Public Institutions & Education Solutions

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Paul Van Devender

Managing Director
CBRE Advisory & Transaction Services

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paul.vandevender@cbre.com

Explore our latest data, insights, and solutions to understand, and anticipate, and influence how we will work in the future.

www.cbre.com/thewayforward

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213 Hamilton Row
Birmingham, MI 48009

May 21, 2026

East Lansing Downtown Development Authority
Attn: Ms. Lori Mullins
East Lansing City Hall
410 Abbot Road
East Lansing, MI 48823

Dear Ms. Mullins:

Thank you for the opportunity to submit our qualifications for the Commercial Property Brokerage & Advisory Services assignment at 314, 328, 334, 340 and 344 Evergreen Ave. I want to be straightforward with you: we are hungry to get back to work on this project, and we believe we are the right team to get it across the finish line.

The termination of the purchase agreement a few months back was disappointing for all of us. It stung, and it still hurts. Both the Savills and East Lansing Downtown Development Authority teams invested significant time, energy, and resources into this assignment, and we were less than two weeks away from getting something done. But rather than walk away from it, we're still fired up and we're ready to get to work. That initial process made us better prepared for this second opportunity than we were for the first, and I genuinely believe that.

We came out of that process with something valuable: a clear-eyed understanding of this site, the developer pool, and exactly what it is going to take to close a transaction. The marketing materials are done, the data room is built, and our outreach list is ready to go. The amount of work that both teams put into this assignment does not have to be wasted. We are positioned to pick up where we left off and move faster and smarter this time around.

This is a special site in a special location, and it deserves a great project. I look forward to working closely with you and the DDA team to deliver an outcome the East Lansing community can be proud of. Please do not hesitate to reach out to me directly at any time.

Sincerely,

Peter McGrath, CCIM, SIOR

Managing Director

May 2026

savills

Proposal for :

Real Estate Advisory Services

Prepared for :

savills.us



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May 2026

Executive Summary

Ms. Lori Mullins
Downtown Development Authority Executive Director

I am pleased to submit the following response to the City of East Lansing's Downtown Development Authority (DDA) regarding our qualifications to provide Commercial Property Brokerage & Advisory Services for 314, 328, 334, 340 and 344 Evergreen Ave.

As a Managing Director for the Savills Detroit office, I want to thank the DDA for the continued confidence in our team. We are proud to re-submit our highly qualified team of real estate professionals—Dan Jacob, Emily Fisher, Jahiem Peake, Jackson Marchal, and myself for this important assignment.

Our team is uniquely positioned to serve the DDA on this engagement. Over the better part of two years, our team has worked diligently to secure a purchaser and developer for this property. We would welcome the opportunity to finish the work we started. Our experience gave our team an invaluable, ground-level understanding of the property, its challenges, and the buyer pool in this market. We know this site better than any other brokerage team—we have lived through the marketing process and navigated the complexities of this specific group of parcels.

Armed with that experience, we are prepared to move quickly, roll up our sleeves, and get back to work. We have concrete ideas for how to re-energize the marketing approach, refine the buyer qualification process, and get a deal across the finish line. We will not be starting from scratch—we will be starting ahead.

On behalf of all the professionals at Savills, I thank you for reviewing our proposal and look forward to delivering a successful outcome for the DDA and the City of East Lansing.

Sincerely,



Peter McGrath, CCIM, SIOR

Commitment to the Public Sector is a Savills Core Value

Savills has an understanding of the public sector at all levels of government, having successfully completed approximately 2,000 projects totaling more than 48 million SF over the past decade. The following are just a few of our public sector clients.

Public Lighting Authority

1. Details on Proposing Firm

At Savills, we help organizations find the solutions that ensure project success. Sharply skilled and fiercely dedicated, our integrated teams of consultants and brokers are experts in better real estate.

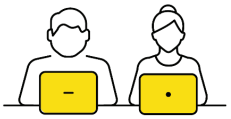
Savills is one of the world's largest real estate firms. Established in 1855, we now operate from approximately 700 owned and associate offices, employing more than 40,000 people in over 70 countries. Our international reach and experience are complemented by an intimate knowledge of local markets and trends and—above all—an overriding focus on premium client service. The firm's worldwide coverage is structured for seamless cross-border collaboration to ensure our clients receive the same high-caliber service everywhere they do business.

Pioneered the U.S. tenant representation business model

1954

42 K+

Global employees



77

Offices in North America

Deep global experience since



1855

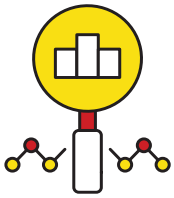
Global offices in 70+ countries



700+

2025 annual revenue of

$3.4B





15+

Services focused on the occupier

Global Commercial Reach

Savills plc. is a corporation, headquartered in London, United Kingdom. In North America, the company operates as Savills Inc. (Savills NA), headquartered in New York, New York.

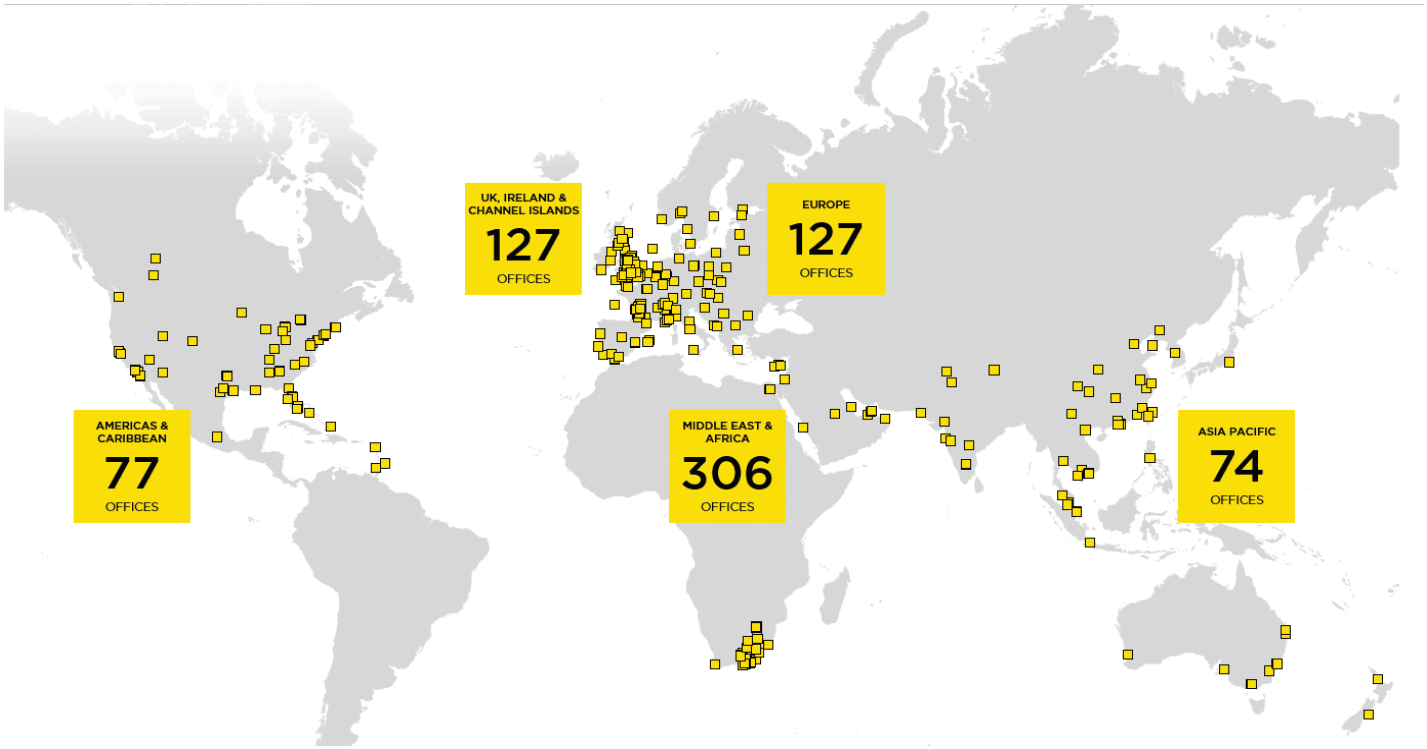
Our scale gives us wide-ranging industry and local market knowledge. Supported by high-quality market research and in-depth analysis, we take pride in providing best-in-class advice as we help businesses and institutions make better real estate decisions.

In North America, Savills Inc. is the leading commercial real estate services firm specializing in tenant and occupier representation. Founded in 1954, the firm's U.S. operations pioneered the occupier-centric business model of representing only tenants in their commercial real estate transactions.

Our global team is committed to maintaining a nimble, responsive approach to service with our unique, flat management structure. With an entrepreneurial spirit and innovative environment, our top professionals continually seek out fresh opportunities that help our clients solve their multi-faceted real estate issues and amplify the power of their people.

Full Suite of Integrated Services

- Tenant Representation
- Strategic Consulting
- Project Management
- Workforce and Incentives Strategy
- Workplace Strategy and Occupant Experience
- Portfolio Solutions
- Client Technology Solutions
- Capital Markets



2. Qualifications and Experience
Proposed Project Team

savills

Your Team



Peter McGrath
Managing Director
Project Lead &
Single Point of Contact



Dan Jacob
Managing Director
Development Advisory



Emily Fisher
Project Associate
Creative Lead



Jahiem Peake
Associate
Partnerships Lead



Jackson Marchal
Associate
Financial Analyst

Qualifications & Experience



Peter McGrath, CCIM, SIOR

- Pete will serve as the Single Point of Contact for DDA as well as the quarterback for the Savills team. Pete brings over 10 years of commercial real estate experience to the table and started his career as an analyst. Pete's data-driven approach will provide clarity to the DDA and its stakeholders and ensure a successful outcome at the negotiating table.



Dan Jacob

- Dan serves as a Managing Director in Savills Detroit office and is a 32-year veteran of Metro Detroit's real estate community. Dan's expertise lies in off-market opportunities, assembling land, and bringing developers and tenants together to make projects go from the drawing board to reality. Dan's deep bench of experience and contacts will provide significant value to DDA's stakeholders.



Emily Fisher

- Emily serves as a Project Associate in Savills Detroit office and has over 6 years of commercial real estate experience. Emily serves as the creative and marketing expert for the team, and will assist with project support, graphic design, mapping, and other creative content on an as needed basis.



Jahiem Peake

- Jahiem serves as a Broker in Savills Detroit office and is an emerging real estate professional with a focus on business development. Jahiem will play an active role in identifying and cultivating relationships with prospective developers and buyers for the Evergreen Ave. site, leveraging his energy and drive to expand the pool of qualified interest in this opportunity.



Jackson Marchal

- Jackson serves as a Financial Analyst in Savills Detroit office, having joined the firm after completing his degree at the University of Michigan. Jackson will be responsible for the financial analytics and general market research related to the project.

Success Story

CLIENT

MeansGroup INC

LOCATION(S)
Downtown Detroit

INDUSTRY
Hospitality

SERVICES PROVIDED
Capital Markets

SIZE/VALUE
$70,000,000

Challenge

Means Group owned 600 W Lafayette, an Albert Kahn designed building that was initially designed as WWJ's Radio Station and TV Studio. While a few small tenants were in the building, ownership wanted to redevelop the property to capture the growing market in Downtown Detroit. The building's complicated layout and complex rent roll created many issues for traditional office developers in Downtown Detroit.

Solution

The team marketed the building to numerous investors and toured everyone that wanted to see the property to elicit feedback. While the building's layout was difficult for many office and multi-family developers, the team quickly realized that the building's large studios and vacant parking lot were ideal for a hotel development. The marketing efforts pivoted quickly, and a joint venture was struck with a hotel development group to build Detroit's first Cambria Hotel.

Results

Today, Cambria Hotel represents one of the first ground-up hotels in Downtown Detroit in over a decade. 158 rooms were built from the ground up, while the art deco building is still intact as amenity space—including multiple restaurants and a Five Iron Golf, a client we also represented. The creative adaptive re-use represents a great win for this section of Downtown Detroit—bringing street traffic and vibrancy to the area.



Experience, Expertise, & Results

The following principles enable our competitive advantage in the marketplace:

1 Heritage of Occupier Representation

As the commercial real estate firm that invented occupier & government advocacy and being solely focused on occupiers and users, we concentrate our efforts on evaluating complex issues to develop solutions that meet our clients' needs.

2 Highest Quality Professionals

Savills has the best people in the business. Our advisors and consultants leverage skills accumulated over years of understanding and serving unique client needs. the DDA will benefit from advisory expertise of the best talent within our organization.

3 Specialization

Savills focuses on delivering the best service and results for a select group of clients. We focus on the markets where our personnel, skill sets, expertise, value-added services and resources are best suited.

4 Tailored Approach

One size does not fit all. We take a custom-tailored approach to each client project. During the initial consultingphase, we will work with the DDA to clarify and define objectives, processes and key performance indicators, recognizing that each client requirement is unique.

5 Quality Assurance

We employ best-in-class tools and methods to deliver quality work in our quality work. Independent reviews by our quality control team coupled with separate review by executive management ensures top client service at all times.



References

1. Client Name: City of Dearborn Title: Director of Economic Development

   Client Contact: Jordan Twardy E-mail: jtwardy@dearborn.gov

   Contact Phone Number: (313) 542 5186

2. Client Name: City of Wixom Title: Assistant City Manager & Director of Economic Development

   Client Contact: Drew Benson E-mail: dbenson@wixomgov.org

   Contact Phone Number: (248) 624 3280

3. Client Name: Detroit Wayne Integrated Health Network

   Title: Vice President, Government Affairs and Chief of Staff

   Client Contact: Brooke Blackwell E-mail: bblackwell@dwihn.org

   Contact Phone Number: (313) 580 2101

4. Client Name: Detroit Public Lighting Authority Title: Chief Administrative Officer

   Client Contact: Maria Brown E-mail: mbrown@pladetroit.org

   Contact Phone Number: (313) 307 5770

3. Context & Approach to Marketing for Desired Outcomes

What methods do you intend to employ to market the property?

Having previously brought this property under contract, the Savills team enters this second engagement with a significant advantage: we have already tested the market, identified the most qualified buyer segments, and learned firsthand where additional preparation and outreach can strengthen the outcome. Our marketing approach this cycle will be more targeted and better informed than previous efforts.

I. Existing Interested Parties

Perhaps the single greatest advantage Savills brings to this second engagement is our existing, documented knowledge of the buyer pool. Our team retains a comprehensive list of every developer, investor, and broker group engaged during the prior marketing cycle—those who reached out, those who submitted interest, and those who ultimately passed.

We will conduct direct, personalized outreach to these previously engaged parties immediately upon launch, re-introducing the opportunity with a refreshed narrative. This head start eliminates weeks of cold prospecting and allows us to re-engage qualified parties who already have a baseline familiarity with the site, compressing the timeline and increasing the likelihood of a successful outcome.

II. Digital & Listing Platforms

The property will be listed across Savills' proprietary internal network as well as the three leading commercial real estate listing platforms: CoStar, LoopNet, and Crexi. These platforms provide national and international reach to qualified developers, investors, and brokers who are actively seeking infill development opportunities.

III. Direct Developer Outreach

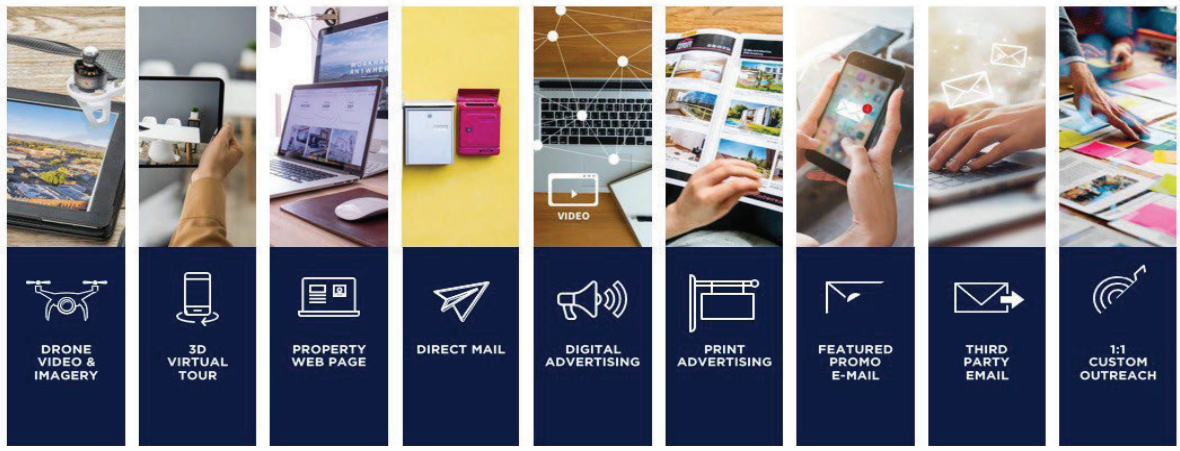
Our most important marketing tool is our existing relationships. In addition to personalized outreach to every developer and investor we engaged during the first marketing cycle, our team will reach out to new prospects identified through our expanded research. We know which groups reviewed the property, which submitted interest, and which walked away. More importantly, we know why. We will use that intelligence to refine our outreach and re-engage the right parties with a stronger, better-prepared pitch.

IV. Reserved Party Outreach

The previous Listing Agreement identifies thirteen Reserved Parties, several of whom represent highly credible development groups with a demonstrated interest in this market. Our team will conduct targeted outreach to these parties early in the process to assess current appetite and ensure no qualified buyer is overlooked.

V. Savills Global Network

The property will be published to Savills' global network of brokers and advisors across 44 North American offices and 700+ offices worldwide. This broad distribution ensures the opportunity reaches developers and capital sources well beyond the Michigan market.



VI. Print & Digital Collateral

Unlike competing firms responding to this RFP, the Savills team is not starting from zero. Having previously marketed this property, we already have a fully completed marketing package in hand — including a professional Offering Memorandum, drone video, aerial imagery, etc. These materials are polished, DDA-approved, and ready for immediate deployment upon authorization to proceed. This is a meaningful advantage: while other firms would spend the first several weeks of their engagement producing these materials, we can launch on day one.

VII. Direct Mail & Email Campaigns

With our existing marketing infrastructure already built and our distribution lists established from the prior campaign, we are positioned to execute a targeted outreach campaign immediately upon re-launch. We will deploy a multi-channel campaign — including featured promotional emails through Savills' platform and customized 1:1 outreach to high-priority prospects — to a curated list of developers, investors, and brokers with active interest in Michigan infill and mixed-use development. The groundwork has already been laid; we are simply turning the switch back on with the benefit of previous experience.

VIII. Condominium-Specific Developer Outreach

As we learned from the previous efforts marketing this property, we believe the for-sale condominium use case is underexplored for this site. The use case makes sense from a market perspective, and the East Lansing DDA seemed on-board with the use. We will conduct dedicated outreach to boutique condo developers in our network who have expressed interest in East Lansing and comparable college-town markets.

IX. Community & Stakeholder Engagement

Given the public nature of this disposition, we will work closely with the DDA to engage community stakeholders early and transparently. Our experience from the prior cycle demonstrated that community alignment is not a final step — it is an ongoing process that must be woven into the marketing effort from the outset. In particular, we would welcome a better understanding of what uses and project types are simply "non-starters" for the community.

Sample Marketing Timeline

Phase 1 – Weeks 1-2 | Pre-Marketing & Launch (partially complete already)

- Offering Memorandum in hand (complete)
- Drone video complete (complete)
- Data room built (complete)
- Buyer list compiled (partially complete)
- DDA objectives discussed
- Due diligence package re-assembled

Phase 2 — Weeks 2–4 Campaign Launch & Direct Outreach

- Re-engage prior buyer list
- Reserved party outreach
- CoStar / LoopNet / Crexi listings live
- Savills global network distribution
- Email & direct mail campaign
- DDA objectives confirmed

Phase 3 — Weeks 4–8 Q&A & Proposal Period

- Developer calls & conversations
- Confidentiality agreements executed
- Condo developer outreach
- Pre-proposal Q&A sessions
- Call for offers

Phase 4 — Weeks 9–12 Proposal Review & Shortlisting

- Offer comparisons
- Financial & risk analysis
- Developer vetting
- DDA presentation & recommendation

Sample Marketing Timeline Continued

Phase 5 – Weeks 13–16 Finalist Interviews & Best & Final Offers

- Finalist presentations
- Best & final offers solicited
- Community stakeholder briefing
- DDA governing body approval

Phase 6 – Weeks 17–26 Negotiation & DDA Approval Process

- Term sheet negotiation
- Purchase & sale agreement drafting
- DDA board review
- Community input period
- Municipal authorization

Phase 7 – Weeks 27–52 | Through month 12 Due Diligence Management & Closing

- Active due diligence monitoring
- Regular buyer check-ins
- Issue resolution
- Development agreement execution
- Closing



3 a Property Narrative

314, 328, 334, 340 and 344 Evergreen Ave.

314, 328, 334, 340 and 344 Evergreen Ave. offer just over one acre of developable land in Downtown East Lansing. Having previously held this property under contract, our team has firsthand knowledge of how developers evaluate this site, where their concerns lie, and how to position the opportunity more effectively in this second cycle. That experience is invaluable, and it directly informs our approach going forward.

What We Learned:
Our prior marketing effort generated meaningful developer interest and produced a contract. It also produced candid feedback that we have taken seriously. Two themes emerged consistently from the developer community. First, several groups felt the site was not large enough on its own and expressed interest in assembling additional land to create a more substantial development opportunity. Second, developers were informed that student housing is not a likely permitted use on this site. For groups accustomed to underwriting college-town projects on the back of student demand, this was a significant constraint that caused some to disengage. These are not fatal issues. They are simply filters. They tell us exactly who the right developer is for this site, and they allow us to focus our outreach accordingly.

The Right Developer for This Site:
The ideal buyer for this property is an experienced developer with a track record in for-sale residential or boutique mixed-use projects in urban, amenity-rich environments. The student housing restriction strengthens the case for a condominium-focused developer (unless directed otherwise), as the target buyer pool for a condo project here is not students at all. It is the deep and underserved market of MSU faculty, university administrators, medical professionals, empty nesters, and young professionals who want to own in a walkable, vibrant downtown setting.

Location and the MSU Adjacency:
The single most compelling attribute of this site is its location directly across the street from Michigan State University. This is not a college-town-adjacent location or a property within walking distance of campus. This site sits at the front door of one of the largest universities in the United States, with all of the economic activity, institutional stability, and built-in demand that entails. For a condo developer, that adjacency is a marketing asset of the highest order. The MSU community represents a large, financially qualified, and place-attached buyer pool that has very few for-sale ownership options in this immediate area. A well-designed, well-priced condo project on this site would have a natural and motivated audience from day one.

Combined with immediate access to Grand River Ave.'s retail and dining corridor and the broader amenities of Downtown East Lansing, the location fundamentals for a boutique condo project are as strong as they come in this market.

4. Compensation
Proposed Fee Structure

Savills also recognizes that while achieving a strong sale price is a good outcome for the City and its DDA, the key priority for the DDA and its stakeholders is a quality long-term project that contributes to the positive momentum in Downtown East Lansing. We understand that the DDA may elect to prioritize the caliber of the developer and the quality of the proposed project over maximizing the sale price — and our compensation structure is designed to support that flexibility. Moreover, we recognize that that the DDA can reject any and all offers for any reason whatsoever.

Once again, Savills will not seek a commission from the City of East Lansing unless a transaction is completed, this is a purely success-based compensation model. We expect to sell the property to a capable developer, along with a DDA-favorable development agreement, including a potential reverter clause if key performance metrics are not met.

Per the terms of our previously executed Listing Agreement, Savills proposes the following compensation structure:

For any transaction in which the gross sales price exceeds $2,000,000, Savills will be compensated at a rate of five percent (5.00%) of the gross sales price. For any transaction in which the gross sales price is $2,000,000 or less — or in the event the property is sold to a Reserved Party as identified in the Listing Agreement — Savills will be compensated a flat fee of $100,000. All fees shall be paid in full at the closing of the transaction.

This structure ensures that Savills remains fully aligned with the DDA's goal of securing the right developer at the right price, without compromising on the quality of the long-term outcome for the East Lansing community.

5. Time of Performance

Given the complexity and public nature of this assignment, Savills is requesting an appointment of one (1) year to market and sell the property to an approved developer. While we believe the property will gain traction in the marketplace relatively quickly, it will take a significant amount of time and effort to move from an accepted offer to a fully executed transaction.

Overcoming objections in an environment where many stakeholders are involved takes dedication, hard work, and most importantly, time. We plan to commit this time and energy to ensuring a successful outcome for the DDA, the City of East Lansing, and the developer that ultimately wins the project. We also want to respectfully acknowledge that the DDA operates within a structured and thorough public approval process—one that, by its very nature, requires multiple layers of review, community input, and governing body authorization before key decisions can be advanced.

We view this not as an obstacle, but as an important feature of a transparent, accountable public disposition process. Our team has experience working within similar municipal frameworks and we understand that patience, clear communication, and proactive planning around approval timelines are essential to keeping a transaction on track.

With this in mind, the one-year appointment is not simply about marketing time—it is about providing sufficient runway for the full arc of the process: from initial developer outreach and proposal evaluation, through DDA review and community engagement, to final approval and a signed purchase agreement. We want to ensure that neither the DDA nor the selected developer ever feels rushed into a decision, and that the process reflects the level of care and deliberation that the East Lansing community deserves.

Savills is committed to working within the DDA's timeline and approval structure, and we will proactively build those milestones into our project schedule from day one.



Appendix A: Full Bios

Peter McGrath

Managing Director

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+1 313 920 8186



EDUCATION

John Carroll University
B.A., History

Wayne State University
M.A., History

University of Michigan
MUP, Urban and Regional Planning, Certificate in Real Estate Development

SPECIALTIES

- Government
- Industrial
- Nonprofits & Associations
- Legal

Professional Expertise

Peter McGrath is Managing Director in Savills Detroit office, where he specializes in representing local and national office and industrial occupiers, assisting with lease renewals, relocations, acquisitions and dispositions. He has implemented portfolio strategies for large multimarket organizations, helping them optimize operations while rightsizing their occupancy costs with his strong background in research and analysis. While he works with both local and global companies, he has acquired an in-depth understanding of Metro Detroit's real estate market, with a focus on Downtown Detroit.

Peter joined Savills in 2019 after five-plus years with Colliers International, where he was recognized with the firm's Rising Star Award for his work representing clients in the automotive, legal, nonprofit, professional services and government sectors in lease negotiations for office and industrial space.

Awards, Achievements and Activities

Peter is an active member of several community organizations, including serving as Co-Chair of the Young Professionals Committee of the Crohn's and Colitis Foundation, and as the Detroit Chapter President of the John Carroll Alumni Association. He is a board member of the Michigan Irish Chamber of Commerce and a member of the Detroit Athletic Club.

Dan Jacob

Managing Director

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+1 313 474 5183



EDUCATION

Central Michigan University
Landmark Education Leadership Program

SPECIALTIES

- Retail
- Office
- Investments
- Industrial

KEY CLIENTS

- Starbucks
- Panaera Bread
- Fidelity Investments
- Art Van Furniture

Professional Expertise

Daniel T. Jacob is Managing Director in Savills Detroit office. He possesses more than 30 years in marketing and business development experience and has a deep understanding of market trends and research to support well-informed real estate decisions.

Daniel has extensive experience in all disciplines of real estate. He has successfully completed several real estate developments, specializing in mixed use, urban redevelopment, neighborhood, lifestyle, big box shopping centers, and free-standing retail. Daniel has successfully completed several tenant rep-assignments with such clients as Starbucks, Panera Bread, Chuck E. Cheese and Fidelity Investments. He also led the disposition of former K-Mart properties and the Art Van Furniture chain.

Prior to joining Savills, he was instrumental in creating a retail department for some of Detroit's largest real estate firms such as Grubb & Ellis, Signature & Associates, Oncor, and Cushman & Wakefield.

Daniel has worked on re-developing and re-tenanting several regional malls. He has worked closely with planners and architects. He has been invited to participate in charrettes with Andres Duany & the Gibbs Planning Group.

Daniel has spent the last seven years diversifying into office, industrial investments sales and leasing.

Awards, Achievements and Activities

Dan has completed several leadership programs with Landmark Forum, a breakthrough in transforming ways of learning and leadership that is extremely impactful in all aspects of life.

As a long-time member of the International Council of Shopping Centers (ICSC), Daniel has been a featured speaker and panelist at numerous industry events throughout his career.

Emily Fisher

Project Associate

efisher@savills.us
+1 313 474 5174



EDUCATION

Wayne State University
B.A., Business Administration, Marketing

SPECIALTIES

- Client Services
- Client Engagement
- Transaction Management
- Marketing Support

Professional Expertise

Emily Fisher is a highly skilled Project Associate with Savills in Detroit, bringing a unique blend of industry insight and strategic expertise to tenant advisory and transaction services. Emily joined Savills in 2019 after graduating from Wayne State University. With a strong background in the automotive sector, Emily leverages her analytical and project management skills to deliver exceptional value to clients.

Since joining Savills, she has become a crucial member of the team, leading the preparation and coordination of proposals, presentations, and contracts while providing insightful market research support. Emily's dedication and commitment to client success make her an invaluable an invaluable asset in optimizing transaction processes.

Awards, Achievements and Activities

Emily is a licensed real estate agent in the State of Michigan. Outside of the office, Emily lends her time to several local nonprofits including the Kiefer Foundation, Rhonda Walker Foundation, and the Spirit of Alexandria Foundation and is a member of the Detroit Athletic Club.

Jahiem Peake

Associate

jpeake@savills.us

+1 313 474 5178



EDUCATION

John Carroll University
B.A. Sports Leadership

SPECIALTIES

- Site Selection
- Lease Negotiations
- Long-term Occupancy Strategy

Professional Expertise

As a Tenant Representation Broker at Savills, Jahiem advises companies on strategic real estate decisions, including site selection, lease negotiations, and long-term occupancy strategy. He brings a competitive, results-driven mindset to commercial real estate, shaped by his background in professional sports, high-level sales, and leadership.

Prior to joining Savills, he was a Business Development Account Executive with the Detroit Lions, where he generated $1.8M in revenue during his first season. In this role, he worked directly with corporate decision-makers, developing new business relationships and delivering strategic solutions in a highly competitive environment. This experience strengthened his ability to prospect, negotiate, and represent clients at a high level; skills he now applies to advocating for tenants in complex commercial real estate transactions. He developed his leadership foundation at John Carroll University, where he was an All-American football player and Team Captain. Competing at the national level and leading his teammates instilled discipline, accountability, and resilience qualities that continue to define his professional approach.

Today, he leverages his experience in professional sports, revenue generation, and leadership to represent tenants with a relentless focus on execution and results. His goal is to help organizations make informed real estate decisions that align with their operational needs and long-term business objectives

Awards, Achievements and Activities

Jahiem serves on the President's Council at St. Vincent–St. Mary High School, where he works alongside institutional leadership to support strategic initiatives and strengthen alumni engagement. This role reflects his ongoing commitment to leadership, service, and organizational growth.

Jackson Marchal

Financial Analyst

jmarchal@savills.us
+1 313 474 5169



EDUCATION
University of Michigan
B.A. International Studies

SPECIALTIES
- Financial Analysis
- Market Research
- Lease Analysis
- Transaction Support

Professional Expertise

As a Financial Analyst at Savills, Jackson Marchal supports clients with strategic real estate analysis and financial insight across a variety of commercial real estate assignments. His work includes market analysis, financial modeling, lease evaluation, and supporting transaction strategies that align with clients' operational and long-term business objectives. Jackson brings a detail-oriented and analytical approach to every assignment, helping organizations make informed real estate decisions in competitive market environments.

Prior to joining Savills in 2026, Jackson gained valuable industry experience through an internship with a real estate development company, where he assisted with development analysis, market research, and project evaluation. This experience strengthened his understanding of the commercial real estate landscape and further developed his financial and problem-solving capabilities. Jackson earned his Bachelor of Arts in International Studies from the University of Michigan, along with a minor in Entrepreneurship, providing him with a strong foundation in business strategy, economics, and global market perspectives.

Awards, Achievements and Activities

Jackson is a licensed real estate professional in the State of Michigan and remains committed to continued professional growth within the commercial real estate industry. His background in analytical research, financial evaluation, and client-focused strategy supports his ability to contribute effectively to complex real estate transactions and advisory assignments.

Contacts

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Downtown Development Authority

AGENDA ITEM REPORT

To:	Downtown Development Authority
Subject:	Request to reduce scope of contract for Ann Street Plaza Vehicular Landscape Barrier Design Project and request for funding to support the related Downtown Events Hydraulic Bollard Project
Meeting:	Downtown Development Authority - 28 May 2026
Department:	Downtown Development Agenda Group
Staff Contact:	Lori Mullins, Downtown Development Authority Executive Director

BACKGROUND INFORMATION:

Staff is requesting that the DDA board authorize staff to issue a notice of contract termination to Giffles Webster as allowed per the contract and allocate $9,100 from contract services to finalize the scope of work through a contract between the City of East Lansing and their selected bidder.

At the DDA meeting held on September 2025, the DDA Board approved a contract with Giffels Webster Engineers, Inc for design services for the Ann Street Plaza Vehicular Landscape Barrier Project in the amount of $15,840. The design work is necessary to move forward with implementation of the Downtown Street Closure and Barricade System Planning report prepared by Thornton Tomasetti.

Work on the Giffels-Webster contract proceeded through concept design, design development and into construction documents, at which time the consultant requested an increase to the contract amount by $8,800 for necessary survey work and scope adjustments. The requested addition would take the total design cost for the project to $24,640. Terminating the contract now, and paying for work to date will result in a total expenditure on this contract of approximately $15,000.

The City's Department of Public Works has received bids for the Downtown Events Hydraulic Bollards Project, which is also related to implementation of the Downtown Street Closure and Barricade System Planning Report prepared by Thornton Tomasetti. During review of bids for the hydraulic bollard design, it was determined that the Ann Street Plaza Vehicular Landscape Barrier Project could be combined with the Downtown Events Hydraulic Bollards Project.

Combining the projects will provide for better efficiency and project management by developing just one set of plans and specifications, one bidding, one construction administration, coordination of scheduling the construction projects as one, and other advantages to the City. The selected bidder for the Hydraulic Bollard Project has provided a proposal amendment, requesting $9,100 to complete the DDA project as part of their work.

FINANCIAL IMPACT:

Approximately $540 is anticipated to be saved by declining the request for contract increase and having professional services completed by alternate contractor. There is also potential for significant savings on the construction costs by coordinating the two projects.

STRATEGIC PRIORITIES:

Safety in the Downtown

RECOMMENDATION:

Below is a motion for the board's consideration.

Move to authorize staff to issue a notice of contract termination regarding the Ann Street Plaza Vehicular Landscape Barrier Design project and allocate $9,100 from contract services to finalize the scope of work through a contract between the City of East Lansing and their selected bidder.

Department of Planning,
Building & Development

STAFF REPORT

Address	401, 421, 427 E. Grand River Avenue
Applicant	Harbor Bay Ventures
Zoning	B3 City Center Commercial District
Type of Case	Site Plan (12 story multi-family & 1st floor Commercial)
Staff person	Alycia Reiten
CASE Number	PSUP26-0001
PC hearing date	May 13, 2026
CC review date	

Overview

- The applicant request is to construct a 12-story mixed use development consisting of one- two- and three- bedroom multi-family dwellings, with ground floor commercial space. The property is zoned B3 City Center Commercial Business District.
- The zoning district allows multi-family dwelling units with three or fewer bedrooms per dwelling unit above the first floor, provided that one or more principal uses allowed in the district are located on the first floor, up to eight (8) stories.
- The proposed project includes mass timber construction and targets LEED Gold certification. Mass timber allows for two additional stories by right above eight (8) stories. LEED Gold allows for two additional stories by right above eight (8) stories. These incentives apply to the entire building.

Existing Conditions

- The site consists of .7 acres (30,558 sf).
- The site is an existing multi-lot, single ownership building strip which houses the existing Student Book store, former Starbucks and a former restaurant.
- The applicant is the developer partner of the owner.

B3 City Center Commercial District

Sec. 50-591. - Purpose.

The purpose of this district is to provide for a wide range of commercial and high-density residential land uses designed to serve the residents and shoppers of the East Lansing City Center. Because of its proximity to the Michigan State University campus and nearby residential neighborhoods, a major characteristic of the City Center is its intense core of pedestrian activity. This activity helps to create a unique social environment where people can gather and enjoy the festive atmosphere of a university downtown, attractive landscaping and greenery, and the diversity of retail shops. The provisions of this district are intended to encourage the planned development of pedestrian amenities and public and private open space and closely regulate the need for direct automobile access to each establishment. Also important in the future development of the City Center is the concept of mixed-use development promoted by this district and the East Lansing Comprehensive Plan. Mixed-use development for purposes of this district is defined as the combination of

commercial and residential land uses within the same building. Since the City Center contains only limited geographic area for expansion, intensifying development through a mixture of uses within the same building is of major importance to the city's efforts to expand the tax base and broaden the housing and shopping opportunities available in the City Center.

Future Land Use (Comprehensive Plan)
The 2018 Comprehensive Plan designates this site as M-4 Mixed Use. This future land use category is shown on the future land use map primarily in the core downtown area and East Village where there is a mix of single-family and multi-plex rental properties and commercial buildings ranging from one (1) story to eight (8) stories. The core downtown also has new mixed-use buildings that have both residential renter and owner-occupied units. The category allows for mixed-use buildings with a minimum height of four (4) stories or sixty-four (64) feet and eight (8) stories or one hundred and twenty-eight (128) feet by right or ten (10) stories or one hundred and forty (140) feet with a bonus.

The intent of this land use category is to increase the housing options and commercial retail and office space in these areas. More specifically, diversify the population cohorts living in the area, draw major employment industries to the community and provide opportunities for key services such as a grocery store, urgent care facility and other such basic services within walking distance from many of the city's urban neighborhoods. In addition, produce quality public realms that feel safe, welcoming and are designed with environmentally responsible features such as pervious paving, shade trees and rain gardens.

The Mixed-Use 4 Category is most analogous to the B3, City Center Commercial Zoning District. As it suggests, property under this category should be occupied by a wide range of shops, offices and services uses including hotels in conjunction with residential uses often contained within the same building. Building heights of ten (10) stories are recommended within the Mixed-Use 4 Category whereas the B3 District allows an increase in stories up to one hundred and forty (140) feet by special use permit and upon three-fourths affirmative vote of all members of the city council. On-site parking in the B3 District requires specific approval by the Planning Commission. The East Village Zoning District is somewhat similar to the Mixed-Use 4 Category in that at least 50 percent of the first floor of each building must be devoted to retail uses.

Zoning
- B3 City Center Commercial District.
- In the B3 District, multi-family dwelling units with three or fewer bedrooms per dwelling unit are permitted above the first floor provided that one or more principal uses allowed in the district are located on the first floor. This is subject to Site Plan approval by the City Council with a recommendation by the Planning Commission.

Surrounding Land Uses

North: Division Street Garage – B3 City Center Commercial District
South: MSU – University District
West: Jackson National Life Insurance Company – B3 City Center Commercial District
East: State News building includes Detroit Wing Co & Panda Express – B3 City Center Commercial District





Building and Proposed Use

- The proposed building is a 12-story building, 139'9" tall, mass timber building with a gross floor area of 316,683 sf.
- The proposed mass timber construction and LEED Gold certification allows the building to go up to 12 stories, subject to site plan approval. LEED Gold precertification will be required prior to the city council vote.
- The proposed building height exceeds maximum allowable height of 112 feet; however, the two incentives of mass timber construction and LEED Gold allow for the excess height.

Sec. 50-593. - Development standards
(g) Maximum building and ground coverage. The percentage of total site area allowed to be covered shall be determined according to the following schedule:

Base Ratio	**Base Allotment**	**Maximum Permitted**
Building coverage	80% + (*)	= 100%
Ground coverage	85% + (*)	= 100%

*Bonus allotments of building and ground coverage may be granted, provided that, the proposed use, its site or its relationship to adjacent properties incorporates certain architectural or site design features which allow for public or private open space, free movement of pedestrian traffic, abundant light and air, interior community space and other related elements. Qualifying features may include, but are not limited to, atriums, arcades, enclosed walkways, rooftop gardens, landscaped areas, plazas, and outdoor dining areas.

_____

(3) For buildings and sites where the principal use is a combination of any commercial use identified in section 50-592 and housing, bonus coverage shall be allocated on the basis of five square feet of added building and ground coverage for every one square foot of site area occupied by qualifying features.

The proposal includes ~1556 square feet of outdoor dining area which is a qualifying feature to utilize the bonus allotments of building and ground coverage of 100%.

- A qualifying feature shall be no less than 445.3 square feet to allow 100% building coverage and no less than 750 square feet to allow 100% lot coverage should the qualifying outdoor dining be eliminated.

- The building includes 296 efficiency-, one-, two- and three-bedroom units with an occupancy of 748 for the residential units. The applicant's memo and "alternate" floor

plans show four-bedroom units which are not permitted by right or by special use in the B3 zone district.
- The drawings show two restaurants and an undefined amenity space on the first floor. The first floor also shows the residential lobby access from Charles Street, two stairwells and one set of elevators (the type of elevator is not defined (ex. freight)).
- The second-floor plan shows 16 residential units with a large amenity area and terrace space. The amenity area states residential library and leasing office with final layout provided with permit drawings. There is also a terrace space of 4,607 square feet but *no access to the terrace is apparent. There is a reference on the elevation to a glass railing but no details are provided for the proposed railing.*.
- *Artwork meeting the public art requirement of Sec. 50-38(6) has not yet been defined.*

Entrance
- The main entrance to the residential areas of the building is from Charles Street through a residential lobby. Stairs and elevators are provided. *The type of elevator is not defined (ex. freight).*

Parking
- New parking is prohibited in the B3 district and no parking is proposed for this project.
- Section 50-820(1) requires 306 parking spaces. The proposal provides for 348 bike parking spaces.

Lighting
- *Cutoff angle of light fixtures is not shown.*
- *The fixture heights are not shown.*
- Section 50-155: Exterior Lighting and must be finalized prior to the issuance of building permits.

Landscaping
- The proposal includes the minimum six street trees along E. Grand River Avenue. *One (1) additional street tree is required along Charles Street* and will need to be included if approved. *A mixture of approved street trees is preferred. There are also spacing requirements which need to be depicted in the drawings. Additionally, the two closest to the intersection may be too close and there may not be enough soil volume to support two large trees.*

Traffic
- A traffic study has been submitted. The engineering department has been working through the city's third-party traffic consultant reviewing the drawings and providing comments. The latest comments received from the customer on May 5, 2026 have not yet been reviewed by staff or the city's traffic consultant due to the timing of the writing of this report.

Stormwater Detention:

- The size of the site does not meet the threshold to be subject to the City's stormwater requirements. The minimum size to trigger stormwater requirements is 1 acre, however the applicant has listed on their drawings that an interior stormwater detention / holding area will be provided for runoff mitigation. Stormwater calculations have not been provided to show what amount of stormwater can be detained in this holding area.
- A detailed soil erosion control plan is required.

Signs

- Wall signage is depicted in renderings with dimensional details. A detail sheet is also provided but additional information related to the height of the proposed signs from grade is needed. Signage will require a building permit and will be subject to the requirements of Chapter 32: Signs.

Art Requirement

- The applicant states that the requirement will be met but has not yet provided details.

Other Applicable Local Ordinances and State and Federal Regulations

- Prior to the approval of final plans and the issuance of any construction permits, the final plans will have to comply with all applicable local construction standards and specifications.

Review by Other Departments or Agencies

The Planning Department routed a copy of the proposal to the Fire, Police, Building and Engineering Departments. A summary of each of the department comments is listed below. The full comments from each department are included in the agenda packet.

- The Building Department listed concerns with the site plan including the alley width at the loading dock and trash pickup location as well as turning radius; a life safety plan; with travel distances to egress/exits for all floors; turning radius for the fire department; mechanical hood vent discharge plan for first floor spaces; dimensions for the 3-bedroom units and all components within.
- The Fire Department echoed the building department comments.
- Public Works has indicated the plans submitted are considered preliminary. Comments include that sidewalk information including reference sheets are needed; valves/ sizes of leads; show limits of demolition and installation or roadways, sidewalks, curbs, etc. within the rights of way; ADA compliance to be shown; calculations to demonstrate adequate domestic water pressure and flow; sanitary basis of design calculations; provide calculations for the proposed detention area; provide pavement restoration will be required on adjacent roads and all required permits will be needed including approval from MDOT.
- The Parking department has indicated that the development should plan for temporary metered loading zone spaces along the building, concern with the alley for delivery trucks with the proposed loading dock and that on-site parking should be provided.
- ELPD has not provided any comments at the time of the writing of this report.

The applicant has provided a response sheet to the comments that were received that are included in the agenda item report.

Process

This application is currently at the first step of the land use approvals process, an initial public hearing by the Planning Commission. Typically, the Commission waits to vote on a recommendation for Council until the meeting following the public hearing. After a vote by the Planning Commission, the site plan goes before City Council for approval but no public hearing is required at the council level.

Sec. 50-36. - Site plan approval.

(a) Purpose. Site plan approval is necessary to ensure that all land is used and developed in compliance with the requirements of this chapter and other applicable local ordinances and state and federal statutes. Site plan approval is also required to minimize adverse impacts on surrounding properties, public streets and public services and to protect the public health, safety and general welfare.

(b) When required. An approved site plan shall be required to establish, construct or reconstruct all uses as specified in the use district regulations of this chapter. Except as otherwise provided in the use district regulations or in paragraph (k) below, an approved site plan shall also be required to expand or convert such uses if the expansion or conversion would result in an increased parking requirement as determined in accordance with section 50-812 of this chapter. No certificate of occupancy and no building permit for the erection, enlargement, or conversion of a building or structure shall be granted by the building official unless the required site plan has been approved in accordance with the requirements set forth in this section.

The following is a list of comments identified by staff. Items to be addressed are italicized.

The applicant included response comments related to the Traffic study and other department comments which have been incorporated into the agenda packet. The following additional comments have been identified for the proposal.

50-9. Definitions – site plan means the documents and drawings required by the zoning ordinance to ensure that a proposed land use or activity is in compliance with local ordinances and state and federal statutes.

A site plan shall also include surrounding existing conditions within 50 feet beyond the property lines so as to show existing grades and contours, vegetation, retaining walls, and other manmade and physical features. Other related data may be required when relevant to city's evaluation.
The Site plan does not appear to show the 50 feet beyond the property lines.

50-37. Application materials

3. A proposed landscape plan which, at a minimum, conforms to the requirements of section 50-840 of this chapter, drawn at the same scale as the site plan or larger, showing: the location and

size of areas to be landscaped; the type, size and placement of plant materials to be installed. One (1) tree for every 40 feet required – four trees are required on Charles Street – three are provided*, one additional tree is required*.

4. Proposed preliminary engineering plans, drawn at the same scale as the site plan or larger, showing proposed conditions.

h. Type, height and placement of exterior light fixtures including fixtures mounted on poles and buildings.
No light fixture details have been provided.

7. A descriptive text which addresses the following items*:*

a. The narrative indicates that the proposed building is consistent in scale, height and massing with both existing and planned redevelopment in the surrounding district. *How is a 12-story building consistent with the neighborhood?* The HUB is similar in height but is three blocks to the east. The Abbot and the Graduate are four blocks to the west. The Marriott is two blocks to the northwest west.
b. ...for non-residential uses, the intended hours of operation and expected number of employees; non-residential uses, ...the period of leases *and the approximate range of sale prices or rental rates of the proposed dwelling units is required*.
c. *land use statistics reflected in proposed plan against required conditions*.
e. *proposed construction schedule and staging of the development is required*.

50-38. Standards of review for site plan approval shall be consistent with the objectives of the comprehensive plan.
1. General site conditions. The site shall be designed and developed to provide a logical relationship between functional elements, to effectively serve the purposes for which it is to be developed, and to be reasonably compatible with surrounding properties.

a. ..height reasonably compatible with surrounding properties – *the HUB (11 + penthouse for rooftop amenities) is 3 blocks east, the Abbot (12 + penthouse for rooftop amenities) the Graduate (10 stories including the Rock Bar) are 4 blocks west, the Marriott (6-stories) is 2 blocks northwest. However, all other structures in the immediate area are much shorter than the proposed*.

c. Yard areas on the site shall be arranged and improved to provide adequate light and ventilation; separation between buildings, roads and other activity areas; trees and other vegetation; passive and active recreational areas; and to improve the appearance of the property, ensure reasonable privacy and enjoyment for residents and employees and promote the public health, safety and welfare. *There are no specific yard areas. Outdoor dining is provided*.

d. Outdoor activity areas, such as pools, playgrounds, courts, cooking or dining facilities, shall be located and screened sufficiently to minimize impacts on adjacent properties or dwelling units on the site and to provide appropriate security. *The terrace level provides outdoor amenities. The fencing for the terrace has not been*

defined beyond a call out on the elevation which says glass railing. Additional information is required.

2. Natural features. The site shall be designed and developed to minimize the disruption or loss of its desirable natural elements and to enhance its overall appearance by incorporating those elements into required open spaces and setbacks. *The project is proposed with zero setbacks so no natural elements are proposed. The narrative indicates landscaped courtyards, treelined pedestrian paths and programed open spaces are provided. These are not depicted in the plans.*

3. Traffic access. The site shall be designed and developed to provide safe and efficient access for all forms of travel and to minimize impacts on adjacent public facilities.

a. The site shall not overburden adjacent public streets nor cause significant hazards to public safety due to excessive traffic generation or inadequate traffic control.
g. Secondary access may be required to adjacent public streets or alleys or through adjacent private parking areas to provide sufficient access for emergency vehicles.
p. Bicycle parking and storage facilities shall be provided in accordance with the requirements of section 50-820. *The minimum number of bicycle spaces is met.*
j. Sidewalks shall be installed to provide safe and convenient pedestrian and bicycle access to and within the site, including sidewalks along public street frontages and linkages between such sidewalks and all principal buildings, between the principal buildings and parking facilities on the site, and between adjacent sites, where practicable. *Sidewalk width along Charles Street is undefined.*
l. Sidewalks and ramps within the site shall be designed to provide safe and convenient barrier-free access. *Sidewalk width along Charles Street is undefined.*

4. Utilities and public services. The site shall be designed and developed to facilitate the efficient provision and maintenance of adequate public services.

a. Utility size and design
c. Site shall be designed and developed to afford adequate access for fire suppression and other emergency services *(sprinkled?)*
d. Storm water plan – *provide calculations for proposed basin.*
e. Storm water mitigation – *provide calculations for proposed basin.*
j. Exterior lighting shall be designed and shielded – *no lighting information is provided.*

5. Environmental protection. The site shall be designed and developed to minimize any risk of pollution of natural resources and to protect the public health, safety and welfare.

c. General purpose floor drains shall be connected to a public sanitary or combined sewer system or an on-site holding tank (not a septic system) in accordance with state, county and municipal requirements, unless a groundwater discharge permit has been obtained from the Michigan Department of Environmental Quality. General purpose floor drains which discharge to the public stormwater system or into the groundwater are generally prohibited.

6. Public art requirement. Unless the project is exempt from this requirement pursuant to subparagraph (6)d. of this paragraph, the site shall be designed and developed to contain public art as defined by section 2-313 of the City Code.
The art element is not yet defined.
50-104 A traffic study has been undertaken. The applicant has had several sets of review comments and responses with the city's engineering department. *The applicant submitted additional comments in response to the city's traffic consultant on May 5th but the engineering department did not have time to complete a review of that information by the time this report was written.*

50-147. General Requirements.

2. On any corner lot, no fence, wall, accessory structure, sign, or planting of more than three feet in height shall be maintained within a triangular area whose sides shall measure 40 feet along each street line from the intersection of two street lines. *The distance of the proposed plantings are not shown on plans.*

50-155. Exterior lighting.

1. Maximum fixture height – not shown.
2. Cutoff angle of light fixtures – not shown.

50-592. Permitted uses B-3
The following uses of buildings and premises, individually or in combination, shall be permitted in the B-3 district.

2. Principal uses permitted subject to an approved special use permit as provided for by article II, division 3 of this chapter.

f. Multiple-family dwelling units with three or fewer bedrooms per dwelling unit provided within a building which also contains one or more of the principal uses permitted in subsection (1) of this section. Two restaurants are proposed on the first floor.

The applicant references their designs using Sec. 50-364. - Obligation to install universal design features. This information pertains to Article V. - Multiple-Family Residential Districts. This project is located in the B-3 City Center Commercial District.

Sec. 50-593. Development standards.
The following uses of buildings and premises, individually or in combination, shall be permitted in the B-3 district.

k. Off-premises parking. To ensure accessible parking for all uses in the district, the standards of section 50-814(d) must be met.

l. Applications for a building and/or occupancy permit to construct or expand a building or to convert or extend the use of a building which would *result in an increased parking demand,* as determined by the standards in section 50-812, shall first be submitted to the planning and zoning official for review.

3. *If the application would result in an increase of more than ten spaces within a two-year period or would exceed the limit of 75 percent of available spaces described above, the applicant shall submit a parking plan to the planning commission for review at a public hearing*. *A parking presentation was submitted on May 6, 2026. Staff did not have time to review the parking presentation due to the date it was submitted.*
The parking plan shall indicate where customers, employees, and tenants of the proposed use will be expected to park; the estimated number of employees and tenants; the anticipated time(s) of peak customer loads; the location and arrangement of all existing or proposed on-site parking spaces as may be permitted under subsection (j) of this section; evidence of any arrangement(s) made by the applicant to use other off-premises parking spaces; and evidence of any proposed action(s) by the applicant to control or limit the parking demand generated by the proposed use. The planning commission shall approve the parking plan if it determines that the proposed use would not adversely affect surrounding properties and public facilities and that one or more of the following conditions exist:

c. The parking demand would be adequately accommodated within the municipal parking system due to the availability of spaces appropriate to serve the proposed use.

d. The parking demand would be adequately accommodated within the municipal parking system by directing customers, employees, and tenants to available spaces through validation policies, leasing arrangements, promotional programs, providing bus tokens, or other actions of the applicant.

There are only 215 municipal spaces available for new downtown developments.

50-817. Parking and access plan
A plan showing all site improvements including building location, ingress and egress, parking spaces including bicycle parking, stacking spaces, loading zones, maneuvering areas, landscaping, sidewalks and patios, proposed grading (topography) at a maximum of two-foot contour intervals, fencing, curb cuts, and lighting, or other arrangements as may be required; and shall include surrounding existing conditions within 50 feet beyond the property lines so as to show existing grades and contours, vegetation, retaining walls, and other physical features which may affect the plan.
The plans do not show lighting or 50 feet beyond the property line to the north.

50-818. Off-street commercial loading space.
One off-street loading space for commercial vehicles, the width of which shall be a minimum of ten feet, shall be provided on the premises of each building or structure which exceeds 2,000 square feet in gross floor area or adjacent to such building or structure in that portion of a public alley which has been designated as a "loading zone" by the city engineer and approved by the city council. A loading space is shown in the public alley.

Sec. 50-819. Fire lane parking regulations.

The owners of all multiple-family dwellings, including existing multiple-family dwellings containing or renting more than 12 dwelling units, shall, as a condition of leasing or renting any of said dwelling units to any person, first obtain a certificate of compliance with fire lane parking regulations.

Sec. 50-840. Landscape Requirements.
Appropriate ground cover, trees and other vegetation shall be planted and maintained on the site to control stormwater runoff and prevent erosion, siltation and dust; to provide privacy between adjacent uses; to mitigate impacts from parking, noise and lights; and to enhance the appearance of the site.

1. Landscape screen requirements. Landscaping screen shall mean trees, shrubs, vines, fences, walls, or earth berms, or some combination thereof. When required, parking spaces and parking areas shall be effectively screened with perimeter landscaping on all sides adjacent to or visible from adjacent properties, streets, or alleys and interior landscape islands where larger areas of paving are needed. Landscaping shall address the visual impact and improve the heat radiation effect and air pollution impact of the paved area.

b. Design standards

7. At least one shade tree of a minimum 3½-inch caliper shall be planted within or adjacent to the public right-of-way for each 40 feet of lot frontage.
Four are required along Charles Street, three are shown.

In addition to the sections above, additional comments follow:
Where is Liber 623 pg 503 from? The existing driveway that runs through Lot 35 will need to be abandoned.

The property consists of three lots. If the project is approved, the lots will need to be combined prior to receiving building permits.

Civil Page 1 – The Legal description appears to be inconsistent with the assessor's record.

The proposed plans indicate restaurants but the ventilation system has not been identified.

What type of elevators are proposed? Freight? Passenger?

The loading dock on the north side of the building is perpendicular to the alley which is approximately 16 feet wide. How will the loading dock work in such a tight space?

Project design narrative (e) indicates that the owner will provide a draft construction schedule upon planning commission approval and/or be a condition of the special use. A schedule is required. This is a site plan review, not special use permit.

THE RARITY OFTHE RARITY OF

Tall Mass TimberTall Mass Timber & LEED Gold Residential& LEED Gold Residential

A look at how uncommon these buildings really are — and why Harbor A look at how uncommon these buildings really are — and why Harbor Bay keeps building them. Including one we hope to bring to East Bay keeps building them. Including one we hope to bring to East Lansing.Lansing.

Presented by Harbor Bay VenturesPresented by Harbor Bay Ventures

in collaboration with Forefront Structural Engineers,in collaboration with Forefront Structural Engineers, DLR Group, Emerald Built Environments,DLR Group, Emerald Built Environments, and The Ballein Family, our local partnersand The Ballein Family, our local partners



PICTURED: INTRO CLEVELANDPICTURED
Developed by Harbor Bay VenturesDeveloped by Harbor Bay Ventures
Mass Timber · LEED Gold CertifiedMass Timber · LEED Gold Certified

We've been here before.We've been here before.

To respect the Commission's time, we won't re-cover ground already addressed. The experts below presented at prior Planning Commission meetings — To respe recordings are linked if you'd like to revisit any piece of the record.recordings are linked if you'd like to revisit any piece of the record.

E C O N O M I C S E C O N O M I C S



Daniel ShoagDaniel Shoag

Case Western Reserve · Harvard Kennedy SchoolCase Western Reserve · Harvard Kennedy School

Associate Professor of Public Policy. Research in state & local Associate Professor of Public Policy. Resea government finance and regional economics.government finance and ional econ ics.

▶▶Watch speechWatch *Presented Dec 17, 2025Presented Dec 17, 2025*

E N V I R O N M E N T A L E N V I R O N M E N T A L



Laura SteinbrinkLaura Steinbrink

Emerald Built EnvironmentsEmerald Built Environments

Sustainability & LEED consultant. LEED analyst for INTRO Sustainabi ED consultant. LEED analyst for Cleveland and The Howard.Cleveland and The Howard.

▶▶Watch speechWatch *Presented Apr 8, 2026Presented Apr 8, 2026*

M A S S T I M B E R · S T R U C T U R A L M A S S T I M B E R · S T R U



Josh DortzbachJosh Dortzbach

Forefront Structural EngineersForefront Structural Engineers

CEO & co-founder. Structural engineer of record on INTRO CEO & co-founder. Structural engineer of rec Cleveland and The Howard.Cleveland and The Howard.

▶▶Watch speechWatch *Presented Apr 8, 2026Presented Apr 8, 2026*

M A S S T I M B E R · M A S S T I M B E R · A R C H I T E C T U R A L A R C H I T E C T U R A L



Bobby LarsonBobby Larson

DLR GroupDLR Group

Senior Associate & Architect. Specializes in sustainable design Senior Associate & Architect. Specializes in su and mass timber.and mass timber.

▶▶Watch speechWatch *Presented Dec 17, 2025Presented Dec 17, 2025*

One question, two categoriesOne question, two categor

How rare are tall mass timber residential buildings? How rare are LEED Gold residential buildings? The answer is very different for each How rare are — and Harbor Bay sits at the intersection.— and Harbor Bay sits at the intersection.

TALL MASS TIMBERTALL MASS TIMBER

A new way to build tall.A new way to

Engineered wood — cross-laminated timber (CLT) and glue-Engineered wo laminated timber (glulam) — replaces steel and concrete in the laminated structural system.structural system.

The 2021 International Building Code (IBC) was the first to permit The 202 mass timber construction up to 18 stories. Most US states still mass timbe haven't adopted it.haven't adopted it.

LEED GOLDLEED GOLD

A global green-building A global green- benchmark.benchmark.

Leadership in Energy and Environmental Design — the US Green Leadership in Building Council's rating system since 1993. Gold is the 2nd-Building Council's highest of four tiers (60–79 points).highest of four tiers (60–79 points).

LEED is used in over 160 countries. More than 100,000 projects LEED is used ir have been certified globally.have been certified globally.

The two categories, in plain termsThe two categories, in pla

A quick primer on each — with a short video for anyone who wants the full story.A quick primer on each — with a short video for anyone who wants the full stor





RENDERINGS · THE HOWARD, EAST LANSINGRENDERI

TALL MASS TIMBERTALL MASS TIMBER

An old material, used in a new way.An old material, used in a new way.

Mass timber bonds smaller pieces of softwood into massive structural panels and beams. Mass timber bonds smaller pieces of softwood into massive structural panels and beams.
Cross-laminated timber (CLT) and glulam replace steel and concrete as the building's frame Cross-laminated timber (CLT) and glulam replace steel and concrete as the building's frame
— faster to build, fire-resistant, and carbon-storing.— faster to build, fire-resistant, and carbon-storing.

LEED GOLDLEED GOLD

A third-party-verified green standard.A third-party-verif

LEED scores buildings across energy, water, materials, and indoor environment. Gold LEED scores buildin
requires 60–79 points — the 2nd-highest level and is independently verified by GBCI. requires 60–79 po
Only a small share of US residential buildings earn Gold or higher.Only a small share of US residential bui

Watch: Mass Timber & INTRO ClevelandWatch: Mass Timber & INTRO Clev

Emerald Built Environments · youtube.comEmerald Built Environments · youtube.com

Watch: What is LEED?Watch: What is LEED?

U.S. Green Building Council · youtube.comU.S. Green Building Council · youtube.com

Tall mass timber, worldwideTall mass timber, worldwide

Since the first one in 2009Since the first one in 2009

~109~

buildingsbuildings

Built or under construction Built or unde worldwide, 2009 through March worldwi 2025.2025.

109

Defined as tall mass timber buildings — generally 8 stories or Defined as ta more. Includes all building types: offices, hotels, universities, more. Include cultural, and residential.cultural, and residential.

By comparison, there are thousands of skyscrapers built every year By com globally. 109 — over 16 years — is a rounding error.globally. 109 — over 16

Source: MDPI, Applied Sciences 15(18):10296, 2025Source: MDPI, Applied Sciences 15(18):10296, 2025

Now narrow to the United StatesNow narrow to the United Stat

The number gets much smaller.The number gets much smaller.

~24~24

buildingsbuildings

**Tall mass timber buildings in the US — Tall m
all types combined, including offices, all types
hotels, universities, and residential.hotels, un**

Congressional Research Service, March 2023 (buildings over 7 stories).Congressi

The overwhelming majority are offices, hotels, or academic — not The ove
residential. Only about 1% of tall US multifamily buildings are built residen
with wood.with wood.

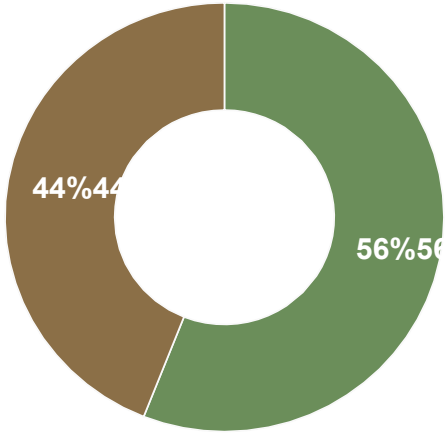
Sources: Congressional Research Service (R47752, 2023); Softwood Lumber Board; Forest Economic Advisors.Sources: Congressional Research Service (R47752, 2023); Softwood Lumber Board; Forest Economic Advisors.

Why it stays rare: the code catches up slowlyWhy it stays rare: t

The 2021 International Building Code created three new construction types — Type IV-A, IV-B, IV-C — permitting mass timber up to 18 stories. Adoption The 202 is still incomplete.is still incomplete.

MICHIGAN adopted the 2021 Michigan Building Code — based on the 2021 IBC — effective April 9, 2025. Mass timber up to 18 stories is now permitted. adopted the 2021 M

US state adoption of 2021 IBCUS state adoptio



Adopted 2021 IBCAdopted 2021 IBCNot yet adoptedNot yet adopted

22 states22 states

have not yet adopted the 2021 IBC — meaning tall mass timber have not yet adopted the construction is legally difficult or impossible in nearly half the country.construction is legal

18 months18 months

of engineering tests, code consultation, and data collection can be of engineering tests, co required to get a tall mass timber residential project approved in an un-required to get a t adopted jurisdiction.adopted jurisdiction.

This is where Harbor Bay built its This is where Har advantage.advantage.

Instead of waiting for the code, we worked ahead of it — engaging IBC advisors Inst and local building officials to help define what "code" would become.and local build

Sources: ICC; WoodWorks; Michigan LARA Bureau of Construction Codes (2021 Michigan Building Code, effective April 9, 2025); MassTimber@MSU.Sources: ICC; WoodWorks; Michigan LARA Bureau of Construction Codes (2021 Michigan Building Co

LEED Gold: a meaningful benchmarkLEED Gold: a meaningful

A rigorous, third-party-verified certification earned by projects that go well beyond code-minimum construction.A rigorous, third-party-verified certifi

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points requiredpoints required

for LEED Gold — the 2nd-highest of four certification tiersfor LEED Gold — the 2nd-hig

Above Certified and Silver; only Platinum is higherAbove Certified and Silver; only Platinum is higher

3rd3rd

party verifiedparty verified

Independent commissioning, energy modeling, and materials reviewIndependent commiss

USGBC Green Building Certification Inc. (GBCI)USGBC Green Building Certification Inc. (GBCI)

30%30%

energy savingsenergy savings

LEED-rated buildings vs. conventional buildings — measured over 7 years, LEED-rated 175,000+ commercial buildings175,000+ commercial buildings

Asensio & Delmas, 2017 (UCLA)Asensio & Delmas, 2017 (UCLA)

19931993

establishedestablished

Over three decades as the definitive green-building standardOver three decades as the defi

LEED is used in 160+ countries worldwideLEED is used in 160+ countries worldwide

Sources: U.S. Green Building Council (USGBC); GBCI; Asensio & Delmas, Nature Energy (2017); LEED v4 Reference Guide.Sources: U.S. Green Building Council (USGBC); GBCI; Asensio & Delmas, Nature Energy (2017); LEED v4 Reference Guide

The overlap is where it gets interestingThe overlap is where

Neither category alone is the story. The intersection is.Neither category alone is the story. The intersection is.

AA

Tall mass timberTall mass tim

~109~10

globally, 2009–2025globally, 2009–2025

Mostly offices, hotels, academic buildings — Mostly only a fraction are residential.only a fraction are resi

BB

LEED Gold residentialLEED G

establishedesta

an earned signal of qualityan earned signal of quality

A rigorous, third-party-verified benchmark A rigorou pursued by leading developers — but rarely pursued combined with tall mass timber.combined with tall m

A AB B

The overlapThe overlap

a handfula handful

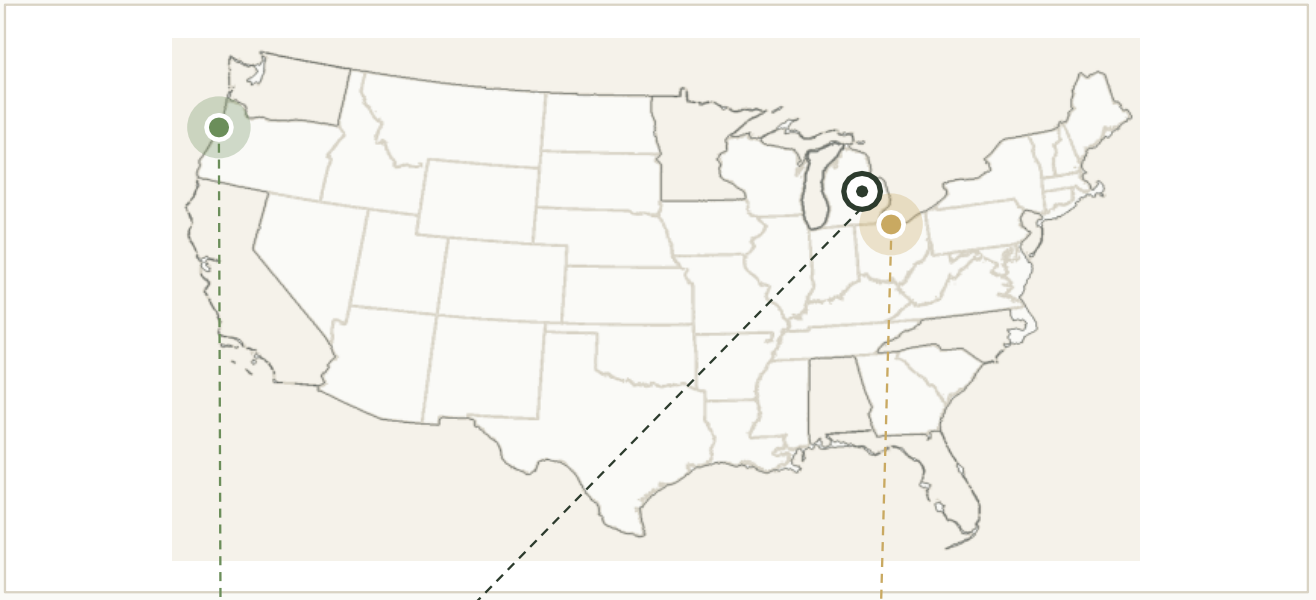
worldwideworldwide

Tall mass timber + LEED Gold + residential. Tall mass timber INTRO Cleveland is one of them — and a INTRO Cleveland is third is on the way.third is on the way.

Two built. One on the way.Two built. One on the way.

Only two tall mass timber residential buildings in the US have achieved LEED Gold or higher. A third, The Howard, is coming.Only two tall mass timber

CONTINENTAL UNITED STATESCONTINENTAL UNITED STATES



TimberView VIIITimberView VIIIThe HowardT… COMING CO… 20282028ardINTRO ClevelandINTRO C…

Portland, OR · 8 storiesPortland, OR · 8 storiesEast Lansing, MI · 12 storiesEast Lansing, MI · 12 storiesCl… · 9 storiesCleveland, OH · 9 st…

LEED Platinum · built 2024LEED Platinum · built 2024LEED Gold Pre-CertifiedLEED Gold Pre-CertifiedLEED Gold · built 2022LEED Gold · built 202…

2 of 32 of

Harbor Bay has built — or is H… building — two of the three bu…ding … US examples.US examples.

INTRO Cleveland is done. The Howard is I… next.next.

Sources: Harbor Bay Ventures; Portland Housing Bureau; DCI Engineers; WoodWorks. Scope: continental US, residential ≥ 8 stories, LEED Gold or higher — including pre-certified pipeline.Sources: Harbor Bay Ventures; Portland Housing Bureau; DCI E…

A CASE STUDYA CASE STUDY

INTRO INTRO ClevelandClevela

Cleveland, OhioCleveland, Ohio

The largest LEED Gold certified mass timber project in The the United States at completion.the United States at comp

The first LEED Gold residential project in Cleveland.The firs

One of the first buildings anywhere to use the 2021 One of IBC's tall wood provisions — before the state had IBC's tall v adopted them.adopted them.



99	~300~	20222	GoldGo
storiesstories	*unitsunits*	*completedcomplete*	*LEED CertifiedLEED Certifie*

Sources: Harbor Bay Ventures; WoodWorks Innovation Network; ICC SafeSources: Harbor Bay Ventures; WoodWorks Innovation Network; ICC

INTRO Cleveland — verified environmental performanceINTRO Cle

Third-party verified results against conventional steel-and-concrete baseline. Commissioned by Harbor Bay Ventures; independently analyzed by Emerald Built Third-party ve Environments.Environments.

DURING CONSTRUCTIONDURING CONSTRUCTION

21%21%

reduction in greenhouse reduc gas emissionsgas emissions

2.7M kg CO_2e — equivalent to taking 366 2.7M kg CO_2 households off the grid, or covering 3.5 households off football fields in solar.football fields in solar.

ONGOING OPERATIONSONGOING OPERATIONS

34%34%

reduction in annual reduction in ann greenhouse gas emissionsgreenhous

1M kg CO_2e/year — equivalent to 131 1M kg CO_2e/year — equi households' annual emissions, every year the households' annu building operates.building operates.

35%35%

indoor water use reductionindoor water use reduction

Equivalent to 5.3 Olympic-sized swimming pools saved Equivalent t annually vs. a traditional building.annually vs. a traditional building

100%100%

stormwater capturedstormwater captured

Innovative Stormwater Control Measures projected to Innovative St capture all site runoff — helping protect Lake Erie.capture all site ru

00

mercury onsitemercury onsite

All-LED lighting, zero mercury — a cleaner, safer building All-LED lighting, zero for residents and staff.for residents and staff.

Source: INTRO Cleveland — By the Numbers, Emerald Built Environments (2022). Life cycle assessment via One-Click LCA; energy modeling via Trane TRACE 700.Source: INTRO Cleveland — By the Numbers, Emerald Built Environments (2022). Life-cyc

Built for East Lansing's visionBuilt for East Lansing's vi

In November 2024, East Lansing became the first city in Michigan — and one of the first in the US — to incentivize mass timber through policy. The In November Howard is a dividend of the hard work several city stakeholders put into that ordinance.Howard is a dividend of the hard work several city stakeholders put into

ORDINANCE 1536ORDINANCE 1536

Building IncentivesBuilding Incentiv

Passed unanimously · November 19, 2024Passed unanimously · November 19, 2024

Mass timber structureMass timber structure	2 pts2 pts
LEED Gold certificationLEED Gold certification	2 pts2 pts
LEED Platinum certificationLEED Platinum certification	3 pts3 pts
Net-zero certificationNet-zero certification	2 pts2 pts
Affordable housing (20 yr)Affordable housing (20 yr)	variesvaries

Points are redeemed for bonuses — additional floors, smaller lot sizes — without a Points are Special Use Permit.Special Use Permit.

THE HOWARD SCORESTHE HOWARD SCORES

Purpose-built for the ordinancePurp

44 ordinance pointsordinance poi

earned by The Howardearned by The Howard

Mass timber structureMass timber structure	+2+2
LEED Gold Pre-CertifiedLEED Gold Pre-Certified	+2+2

The Howard isn't just compliant with East Lansing's priorities — it embodies them.The Howard isn't priorities — it embodies them.

Sources: East Lansing Ordinance 1536 (Nov. 19, 2024); East Lansing Info; MassTimber@MSU. LEED Gold Pre-Certification status per Harbor Bay Ventures.Sources: East Lansing Ordinance 1536 (Nov. 19, 2024); East Lansing Info; MassTimber@MSU. L

The investment behind the ordinance.The investment b

Ordinance 1536 rewards a real financial commitment. Mass timber — and LEED Gold — genuinely cost more to build. The ordinance recognizes that Ordinance . choice, and the public benefit it delivers.choice, and the public benefit it delivers.

MASS TIMBER + LEED GOLD · COST APPROACHMASS TIMBER + L

The Howard · 313,000 SFThe Howard · 313,000 SF

Mass timber construction premiumMass timber construction premium *$13.00/SF × 313,000 SF$13.00/SF × 313,000 SF*	$4,069,000$4,0
Additional property insurance, annualAdditional property insurance, annual *Mass timber: $0.20–$0.28/SF vs. Cold Form: $0.10–$0.14/SFMass timber: $0.20–$0.28/SF vs. Cold Form: $0.10–$0.14/SF*	$130,000$130
Capitalized insurance premium at dispositionCapitalized insurance premium at disposition *$130,000 ÷ 6.0% cap rate$130,000 ÷ 6.0% cap rate*	$2,166,667$2,1
LEED Gold certification premiumLEED Gold certification premium *Design, commissioning, and documentation costsDesign, commissioning, and documentation costs*	$2,000,000$2,0
TOTAL ADDITIONAL INVESTMENTTOTAL ADDITIONAL INVESTMEN *Mass timber + LEED Gold, above conventional constructionMass timber + LEED Gold, above conventional construction*	$8,235,667$8,2

$8.2M$8.

of additional investmentof additional investment

Ordinance 1536 is not a Ordinance 15 handout. It is a recognition.handout.

A developer chooses to invest $8.2M beyond A developer chooses to conventional construction because the building conventional construc delivers a quieter, healthier, lower-carbon home for delivers a quieter its residents — and a sustainability landmark for East its residents — a Lansing.Lansing.

Sources: Harbor Bay Ventures cost approach analysis. Insurance benchmark based on Cold Form ($0.10–$0.14/SF) vs. mass timber ($0.20–$0.28/SF) property rates. Capitalized at 6.0% disposition rate.Sources: Harbor Bay Ventures cost approach anc

Michigan is becoming a mass timber leaderMichigan is bec

East Lansing's ordinance doesn't exist in a vacuum. It's part of a statewide ecosystem anchored by MSU and the Michigan DNR — and The Howard is a East Lans direct beneficiary.direct beneficiary.

00

tall mass timber residential completetall mass timb

In Michigan today. The Howard will be among the In Michiga state's first — and the only one pursuing LEED Gold.state's fir

20212021

MSU STEM Facility openedMSU STEM Facility open

The 2nd CLT building in Michigan — an anchor for The 2nd CL MSU's leadership.MSU's leadership.

$400K$400K

Mass Timber Catalyst grantsMass Timber Catalyst grants

State-funded awards to 10 project teams across State-funded awards t Michigan in 2025-26.Michigan in 2025-26.

POLICYPOLICY

Ordinance 1536Ordinance

East Lansing's first-in-Michigan East Lansing's incentive. 2021 Michigan Building incentive. Code adopted new mass timber types Code a in 2025.in 2025.

RESEARCHRESEARCH

MassTimber@MSUMassT

Cross-disciplinary MSU program driving Cross curriculum, supply-chain analysis, and curricu adhesive research since 2021.adhesive resea

STATESTATE

Michigan DNRMichigan D

Public Act 121 of 2024 funded the Public Act Catalyst Program. DNR's Newberry Catalyst P facility was the first to use Michigan-facility w produced panels.produced panels.

WORKFORCEWORKFORCE

MSU + Sam BeaufordMSU + Sa

Partnership to develop the nation's Partnership to dev first mass timber workforce first mass timber workforc curriculum. Announced November curriculum. Annour 2025.2025.

Sources: MassTimber@MSU; Michigan DNR; East Lansing city reports; MSU Innovation Center; SBN Detroit (2025).Sources: MassTimber@MSU; Michigan DNR; East Lansing city reports; MSU Innovation Center; SBN Detroit (2025). 15 / 2415 / 24

A chance to reshape a Michigan industryA chance to reshap

Michigan's forestry sector is both a top-five economic engine and under real strain. Mass timber is how the state turns a managed resource into a Michigan's fo modern industry.modern industry.

$26.5B$26.5B

economic impact, 2022economic impact, 2022

Up $4B from 2019. The forest products industry is Up $4B from 201 Michigan's 3rd-largest manufacturing sector — behind Michigan's 3 autos and agriculture.autos and agriculture.

20.2M20.2M

acres of forestacres of forest

About half of Michigan is covered in forest, concentrated in About h the UP and northern Lower Peninsula. Forests grow roughly the UP 2× as much wood annually as is harvested.2× as much wood annua

88,27588,275

jobs supportedjobs supported

40,449 direct jobs at an average wage near $80,000. In the 40,449 direct jobs Upper Peninsula, forest products is 1 of every 3 Upper Peninsula, forest produ manufacturing jobs.manufacturing jobs.

BUT THE INDUSTRY IS UNDER STRAINBUT THE IND

Sawmill closures are reshaping rural Sawmill cl towns.towns.

Between 2019 and 2023, Michigan lost 1,100 jobs and $211 million in output as Between 201 sawmill closures rippled through rural economies. Two-thirds of the job losses hit sawmill clos outside the mills themselves — logging, trucking, small businesses that depend on outside the them.them.

Michigan's sawmill count has dropped 31% since 1990.Michigan's sawmill count has droppe

MASS TIMBER IS THE OPPORTUNITYMASS TIMBER IS

A 21st-century market for a Michigan A 21st-centur resource.resource.

Michigan grows roughly twice as much wood as it harvests each year. Mass Michigan grows roughl timber turns that surplus into a high-value, long-duration product — reopening timbe turns that s demand for Michigan logs, Michigan mills, and Michigan workers.demand for Michiga logs, Michig

Every tall mass timber building is a signal to investors that Michigan's forests Every tall mass tim are a growth industry again.are a growth industry again.

Sources: Michigan DNR (2022 forest products report); MSU/DNR sawmill closure study (Lamsal, Poudel & Pokharel, 2025); MSU Extension; Michigan Forests Forever.Sources: Michigan DNR (2022 forest products report); MSU/DNR sawmill closure stu

How Harbor Bay made it possibleHow Harbor Bay made it poss

When you build something rare, "off the shelf" doesn't exist. You have to create the path.When you build something rare, "off the shelf" doesn't exist. You have t

01 01

Started ahead of the codeStarted ahead of the code

Began design in April 2018 — three years before the 2021 IBC was even published.Began design in April 2018 — three years before the 2021 IBC was even

02 02

Built the technical caseBuilt the technical case

Spent 18 months and substantial investment on engineering tests, fire modeling, and data collection to prove the design.Spent 18 months and substantial

03 03

Partnered with the code-writersPartnered with the code-writers

Engaged IBC advisors and Cleveland building officials directly to secure an Alternatively Engineered Design approval.Engaged IBC advisors and Cleveland b

04 04

Assembled the right teamAssembled the right team

Forefront Structural Engineers, DLR Group, WJE fire/code consulting, and the many Harbor Bay team members — each with deep Forefront Structural Eng specialty expertise.specialty expertise.

What's nextWhat's next

Harbor Bay's mass timber pipeline — going taller, building the category.Harbor Bay's mass timber pipeline — going taller, building the category.

20222022

INTRO ClevelandINTRO Cleveland

9 stories · ~300 units9 stories · ~300 units

Largest US mass timber residential Largest US mass timber at completion. First LEED Gold at completion. First LEED Go residential in Cleveland.residential in Cleveland.

2027–282027–28

INTRO ColumbusINTRO Columbus

13 stories · 186 units · 493 beds13 stories · 186 units · 493 beds

At Ohio State University. Will be the At Ohio State Universit tallest mass timber off-campus tallest mass timber off-camp student housing in the US.student housing in the US.

20282028

The HowardThe Howard

12 stories · 296 units12 stories · 296 units

East Lansing, MI. Mass timber East Lansing, MI. Ma residential tower. LEED Gold Pre-residential tower. Certified. The third US building in its Certified. The category.category.

Sources: ICC Safe; Forefront Structural; Harbor Bay VenturesSources: ICC Safe; Forefront Structural; Harbor Bay Ventures

NEXT CHAPTERNEXT CHAPTER

The HowardThe

East Lansing, MichiganEast Lansing, Michigan

A 12-story mass timber residential tower. 296 market-rate A 1 units. LEED Gold Pre-Certified. Expected completion 2028.unit

When The Howard opens, it will join the smallest club in When American residential construction — tall mass timber American buildings at LEED Gold or higher. Only two exist today. The build Howard will be the third.Howard will be the third.



1212	29629	20282	GoldGo
storiesstories	*unitsunits*	*target completiontarget*	*LEED Pre-CertifiedLEED Pre-C*

Source: Harbor Bay Ventures. LEED Gold Pre-Certification confirmed; formal certification pending project completion.Source: Harbor Bay Vent

Mass timber feels different — and the science explains why.Mass tin

Biophilic design research shows exposed wood environments measurably reduce stress, improve cognition, and enhance mood.Biophilic design research shows e







INTRO Cleveland interiors — the same exposed mass timber residents will experience at The Howard.INTRO Cleveland interiors — the same exposed mass timb

−15%−15%

stress hormonesstress hormones

Cortisol reduction measured in wood-Cortisol reductio furnished environments vs. non-wood furnished envirc controls.controls.

Tsunetsugu et al., 2007Tsunetsugu et al., 2007

+8%+8%

cognitive functioncognitive function

Improvement in focus and task performance Improven from biophilic elements, including exposed from bioph wood.wood.

Kellert et al., 2008Kellert et al., 2008

+12%+12%

positive moodpositive mood

Measurable lift in emotional wellbeing Measurable lift reported by occupants in wood-rich interiors.reported

Kellert et al., 2008Kellert et al., 2008

BetterBetter

indoor airindoor air

Wood naturally regulates humidity and Wood naturally regulates h absorbs sound — quieter rooms, more stable absorbs sound — qui comfort.comfort.

Sterling Structural; CLF (2025)Sterling Structural; CLF (2025)

Together, East Lansing and Harbor Bay can be stewards of the residents we build for — choosing to build in a way that cares for Together, Eas their health, not just their address.their health, not just their address.

Sources: Tsunetsugu et al. (Journal of Wood Science, 2007); Kellert, Heerwagen & Mador (Biophilic Design, 2008); Carbon Leadership Forum literature review (2025); Terrapin Bright Green, The Nature of Wood.Sources: Tsunetsugu et al. (Journal of Wood Science, 2007); Kellert, Heerwagen & Mador (Biophilic Design, 200

A CALL TO ACTIONA CALL TO ACTION

East Lansing is leading.East Lansing

Through Ordinance 1536, East Lansing has placed itself at the forefront of a movement that provides positive Through precedent for other cities to follow.precedent for other cities to follow.

IN MICHIGANIN MICHIGAN

The first city to incentivize The first city to incentivize mass timber through policy.mass timber through policy.

Setting the precedent other Michigan communities Setting the precedent other Michigan communities will follow.will follow.

IN THE MIDWESTIN THE MIDWESTIN THE MIDWEST

Among the earliest to act on Among the earliest to act on a category Europe has led for a category Europe has led for a decade.a decade.

A model for cities across the Great Lakes region A model for cities across the Great Lakes region and beyond.and beyond.

IN THE NATIONIN THE NATION

One of only a handful of US One of only a handful of US cities treating sustainable cities treating construction as an economic construction as an economic strategy.strategy.

Joining a small group of communities reshaping Joining a small group of communities reshaping how America builds.how America builds.

> ***Twenty years from now, when other cities look at Michigan and ask how it became a mass timber leader, Twenty years from now, when other cities look at Michigan and ask how it became a mass timber leader, they're going to point to what East Lansing did in 2024 through Ordinance 1536.they're going to point to what East Lansing did in 2024 through Ordinance 1536.***

Key takeawaysKey takeaways

TALL MASS TIMBERTALL MASS TIMBER

Genuinely rareGenuinely rare

~109 buildings globally over 16 years. The US is still playing catch-up with Europe on most of the height ~109 builda records.records.

LEED GOLD RESIDENTIALLEED GOLD RESIDENTIAL

Well-establishedWell-established

A rigorous, third-party-verified benchmark — the 2nd-highest tier of the world's leading green-building A rigorous, standard. An earned signal of quality, pursued by leading developers.standard. An earned signal of quality, pursue

THE OVERLAPTHE OVERLAP

A very small clubA very small club

Tall mass timber + LEED Gold + residential is where the real scarcity sits. INTRO Cleveland is one of the Tall mass tir defining examples in the country.defining examples in the country.

EAST LANSING + EAST LANSING + HARBOR BAYHARBOR BAY

Leading togetherLeading together

East Lansing led Michigan with Ordinance 1536 — the state's first mass timber incentive. Harbor Bay East Lansing brought the project that embodies it. INTRO Cleveland was a first. INTRO Columbus will be another. The brought th Howard — 12 stories, 296 units, targeting LEED Gold — is the next chapter.Howard — 12 stories, 296 units, target

AppendixAppendix

Supporting third-party and developer analysis provided to the Commission for independent review.Supporting third-party and developer analysis provided to the

ECONOMIC ANALYSISECONOMIC ANAL

The Howard — Market The H & Economic Study& Economi

PREPARED BYPREPARED BY

Daniel Shoag, PhDDaniel Shoag, PhD

Case Western Reserve UniversityCase Western Reserve University

SCOPESCOPE

Housing market trends, affordability misconceptions, Housing ma equity implications, and IMPLAN-based estimates of equity implic the project's economic and fiscal impact.the project's economic a

$205M$205M

construction output · 987 jobsconstruction output · 987 jobs

PARKING — INDEPENDENTPARKING —

The Howard — Parking The H AnalysisAnalysis

PREPARED BYPREPARED BY

Walker ConsultantsWalker Consulta

Independent parking & mobility analystsIndependent parking & m

SCOPESCOPE

Transit and walkability, peer university-town Transit and walkabili benchmarks, hour- and month-level demand benchmarks, hour- a projections, and East Lansing public parking inventory projections and policy.and policy.

156 of 1,060156 of 1,0

resident demand vs. citywide peak vacancyresident demand vs. citywide

PARKING — PARTNERSHIPPARKING — PART

The Howard — Parking The How Capacity AnalysisCapacity Analys

PREPARED BYPREPARED BY

Harbor Bay VenturesHarbor Bay Ventures

with The Ballein Familywith The Ballein Family

SCOPESCOPE

B-3 zoning context, shared-parking framework, peak-B-3 zoning context, sh vs-midday demand timing, system-wide capacity, and a vs-midday demand potential long-term permit partnership with the City.potential long-term p

~$198K/yr~$198K/yr

potential annual contributionpotential annual contribution

Full reports are available on request from Harbor Bay Ventures and City of East Lansing planning staff.Full reports are available on request from Harbor Bay Ventures and City of East Lansing planning staff.

Thank you.Thank y

Harbor Bay VenturesHarbor Bay Ventures

WITH GRATITUDE TO OUR PROJECT PARTNERSWITH GRATITUDE TO OUR PROJECT PAR

The Ballein FamilyThe Ballein Family

Development partners and East Lansing familyDevelopment partners and East Lansing family

ForefrontForefront Structural EngineersStructural Engineers

Structural engineeringStructural engineering

DLRDLR GroupGroup

Design architectureDesign architecture

Emerald BuiltEmerald Built EnvironmentsEnvironments

Sustainability & LEEDSustainability & LEED

With appreciation for the thorough review and significant work of East Lansing City Staff.With appreciation for the thorough review and significant work of East La

LEED certification review report

This report contains the results of the technical review of an application for LEED® certification submitted for the specified project. LEED certification is an official recognition that a project complies with the requirements prescribed within the LEED rating systems as created and maintained by the U.S. Green Building Council® (USGBC®). The LEED certification program is administered by Green Business Certification Inc. (GBCI®).

This project is subject to the 2024 LEED v4 energy update, which requires additional energy efficiency and greenhouse gas emissions savings compared to the original LEED v4 publication. See Educational resources for the 2024 LEED v4 Energy Update for further information.

The Howard

Project ID	1000231992
Rating system & version	LEED V4 BD+C: NC
Project registration date	04/28/2026

Precertification Preliminary Review

Certified: 40-49, Silver: 50-59, Gold: 60-79, Platinum: 80+

LEED v4 BD+C: New Construction

Attempted: 73, Denied: 0, Pending: 0, Awarded: 0 of 110 points

INTEGRATIVE PROCESS	0 OF 1
Integrative Process	0 / 1

LOCATION AND TRANSPORTATION	0 OF 16
LEED for Neighborhood Development Location	0 / 16
Sensitive Land Protection	0 / 1
High Priority Site	0 / 2
Surrounding Density and Diverse Uses	0 / 5
Access to Quality Transit	0 / 5
Bicycle Facilities	0 / 1
Reduced Parking Footprint	0 / 1
Green Vehicles	0 / 1

SUSTAINABLE SITES	0 OF 10
Construction Activity Pollution Prevention	N
Site Assessment	0 / 1
Site Development - Protect or Restore Habitat	0 / 2
Open Space	0 / 1
Rainwater Mgmt	0 / 3
Heat Island Reduction	0 / 2
Light Pollution Reduction	0 / 1

WATER EFFICIENCY	0 OF 11
Outdoor Water Use Reduction	N
Outdoor Water Use Reduction	0 / 2
Indoor Water Use Reduction	N
Indoor Water Use Reduction	0 / 6
Building-Level Water Metering	N
Cooling Tower Water Use	0 / 2
Water Metering	0 / 1

ENERGY AND ATMOSPHERE	0 OF 33
Fundamental Commissioning and Verification	N
Minimum Energy Performance	N
Optimize Energy Performance	0 / 18
Building-Level Energy Metering	N
Fundamental Refrigerant Mgmt	N
Enhanced Commissioning	0 / 6
Advanced Energy Metering	0 / 1
Demand Response	0 / 2
Renewable Energy Production	0 / 3
Enhanced Refrigerant Mgmt	0 / 1
Green Power and Carbon Offsets	0 / 2

MATERIALS AND RESOURCES	0 OF 13
Storage and Collection of Recyclables	N
Construction and Demolition Waste Mgmt Planning	N
Building Life-Cycle Impact Reduction	0 / 5
Product disclosure & optimization - Environmental Product Declarations	0 / 2
Product disclosure & optimization - Sourcing of Raw Materials	0 / 2
Product disclosure & optimization - Material Ingredients	0 / 2
Construction and Demolition Waste Mgmt	0 / 2

INDOOR ENVIRONMENTAL QUALITY	0 OF 16
Minimum IAQ Performance	N
Environmental Tobacco Smoke Control	N
Enhanced IAQ Strategies	0 / 2
Low-Emitting Materials	0 / 3
Construction IAQ Mgmt Plan	0 / 1
IAQ Assessment	0 / 2
Thermal Comfort	0 / 1
Interior Lighting	0 / 2
Daylight	0 / 3
Quality Views	0 / 1
Acoustic Performance	0 / 1

INNOVATION	0 OF 6
Innovation	0 / 5
LEED Accredited Professional	0 / 1

REGIONAL PRIORITY CREDITS	0 OF 4

TOTAL	0 OF 110

Credit details

PROJECT INFORMATION

Project Information **Under review**

Precertification Preliminary Review
This review is currently in progress.

INTEGRATIVE PROCESS

Integrative Process **Under review**

Possible points: 1

Attempted: 1, Denied: 0, Pending: 0, Awarded: 0

Precertification Preliminary Review

This review is currently in progress.

LOCATION AND TRANSPORTATION

LEED for Neighborhood Development Location — Not attempted
Possible points: 16

Sensitive Land Protection — Under review
Possible points: 1
Attempted: 1, Denied: 0, Pending: 0, Awarded: 0

Precertification Preliminary Review
This review is currently in progress.

High Priority Site — Under review
Possible points: 2
Attempted: 1, Denied: 0, Pending: 0, Awarded: 0

Precertification Preliminary Review
This review is currently in progress.

Surrounding Density and Diverse Uses — Under review
Possible points: 5
Attempted: 5, Denied: 0, Pending: 0, Awarded: 0

Precertification Preliminary Review
This review is currently in progress.

Access to Quality Transit — Under review
Possible points: 5
Attempted: 4, Denied: 0, Pending: 0, Awarded: 0

Precertification Preliminary Review
This review is currently in progress.

Bicycle Facilities — Under review
Possible points: 1
Attempted: 1, Denied: 0, Pending: 0, Awarded: 0

Precertification Preliminary Review
This review is currently in progress.

Reduced Parking Footprint — Under review
Possible points: 1
Attempted: 1, Denied: 0, Pending: 0, Awarded: 0

Precertification Preliminary Review
This review is currently in progress.

Green Vehicles — Not attempted
Possible points: 1

SUSTAINABLE SITES

Construction Activity Pollution Prevention — **Under review**

Precertification Preliminary Review
This review is currently in progress.

Site Assessment — **Under review**
Possible points: 1
Attempted: 1, Denied: 0, Pending: 0, Awarded: 0

Precertification Preliminary Review
This review is currently in progress.

Site Development - Protect or Restore Habitat — **Under review**
Possible points: 2
Attempted: 1, Denied: 0, Pending: 0, Awarded: 0

Precertification Preliminary Review
This review is currently in progress.

Open Space — **Not attempted**
Possible points: 1

Rainwater Management — **Not attempted**
Possible points: 3

Heat Island Reduction — **Under review**
Possible points: 2
Attempted: 2, Denied: 0, Pending: 0, Awarded: 0

Precertification Preliminary Review
This review is currently in progress.

Light Pollution Reduction — **Under review**
Possible points: 1
Attempted: 1, Denied: 0, Pending: 0, Awarded: 0

Precertification Preliminary Review
This review is currently in progress.

WATER EFFICIENCY

Outdoor Water Use Reduction — **Under review**

Precertification Preliminary Review
This review is currently in progress.

Outdoor Water Use Reduction — **Under review**
Possible points: 2
Attempted: 2, Denied: 0, Pending: 0, Awarded: 0

Precertification Preliminary Review
This review is currently in progress.

Indoor Water Use Reduction — **Under review**

Precertification Preliminary Review
This review is currently in progress.

Indoor Water Use Reduction — **Under review**
Possible points: 6
Attempted: 3, Denied: 0, Pending: 0, Awarded: 0

Precertification Preliminary Review
This review is currently in progress.

Building-Level Water Metering — **Under review**

Precertification Preliminary Review
This review is currently in progress.

Cooling Tower Water Use — **Not attempted**
Possible points: 2

Water Metering — **Not attempted**
Possible points: 1

ENERGY AND ATMOSPHERE

Fundamental Commissioning and Verification — **Under review**

Precertification Preliminary Review
This review is currently in progress.

Minimum Energy Performance — **Under review**

Precertification Preliminary Review
This review is currently in progress.

Optimize Energy Performance — **Under review**
Possible points: 18
Attempted: 5, Denied: 0, Pending: 0, Awarded: 0

Precertification Preliminary Review
This review is currently in progress.

Building-Level Energy Metering — **Under review**

Precertification Preliminary Review
This review is currently in progress.

Fundamental Refrigerant Management — **Under review**

Precertification Preliminary Review
This review is currently in progress.

Enhanced Commissioning — **Under review**
Possible points: 6
Attempted: 6, Denied: 0, Pending: 0, Awarded: 0

Precertification Preliminary Review
This review is currently in progress.

Advanced Energy Metering — **Under review**
Possible points: 1
Attempted: 1, Denied: 0, Pending: 0, Awarded: 0

Precertification Preliminary Review
This review is currently in progress.

Demand Response — **Under review**
Possible points: 2
Attempted: 1, Denied: 0, Pending: 0, Awarded: 0

Precertification Preliminary Review
This review is currently in progress.

Renewable Energy Production — **Under review**
Possible points: 3
Attempted: 3, Denied: 0, Pending: 0, Awarded: 0

Precertification Preliminary Review
This review is currently in progress.

Enhanced Refrigerant Management — **Under review**

Possible points: 1
Attempted: 1, Denied: 0, Pending: 0, Awarded: 0

Precertification Preliminary Review

This review is currently in progress.

Green Power and Carbon Offsets — **Under review**

Possible points: 2
Attempted: 2, Denied: 0, Pending: 0, Awarded: 0

Precertification Preliminary Review

This review is currently in progress.

MATERIALS AND RESOURCES

Storage and Collection of Recyclables — **Under review**

Precertification Preliminary Review
This review is currently in progress.

Construction and Demolition Waste Management Planning — **Under review**

Precertification Preliminary Review
This review is currently in progress.

Building Life-Cycle Impact Reduction — **Under review**
Possible points: 5
Attempted: 3, Denied: 0, Pending: 0, Awarded: 0

Precertification Preliminary Review
This review is currently in progress.

Building Product Disclosure and Optimization - Environmental Product Declarations — **Under review**
Possible points: 2
Attempted: 1, Denied: 0, Pending: 0, Awarded: 0

Precertification Preliminary Review
This review is currently in progress.

Building Product Disclosure and Optimization - Sourcing of Raw Materials — **Under review**
Possible points: 2
Attempted: 1, Denied: 0, Pending: 0, Awarded: 0

Precertification Preliminary Review
This review is currently in progress.

Building Product Disclosure and Optimization - Material Ingredients — **Under review**
Possible points: 2
Attempted: 2, Denied: 0, Pending: 0, Awarded: 0

Precertification Preliminary Review
This review is currently in progress.

Construction and Demolition Waste Management — **Under review**
Possible points: 2
Attempted: 2, Denied: 0, Pending: 0, Awarded: 0

Precertification Preliminary Review
This review is currently in progress.

INDOOR ENVIRONMENTAL QUALITY

Minimum Indoor Air Quality Performance — **Under review**

Precertification Preliminary Review
This review is currently in progress.

Environmental Tobacco Smoke Control — **Under review**

Precertification Preliminary Review
This review is currently in progress.

Enhanced Indoor Air Quality Strategies — **Under review**
Possible points: 2
Attempted: 2, Denied: 0, Pending: 0, Awarded: 0

Precertification Preliminary Review
This review is currently in progress.

Low-Emitting Materials — **Under review**
Possible points: 3
Attempted: 3, Denied: 0, Pending: 0, Awarded: 0

Precertification Preliminary Review
This review is currently in progress.

Construction Indoor Air Quality Management Plan — **Under review**
Possible points: 1
Attempted: 1, Denied: 0, Pending: 0, Awarded: 0

Precertification Preliminary Review
This review is currently in progress.

Indoor Air Quality Assessment — **Under review**
Possible points: 2
Attempted: 2, Denied: 0, Pending: 0, Awarded: 0

Precertification Preliminary Review
This review is currently in progress.

Thermal Comfort — **Under review**
Possible points: 1
Attempted: 1, Denied: 0, Pending: 0, Awarded: 0

Precertification Preliminary Review
This review is currently in progress.

Interior Lighting — **Under review**
Possible points: 2
Attempted: 1, Denied: 0, Pending: 0, Awarded: 0

Precertification Preliminary Review
This review is currently in progress.

Daylight — **Not attempted**
Possible points: 3

Quality Views — **Under review**

Possible points: 1

Attempted: 1, Denied: 0, Pending: 0, Awarded: 0

Precertification Preliminary Review

This review is currently in progress.

Acoustic Performance — **Not attempted**

Possible points: 1

INNOVATION

Innovation — **Under review**

Possible points: 5
Attempted: 5, Denied: 0, Pending: 0, Awarded: 0

Precertification Preliminary Review

This review is currently in progress.

LEED Accredited Professional — **Under review**

Possible points: 1
Attempted: 1, Denied: 0, Pending: 0, Awarded: 0

Precertification Preliminary Review

This review is currently in progress.

REGIONAL PRIORITY CREDITS

High Priority Site
Possible points: 1

Surrounding Density and Diverse Uses
Possible points: 1
Attempted: 1, Denied: 0, Pending: 0, Awarded: 0

Rainwater Management
Possible points: 1

Renewable Energy Production
Possible points: 1
Attempted: 1, Denied: 0, Pending: 0, Awarded: 0

Building Life-Cycle Impact Reduction
Possible points: 1
Attempted: 1, Denied: 0, Pending: 0, Awarded: 0

Enhanced Indoor Air Quality Strategies
Possible points: 1
Attempted: 1, Denied: 0, Pending: 0, Awarded: 0

TOTAL	**110**	**73**	**0**	**0**	**0**

Review summary

Review	Submitted	Returned	Points: Submitted	Denied	Pending	Awarded
Precertification Preliminary	**04/30/2026**	**05/20/2026** Yet to return	**73**	**0**	**0**	**0**

Credit	Status	Type	POINTS: Attempted	Denied	Pending	Awarded
Project Information	Under review		0	0	0	0
Integrative Process	Under review	Design	1	0	0	0
Sensitive Land Protection	Under review	Design	1	0	0	0
High Priority Site	Under review	Design	1	0	0	0
Surrounding Density and Diverse Uses	Under review	Design	6	0	0	0
Access to Quality Transit	Under review	Design	4	0	0	0
Bicycle Facilities	Under review	Design	1	0	0	0
Reduced Parking Footprint	Under review	Design	1	0	0	0
Construction Activity Pollution Prevention	Under review	Construction	0	0	0	0
Site Assessment	Under review	Design	1	0	0	0
Site Development - Protect or Restore Habitat	Under review	Design	1	0	0	0
Heat Island Reduction	Under review	Design	2	0	0	0
Light Pollution Reduction	Under review	Design	1	0	0	0
Outdoor Water Use Reduction	Under review	Design	0	0	0	0
Outdoor Water Use Reduction	Under review	Design	2	0	0	0
Indoor Water Use Reduction	Under review	Design	0	0	0	0
Indoor Water Use Reduction	Under review	Design	3	0	0	0
Building-Level Water Metering	Under review	Design	0	0	0	0
Fundamental Commissioning and Verification	Under review	Construction	0	0	0	0
Minimum Energy Performance	Under review	Design	0	0	0	0
Optimize Energy Performance	Under review	Design	5	0	0	0
Building-Level Energy Metering	Under review	Design	0	0	0	0
Fundamental Refrigerant Management	Under review	Design	0	0	0	0
Enhanced Commissioning	Under review	Construction	6	0	0	0
Advanced Energy Metering	Under review	Design	1	0	0	0
Demand Response	Under review	Construction	1	0	0	0
Renewable Energy Production	Under review	Design	4	0	0	0
Enhanced Refrigerant Management	Under review	Design	1	0	0	0
Green Power and Carbon Offsets	Under review	Construction	2	0	0	0
Storage and Collection of Recyclables	Under review	Design	0	0	0	0
Construction and Demolition Waste Management	Under review	Construction	0	0	0	0

Construction and Demolition Waste Management Planning	Under review	Construction				
Building Life-Cycle Impact Reduction	Under review	Design	4	0	0	0
Building Product Disclosure and Optimization - Environmental Product Declarations	Under review	Construction	1	0	0	0
Building Product Disclosure and Optimization - Sourcing of Raw Materials	Under review	Construction	1	0	0	0
Building Product Disclosure and Optimization - Material Ingredients	Under review	Construction	2	0	0	0
Construction and Demolition Waste Management	Under review	Construction	2	0	0	0
Minimum Indoor Air Quality Performance	Under review	Design	0	0	0	0
Environmental Tobacco Smoke Control	Under review	Design	0	0	0	0
Enhanced Indoor Air Quality Strategies	Under review	Design	3	0	0	0
Low-Emitting Materials	Under review	Construction	3	0	0	0
Construction Indoor Air Quality Management Plan	Under review	Construction	1	0	0	0
Indoor Air Quality Assessment	Under review	Construction	2	0	0	0
Thermal Comfort	Under review	Design	1	0	0	0
Interior Lighting	Under review	Design	1	0	0	0
Quality Views	Under review	Design	1	0	0	0
Innovation	Under review	Design	5	0	0	0
LEED Accredited Professional	Under review	Construction	1	0	0	0

MEMORANDUM

Methodology note on adjusted economic-impact figures

TO: Interested parties — business support outreach

FROM: Harbor Bay Ventures

RE: Adjustment of Dr. Daniel Shoag's economic-impact figures to current project program

DATE: May 6 2026

Summary

In November 2025, Dr. Daniel Shoag (Case Western Reserve University, formerly Harvard Kennedy School) prepared an independent IMPLAN-based economic and fiscal impact analysis of The Howard, commissioned by Harbor Bay Ventures. At the time of his report, the project was scoped at **15 stories, 361 residential units, and approximately $205M in total project cost**. Since then, the project program has been refined to **12 stories, 296 residential units, and approximately $140M in total project cost**.

To accelerate community outreach, Harbor Bay has applied a transparent, first-order proportional adjustment to Dr. Shoag's figures rather than waiting for a formal re-run. This memo documents the methodology so the adjusted figures are fully defensible. Dr. Shoag is available to update the report on request; this memo is not a substitute for that update.

Methodology

IMPLAN models economic impact in two phases — a one-time construction phase and a recurring operations phase — and each phase scales on a different driver. Harbor Bay applied two distinct scale factors accordingly.

Construction-phase figures: scaled by total project cost.

Construction-phase output, jobs, labor income, and tax receipts in IMPLAN are driven directly by the construction cost shock fed into the model. A reduction in total project cost flows through proportionally to all four indicators.

Construction scale factor: $140M ÷ $205M = **0.683**

Operations-phase figures: scaled by unit count.

Per Dr. Shoag's Table 3 on page 21 of his report, approximately 84% of the $70M annual operations output is "induced" output — economic activity generated by residents spending their wages locally. Per footnote 13 of the report, that induced spending is calculated using a rent-to-income ratio applied per unit. Unit count is therefore the dominant driver of operations-phase figures.

Operations scale factor: 296 ÷ 361 = **0.820**

Adjusted figures

Figure	Shoag (Nov 2025)	Adjusted	Scaling basis
Construction output	$205M	**$140M**	Total project cost
Construction-phase jobs	987	**~675**	Total project cost
State + local tax (build)	$7.28M	**$4.97M**	Total project cost

Figure	Shoag (Nov 2025)	Adjusted	Scaling basis
Annual operations output	$70M	**$57.5M**	Unit count
Ongoing jobs supported	~400	**~328**	Unit count
Annual local tax revenue	$1.6M–$2.6M	**$1.3M–$2.1M**	Unit count

Figures rounded for presentation. State + local tax during construction reflects Dr. Shoag's reported $7.28M after his "adjustment" step (page 20). Annual local tax revenue range reflects IMPLAN-derived ($1.59M) and Triterra millage-based ($2.60M) estimates from Dr. Shoag's report.

Limitations and disclosures

- **First-order approximation.** Proportional scaling is a transparent and conservative approach but does not capture minor non-linearities in the IMPLAN model. A formal re-run by Dr. Shoag would likely move the headline figures by approximately 1–3% relative to the adjusted figures shown.
- **Sensitivity to construction cost composition.** The construction scale factor assumes that hard-cost composition (labor, materials, services) is roughly preserved at the smaller program size. If the cost reduction is concentrated in a single category (e.g., entirely in materials), the indirect and induced multipliers could shift modestly.
- **Operations-phase assumptions inherited from Shoag report.** Two assumptions in the operations phase carry forward unchanged: (1) all residents are net new to the metropolitan area, and (2) household income is imputed using a 28.1% rent-to-income ratio. See footnote 13 of the original report for Dr. Shoag's justification.
- **Triterra millage-based projections.** The upper end of the annual local tax range is based on Triterra's site-specific millage forecasts. Their underlying assessed-value assumption may also warrant proportional review at the smaller program size; Harbor Bay applied the same unit-count scale factor for consistency.

Clarifications

"Why aren't these the same numbers in Dr. Shoag's report?":

Dr. Shoag's report was completed in November 2025 when the project was scoped at 15 stories and 361 units. The program has since been refined to 12 stories and 296 units. Rather than delay outreach to wait for a formal re-run, we proportionally scaled his figures using transparent rules — total project cost for construction-phase impact, unit count for operations-phase impact. We're happy to share the methodology memo. Dr. Shoag remains available to formally update his report.

Specific scaling factors:

Construction scales at 0.683 (the ratio of $140M to $205M total project cost). Operations scales at 0.820 (the ratio of 296 to 361 units). Both factors are documented in our internal methodology memo, which I'd be glad to share.

The underlying $70M / $57.5M operations figure:

That's IMPLAN's total economic output — direct, indirect, and induced economic activity in the Lansing-East Lansing region. The largest component is induced spending: residents spending their wages at local businesses. Dr. Shoag's full methodology and assumptions are documented on pages 17–22 of his report, which we can share on request.

BOARD 1 OF 2 · THE HOWARD · EAST LANSING

The Rarity. The Investment.

Ask us about any of these main topics of The Howard.

A VERY SMALL CLUB 01

The Rarity

2 of 3

US tall mass timber LEED Gold residential, built by Harbor Bay

CASE STUDY 02

INTRO Cleveland

~300

units · 9 stories · LEED Gold · 2022

VERIFIED PERFORMANCE 03

What It Delivers

–34%

annual GHG emissions vs. conventional

THE INVESTMENT 04

Above Conventional

$8.2M

additional cost for mass timber + LEED Gold

WHY IT STAYS RARE 05

Ahead of the Code

22

states still haven't adopted the 2021 IBC

RESIDENT WELLBEING 06

The Science of Wood

–15%

stress hormones in wood-rich interiors

HARBOR BAY VENTURES · PLANNING COMMISSION · MAY 13, 2026

BOARD 2 OF 2 · THE HOWARD · EAST LANSING

The Howard. East Lansing's Lead.

Ask us about any of these main topics of The Howard.

THE PROJECT 01

The Howard

12 / 296

stories · units · target completion 2028

COMMUNITY ENGAGEMENT 02

Community Engagement

Several

Harbor Bay Ventures has held several public meetings

ORDINANCE 1536 03

Built for the Policy

4 pts

earned · +2 mass timber · +2 LEED Gold

MICHIGAN ECOSYSTEM 04

A State Leading

$400K

Mass Timber Catalyst grants, 2025 to 2026

INDUSTRY OPPORTUNITY 05

Michigan Forestry

$26.5B

forest products economy · 88,275 jobs

EAST LANSING LEADING 06

A Precedent

1st

Michigan city to incentivize mass timber

HARBOR BAY VENTURES · PLANNING COMMISSION · MAY 13, 2026

THE HOWARD

Project Timeline & Community Engagement Summary

Submitted to the East Lansing Planning Commission

TO:	East Lansing Planning Commission
FROM:	Harbor Bay Ventures and The Ballein Family
RE:	The Howard - 401 - 421 E. Grand River Avenue, East Lansing
DATE:	May 6, 2026

1. Introduction

This document provides the East Lansing Planning Commission with a unified, factual reference for the progression of The Howard - a downtown redevelopment proposed by Harbor Bay Ventures and the Ballein family at 401 - 421 East Grand River Avenue.

Project-specific discussions began on June 12, 2025 with an initial meeting between Harbor Bay Ventures principals and City staff. In the nearly eleven months since, the project team has worked to be stewards of the East Lansing community: listening carefully to residents, hosting town halls, studying the City's adopted plans, engaging collaboratively with City staff and Commissions, and refining the project's design in direct response to feedback from both governing bodies and neighbors. The current application, submitted March 4, 2026 and amended March 20, 2026, reflects that ongoing collaborative dialogue.

2. Community Engagement

The project named "The Howard" honors Howard Ballein - Crystal Award winner, longtime East Lansing community member, and the late father of Greg and Brad Ballein. From the project's inception, the team has invested in resident dialogue beyond the standard public-hearing process.

Town Halls

Two town halls open to East Lansing residents have been held to date:

- Town Hall #1 - Tuesday, September 30, 2025 - Foster Coffee
- Town Hall #2 - Tuesday, October 14, 2025 - The Student Book Store

City Planning Documents Reviewed

In parallel with community outreach, the project team has carefully studied the City's adopted plans:

- City of East Lansing 2025 Comprehensive Plan Update
- City of East Lansing 2012 Climate Sustainability Plan

Top Themes Raised by Residents

During the town halls, residents raised the following items, all of which have informed the current design and architectural direction:

- Express the mass timber so the public can experience it, not only the residents
- Better retail activity and outdoor dining along E. Grand River; introduce a colonnade; pull the building back from the sidewalk
- Materiality and design - residents do not want a “cheap building” look
- Curated retail, not speculative retail that remains vacant
- Transit-oriented development; emphasis on bikes and pedestrians
- Density
- Affordability
- Pay homage to the Student Book Store and the Ballein family, including Crystal Award winner Howard Ballein
- Sustainable, environmentally conscious building

These themes are reflected in the current March 4 / March 20, 2026 application, including the mass timber commitment, the Gold LEED target, the colonnade and ground-floor retail orientation along E. Grand River, and the building’s overall design language.

3. The Howard - Project Timeline

Nearly 11 months of collaborative dialogue

Since the first project-specific meeting on June 12, 2025, the project team has engaged with City staff, the Planning Commission, the Zoning Board of Appeals, the Downtown Development Authority, and East Lansing residents to shape The Howard.

Date	Description
June 12, 2025	Initial project-specific meeting with City Manager Robert Belleman, Annette, Landon Bartley, and Heather to begin a collaborative dialogue on the Student Book Store redevelopment vision and how to bring the project forward in a way that works for the City and the community.
August 28, 2025	Public naming. East Lansing Info reports that the Ballein family is proposing a downtown redevelopment on the Student Book Store site and that Greg Ballein has named the project “The Howard,” in honor of his late father, Howard Ballein.
September 30, 2025	Town Hall #1 at Foster Coffee. Open community meeting; residents share input on materiality, retail, transit orientation, and design.
October 14, 2025	Town Hall #2 at The Student Book Store. Continued resident dialogue on density, affordability, sustainability, and the project’s tribute to the Ballein family and the Student Book Store legacy.
November 4, 2025	Initial land-use application submitted. Applicant: Harbor Bay Ventures on behalf of Student Book Store Inc.; 401, 421, and 427 E. Grand River Avenue. Design: 15-story mass-timber-on-concrete podium with 361 dwelling units. An earlier design iteration;

	subsequently refined collaboratively in response to City feedback (see January 2026 entries).
December 17, 2025	First Planning Commission hearing on The Howard. The project team presents, including economist Daniel Shoag's analysis of market conditions and downtown housing demand.
December 18, 2025	Presentation to the Downtown Development Authority on the project's design and financing structure.
January 7, 2026	Project team meets with the Zoning Board of Appeals to discuss elements of the initial design. The Board does not approve the requested elements, noting they are beyond the Board's purview, while commending the project's design and expressing enthusiasm for the development.
January 29, 2026	Harbor Bay Ventures submits a follow-up letter to the Zoning Board of Appeals chair to clarify items discussed at the January 7 meeting.
January – February 2026	Project team incorporates feedback collaboratively from the Zoning Board of Appeals. The refined design moves to 12 stories at less than 139 feet.
March 4, 2026	Refined project formally submitted: 12 stories, under 139 feet.
March 20, 2026	Application amended. Mass timber and Gold LEED confirmed as technically and financially feasible; both commitments documented as central to the design.

4. Project Evolution - A Collaborative Response to Feedback

The current application reflects nearly a year of iterative, collaborative dialogue with the City, residents, and reviewing bodies. The narrative arc matters because it reflects good-faith engagement at every stage.

Initial Design (November 2025)

15 stories, 168 feet, mass timber on concrete podium with 361 dwelling units. The project team presented this initial design to the Zoning Board of Appeals on January 7, 2026. The Board did not approve the requested elements, noting they were beyond the Board's purview, while commending the project's design and expressing enthusiasm for the development.

Refinement (January – February 2026)

Working collaboratively with feedback from the Zoning Board of Appeals, the project was refined to 12 stories at less than 139 feet.

Current Application (March 4 / March 20, 2026)

The refined project. Submitted March 4, 2026. Amended March 20, 2026 once the technical and financial feasibility of mass timber plus Gold LEED was confirmed. The March 20 amendment documents both commitments as central to the design.

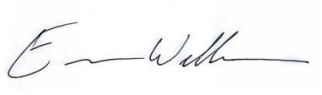
This is how the development process is intended to work. The project team has engaged collaboratively at every stage - sharing the redevelopment vision with City staff and Commissions, presenting an initial design, working with the Zoning Board of Appeals to refine the project, and integrating community feedback. Resident input from the September 30 and

October 14 town halls - especially around expressed mass timber, ground-floor retail, the colonnade, materiality, and sustainability - has shaped the design.

5. Referenced Documents

- Town Hall #1 materials and notes - September 30, 2025 (Foster Coffee)
- Town Hall #2 materials and notes - October 14, 2025 (The Student Book Store)
- Planning Commission hearing record on The Howard - December 17, 2025
- Downtown Development Authority presentation on The Howard - December 18, 2025
- Zoning Board of Appeals meeting record on The Howard - January 7, 2026
- Harbor Bay Ventures letter to Zoning Board of Appeals chair - January 29, 2026
- The Howard original land-use application materials - November 4, 2025 (15-story / 168-foot design - refined)
- The Howard refined application - submitted March 4, 2026
- The Howard application amendment - March 20, 2026 (mass timber and Gold LEED confirmation)
- City of East Lansing 2025 Comprehensive Plan Update
- City of East Lansing 2012 Climate Sustainability Plan

Yours Sincerely,



Evan Williams
Harbor Bay Ventures

PLANNING COMMISSION PRESENTATION — MAY 13, 2026

PARKING CAPACITY ANALYSIS

The Howard

Exploring a Collaborative Approach to Off-Site Parking with the City of East Lansing

Prepared for
Caleb Sharrow, Parking Administrator
East Lansing Planning Commission
East Lansing Downtown Development Authority
East Lansing City Council

Prepared by **Harbor Bay Ventures & The Ballein Family**

421 East Grand River Avenue • April 2026

02

EXECUTIVE SUMMARY

A shared parking opportunity worth exploring together

The City's B-3 district **prohibits new on-site parking without a variance** — a deliberate urban design choice that favors walkability and a shared public system. The Howard is designed to fully align with that vision and to **partner with the City** on a shared approach that serves residents and supports optimal use of the public garages.

156	430	0.21	1,060
Residential spaces needed	**Unoccupied spaces nearby**	**Spaces per bed**	**Systemwide surplus**
Peak: Thu 10 PM, September	*Division + Charles + M.A.C.*	*Slightly above 12-peer avg*	*At peak weekday occupancy*

In short: *a modest footprint, fully within walking distance — and an opportunity to explore together.*

Sources: Walker Consultants — The Howard Development Parking Analysis (March 2026); City of East Lansing Parking Division — Draft 2025 Downtown Parking Report.

03

THE DEVELOPMENT

The Howard at 421 East Grand River Avenue

PROJECT PROGRAM

748	Beds
296	Apartment units
12	Stories
8,000 sf	Retail
0	On-site parking (per B-3)

Project Site & Adjacent Public Garages



Site characteristics

- City Center Commercial District (B-3) zoning
- Directly across East Grand River from MSU campus
- Division Street Garage immediately adjacent to site (615 spaces)
- Three public garages within a 3–5 minute walk

Source: Walker Consultants — The Howard Development Parking Analysis (March 2026), Figure 1.

04

URBAN DESIGN LEADERSHIP

The City's B-3 district actively discourages on-site parking by design

CHAPTER 50 – ZONING, ARTICLE VIII, SECTION 50-814(4)

East Lansing's B-3 district not only sets no parking minimum — it prohibits new on-site parking without a variance. This is an intentional, forward-thinking commitment to walkability, urban design, and a shared public parking system.

On-site parking is prohibited

New on-site parking in the B-3 district cannot be built without a variance — the ordinance actively steers developments away from surface and structured parking.

Shared public system by design

Instead of duplicative on-site parking, the ordinance directs developments to the City's consolidated garage system — maximizing use of public assets already built.

Off-premises partnerships

Developments partner with the municipal system through annual permit arrangements at public facilities within a quarter-mile of the site.

The Howard is fully aligned with the City's B-3 vision — no variance, no exception, just compliance with a thoughtful urban planning framework.

Source: City of East Lansing Code of Ordinances, Chapter 50 Zoning, Article VIII, Section 50-814(4); framework interpretation per Walker Consultants (March 2026).

05

MODAL CONTEXT

The site's walkability and transit access suggest modest vehicle demand

A WALKER'S PARADISE

91

WalkScore

Daily errands don't require a car

96

BikeScore

Biking for daily transportation

Source: WalkScore.com site rating for 421 E. Grand River Avenue

Both scores fall in the "daily errands do not require a car" band. Target, groceries, and everyday services are within three walkable blocks.



Direct transit access

Five CATA bus routes serve East Grand River (1, 20, 24, 26, 48); routes 22 and 23 within walking distance.



Adjacent to MSU campus

Directly across East Grand River Avenue from Michigan State University — a captive non-driving population.



Multimodal connections

Michigan Flyer (14 daily trips to Ann Arbor / DTW) one block away; Capital Area Multimodal Gateway accessible via CATA 20.



Student- & transit-oriented tenants

Undergrads, grad students, MSU faculty, and staff — demographics with structurally lower vehicle ownership.

Source: Walker Consultants — The Howard Development Parking Analysis (March 2026), "Transit and Walkability" section.

06

BENCHMARK ANALYSIS

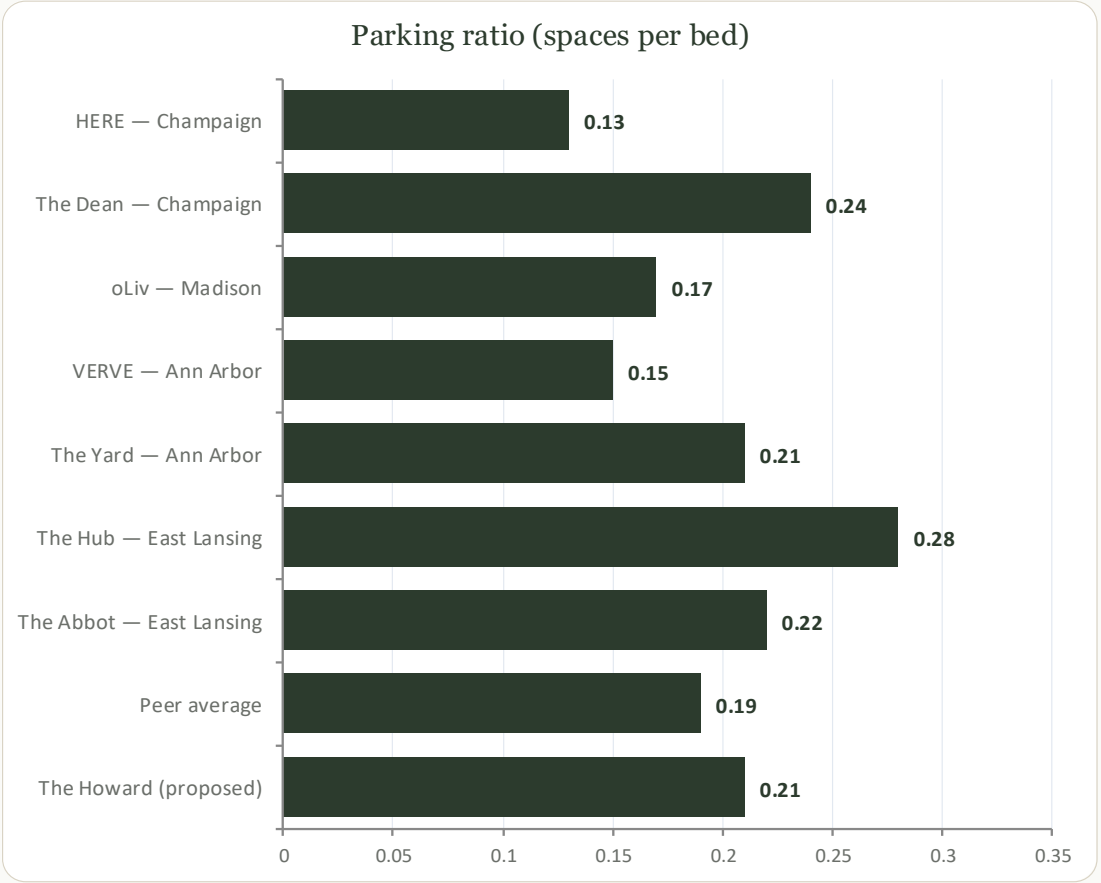
Peer developments point to a parking ratio around 0.19 per bed

Walker Consultants benchmarked 12 recently built student-oriented residential developments in university towns with walkable districts and public transit access.

The Howard's proposed 0.21 spaces per bed sits slightly above the peer average — a modestly conservative assumption.

Peer range — spaces per bed

Low	**0.07**	*Hub Five Corners, Ann Arbor*
Average	**0.19**	*12-project peer set*
Median	**0.20**	*12-project peer set*
High	**0.28**	*The Hub, East Lansing*



Source: Walker Consultants — The Howard Development Parking Analysis (March 2026), Figure 2. Excludes The Landmark (East Lansing, 0.44/bed) as an outlier; the remaining 12 developments inform this analysis.

07

PROJECTED DEMAND

Walker's analysis projects a need for approximately 156 resident spaces

748 BEDS × **0.21** SPACES PER BED = **156** RESIDENT SPACES NEEDED

Peak condition defined

Design day: Thursday, 10:00 PM, September (Fall semester). This is when residential demand is at its highest.

Shared parking methodology

Walker applied the ULI Shared Parking model with ITE/ULI base ratios, then adjusted for local mode share, non-captive effects, and peak hour/month factors.

Equivalent unit ratios

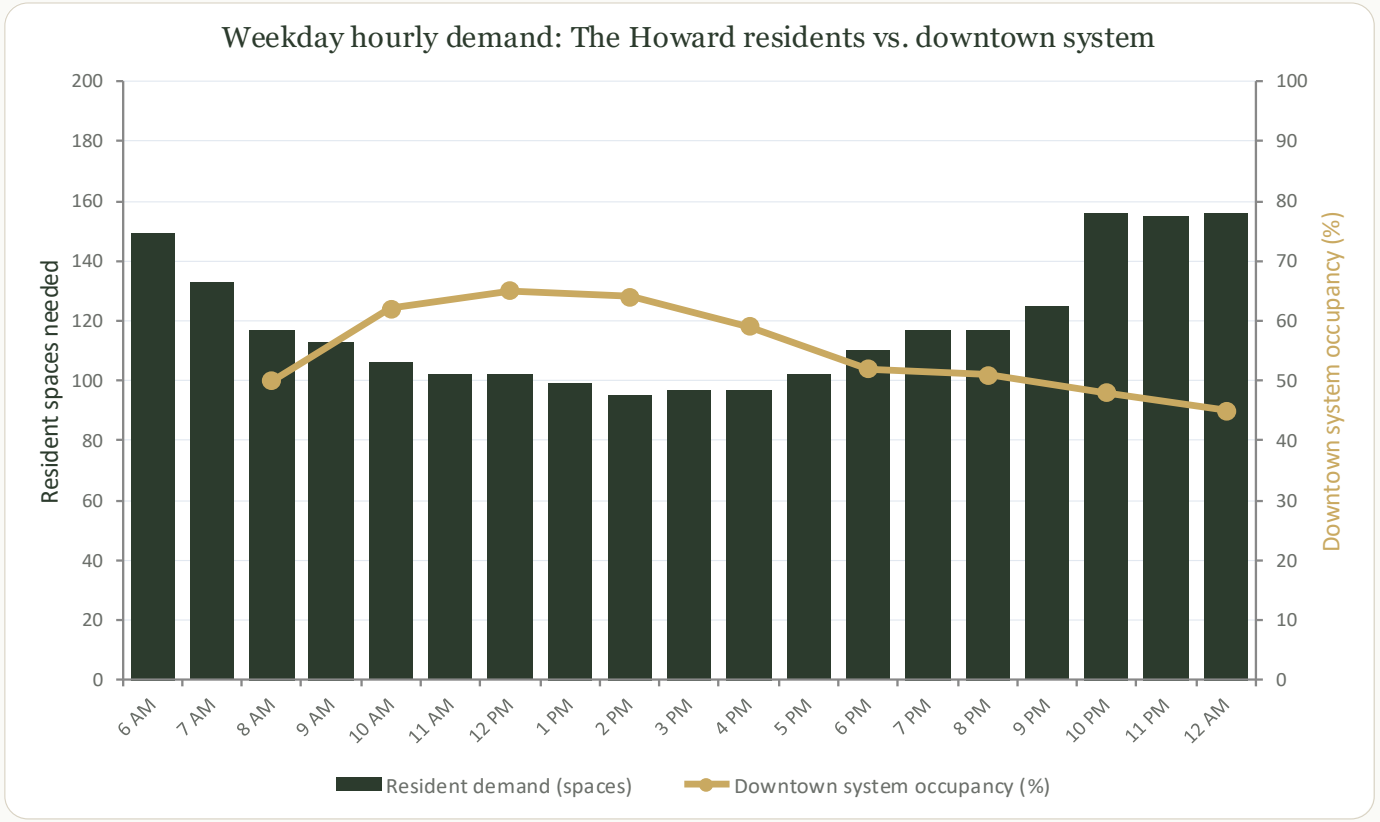
156 spaces equates to 0.21 per bed and 0.53 per unit — both below typical municipal minimums and consistent with peer developments.

Source: Walker Consultants, The Howard Development Parking Analysis, March 2026.

08

DEMAND TIMING

Resident parking tends to peak when downtown demand is at its quietest



KEY INSIGHT

Complementary timing

Resident demand peaks at 10 PM, when downtown occupancy falls to ~48%.

At midday peak (12:30 PM), when downtown is busiest, only ~102 residents are parked — freeing capacity for visitors, employees, and customers.

This is the classic case for shared parking: two uses, opposite peaks, one supply.

Sources: Walker Consultants (resident demand); City of East Lansing Parking Division (Fall 2025 occupancy).

09

SYSTEM-WIDE UTILIZATION

The City's data shows meaningful headroom in the downtown system

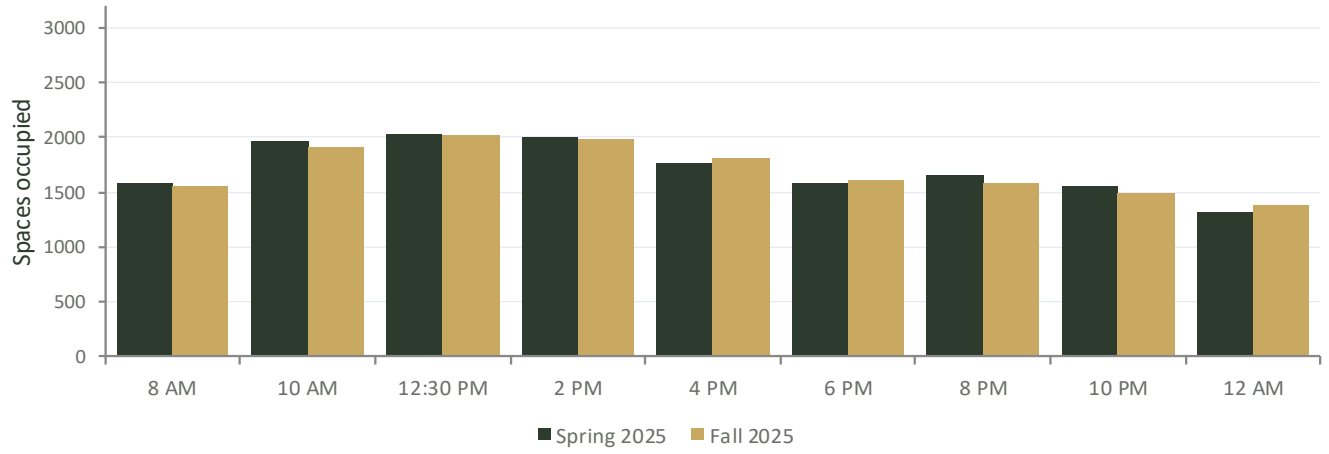
3,088
Total public spaces
Downtown parking system

66%
Peak occupancy
Thursday 12:30 PM

~1,060
Surplus at peak
Unoccupied spaces

45%
Late-night occupancy
At midnight, system-wide

System-wide occupancy across a typical weekday (out of 3,088 spaces)



WHAT WE'RE SEEING

Room to grow together

Even at the single busiest hour of a typical week, roughly one in three public spaces sits empty. The Howard's projected need would represent about 15% of current weekday headroom.

Source: City of East Lansing Parking Division, Draft 2025 Downtown Parking Report; Spring and Fall 2025 counts.

10

ADJACENT SUPPLY

Three public garages sit within a 3–5 minute walk of the site

DIVISION STREET GARAGE

181 Division St.

615

TOTAL SPACES

Walk time	**Adjacent to site**
Fall 2025 occupancy	**46%**
Monthly permit rate	**$90–$115/mo**

Directly adjacent to The Howard — a natural first choice for any permit conversation.

CHARLES STREET GARAGE

121 Charles St.

680

TOTAL SPACES

Walk time	**1-block walk**
Fall 2025 occupancy	**51%**
Monthly permit rate	**$100–$125/mo**

One block west; could help spread demand across facilities, at the City's discretion.

M.A.C. AVENUE GARAGE

310 M.A.C. Ave.

239

TOTAL SPACES

Walk time	**~5-minute walk**
Fall 2025 occupancy	**50%**
Monthly permit rate	**$95/mo**

An additional option the City may consider if broader distribution is preferred.

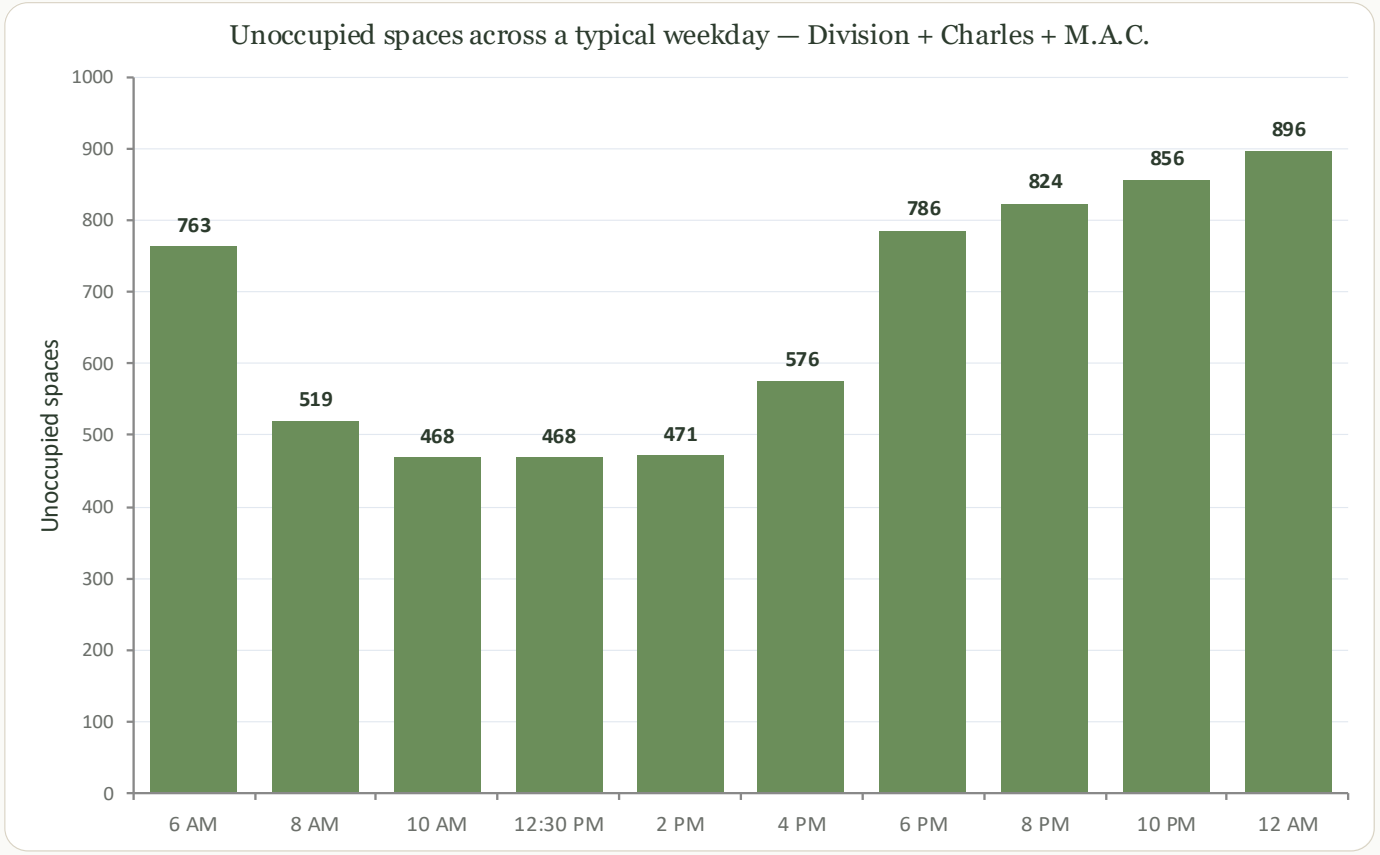
Combined inventory: 1,532 spaces across the three nearest public garages

Sources: City of East Lansing Parking Division — Draft 2025 Downtown Parking Report (inventory, occupancy, FY2026 monthly permit rates); Walker Consultants — The Howard Development Parking Analysis (March 2026).

11

PEAK AVAILABILITY

The nearby garages are just one slice of a much larger pool of available capacity



THE HOWARD NEEDS

156

resident spaces

OPEN IN 3 NEARBY GARAGES

468

at the peak hour

OPEN ACROSS THE SYSTEM

~1,060

at the peak hour

Nearby capacity alone offers roughly 3× what's needed — and the broader downtown system holds nearly 7× that amount.

Peak garage occupancy occurs Thursday at 12:30 PM (69%). Sources: Walker Consultants analysis of City of East Lansing Parking Division, Fall 2025 counts.

12

LOOKING FORWARD

National trends suggest today's surplus capacity is likely to grow over time

*A body of independent research **points to a gradual, structural softening** of demand for downtown parking — a trend expected to continue in the coming decades. This context suggests that thoughtfully leasing existing capacity today is a timely and forward-looking strategy.*

INDUSTRY IN STRUCTURAL DECLINE

−5.9%

avg annual change in US Parking Lots & Garages industry revenue, 2017–2022

Industry research firm IBISWorld documents a multi-year contraction in the U.S. parking industry. The commercial real estate group NAIOP observes that many operators are now planning for "an overall decline in parking facility use in the future" — with surface lots and garages increasingly being converted to other uses.

Sources: IBISWorld (2023); NAIOP (2021, 2022).

AV ADOPTION ACCELERATES THE TREND

~50%

of U.S. road travel projected to be autonomous by 2040 (CNBC forecast)

A systematic review of 130 academic studies (ScienceDirect, 2023) found broad consensus that autonomous vehicles "would encourage dispersed urbanization, reduce parking demand, and enhance network capacity" over the long term. Brookings Institution (2025) adds: "As car ownership declines, cities will need fewer parking lots."

Sources: Brookings Institution (2025); ScienceDirect review (2023); MDPI Sustainability (2023).

WHAT THIS MEANS FOR EAST LANSING

Timely

a walkable, transit-rich, university-adjacent downtown is well-positioned

Research (Urbanism Next) suggests that the largest parking reductions will occur in places with strong transit, walkable blocks, and shared-mobility infrastructure — exactly the conditions downtown East Lansing has cultivated. Putting today's surplus capacity under a long-term lease is a way to convert a softening asset into steady, predictable revenue.

Source: Urbanism Next, University of Oregon (AV & parking research, ongoing).

In short: *leasing existing surplus capacity to The Howard isn't just a near-term solution — it may help the City convert underused assets into durable revenue before broader market forces compress parking values further.*

13

POTENTIAL PARTNERSHIP

A permit partnership could be a meaningful resource for the City

POTENTIAL ANNUAL CONTRIBUTION

$197,820

illustrative, at blended 3-garage rate ($105/mo × 157 permits × 12)

THE MATH

748 beds × 0.21 = **157 monthly permits**

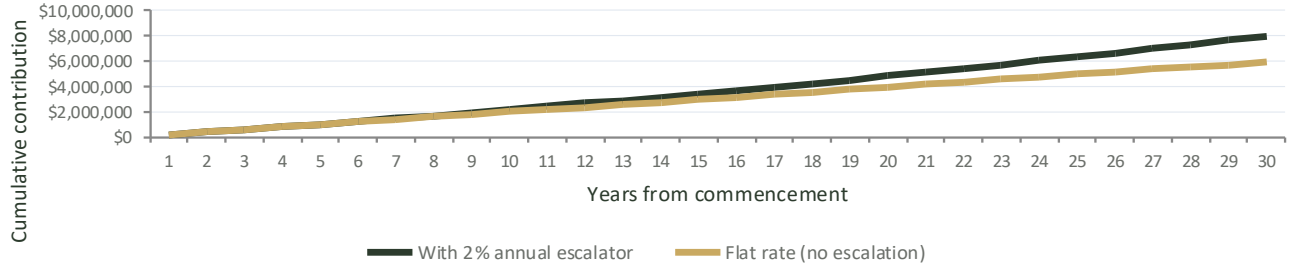
157 permits × $105/mo avg = **$16,485/month**

$16,485/month × 12 = **$197,820/year**

LOW **$90/mo** *(upper-level)* → **$169,560/yr**

BLENDED **$105/mo** *(3-garage avg)* → **$197,820/yr**

HIGH **$125/mo** *(lower-level)* → **$235,500/yr**



ILLUSTRATIVE LONG-TERM VALUE

Blended rate, 2% escalator assumption

10 YEARS	**$2.17 M**
20 YEARS	**$4.81 M**
30 YEARS	**$8.03 M**

A note on context: *we recognize the City is navigating budget pressures and believe a long-term permit arrangement could offer a steady, predictable contribution — one of many tools the City might consider alongside its own planning.*

Inputs: permit count derived from Walker Consultants (March 2026) demand analysis (748 beds × 0.21); monthly permit rates from City of East Lansing Parking Division FY2026 schedule. Projections assume 2% annual escalator.

14

NEED & CAPACITY

Projected need fits within both nearby and citywide available capacity

PROJECTED NEED

156

resident spaces at peak
Thu 10 PM, September

vs.

AVAILABLE CAPACITY

430+

in 3 nearby garages

+ ~1,060

citywide at peak hour

The City's allocation approach

The Parking Division currently allocates roughly half of available supply (~215 spaces) to permits, reserving the balance for transient parking and operational flexibility.

Flexibility across garages

Should it prove helpful, resident permits could be distributed across Division, Charles, and M.A.C. — giving the City flexibility in how to manage transient access.

Presence factor

Because only ~60% of permits are typically present at peak, the City's existing oversell practice effectively expands usable capacity — a well-tested approach.

Sources: Walker Consultants — The Howard Development Parking Analysis (March 2026); permit allocation, presence factor, and operational cushion figures per City of East Lansing Parking Division.

LOOKING AHEAD

A shared opportunity — and a conversation we'd welcome.

01

The downtown system has significant headroom

City data indicates ~1,060 surplus spaces citywide at peak — with 430+ open in the three nearby garages alone. The broader system offers meaningful flexibility well beyond the immediate site.

02

The Howard's projected footprint is modest

Walker's analysis suggests ~156 spaces at peak (0.21 per bed, in line with peer averages) — roughly 15% of current weekday citywide headroom.

03

We'd welcome the City's guidance on structure

Whether permits live primarily in Division or are distributed across multiple garages, we'd defer to the Parking Division's preferred approach.

04

A partnership that could support the City over time

Illustratively, ~157 annual permits would contribute on the order of $198K/yr — a steady, long-term resource the City might find helpful as one tool among many.

Sources: *Walker Consultants — The Howard Development Parking Analysis (March 2026); City of East Lansing Parking Division — Draft 2025 Downtown Parking Report.*

DICKINSON WRIGHT PLLC

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FACSIMILE: 844-670-6009
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NOLAN J. MOODY
NMoody@dickinsonwright.com
517-487-4714

May 13, 2026

Via Email Only

City of East Lansing Planning Commission
410 Abbot Road
East Lansing, MI 48823
coelplanningcommission@cityofeastlansing.com
lbartley@cityofeastlansing.com

Re: Case No. PSUP26-0001; 401, 421, & 427 E. Grand River Avenue

Dear Planning Commissioners,

Dickinson Wright PLLC ("DW") represents the State News Media Group ("State News") regarding its objections to the application materials submitted by Harbor Bay Ventures ("Harbor Bay") for the proposed site plan of a 12-story mixed use building called "The Howard" located on Grand River Avenue (the "Property"). The State News owns the building located at 435 E. Grand River Avenue ("State News Property"), which is directly adjacent to the Property. Please ensure that this correspondence is entered into the official record for Harbor Bay's application ahead of the May 13, 2026 public hearing.

While the State News does not object to Harbor Bay's proposed project in general, certain vital information that directly affects the State News Property is absent from the application materials. The State News submits this correspondence into the record to highlight information that is needed for this project to be code compliant and otherwise necessary to secure a positive recommendation from the Planning Commission. As explained below, the State News requests that the Planning Commission require further information from Harbor Bay and to continue the public hearing at a later date or, in the alternative, if the Planning Commission is inclined to recommend approval of the current application as presented, to include conditions of approval which will mitigate the project's impacts on the State News Property.

Objections to the Application Materials

Harbor Bay's application does not provide sufficient information in two key areas. First, the application does not adequately identify how the proposed project will be compatible with and mitigate impacts on surrounding properties. Second, the application does not provide a sufficient construction plan. These items are addressed in turn.

Site Plan Standards of Review (Sec. 50-38)

(1) *General site conditions.* The site shall be designed and developed to provide a logical relationship between functional elements, to effectively serve the purposes for which it is to be developed, and to be reasonably compatible with surrounding properties.

a. The size, height, design and architectural treatment of buildings shall be reasonably compatible with surrounding properties; except, if the site is in an area which is expected to redevelop in accordance with the provisions of the comprehensive plan, the size, height, design and architectural treatment of buildings shall be consistent with the objectives in the comprehensive plan.

b. Buildings, including windows, balconies and other openings, shall be located and designed to provide reasonable privacy for residents and employees on the site and those adjacent to the site; buffers such as walls, fencing, landscape plantings or additional setbacks may be required to protect residents and employees from adverse impacts from adjacent uses or streets.

c. Yard areas on the site shall be arranged and improved to provide adequate light and ventilation; separation between buildings, roads and other activity areas; trees and other vegetation; passive and active recreational areas; and to improve the appearance of the property, ensure reasonable privacy and enjoyment for residents and employees and promote the public health, safety and welfare.

d. Outdoor activity areas, such as pools, playgrounds, courts, cooking or dining facilities, shall be located and screened sufficiently to minimize impacts on adjacent properties or dwelling units on the site and to provide appropriate security.

As the Commission knows, one of the chief purposes of site plan approval is to ensure that the proposed project will minimize negative impacts on surrounding properties. (Sec. 50-36). This is further reinforced by the requirements in Sec. 50-38(1) quoted above. In this case, the available application materials do not sufficiently address how the project fits within the surrounding properties or how same will minimize the impacts on the State News Property.

To begin, the Property is proposed with essentially zero step-backs from the State News Property. Apartment windows are proposed on the east side of the building facing the State News Property on floors 3-12. As these are residential units, life-safety[1] and emergency requirements

[1] The application does not even include a life safety plan.

will likely make future upward redevelopment of the State News Property difficult if not impossible without adequate step-backs. This significantly reduces the future value and functionality of the State News Property.

Additionally, the application narrative is insufficient in its explanation of compatibility with existing surrounding uses. The State News Property is only 2 stories as compared to the Property, which will be 12 stories. All other structures in the immediate vicinity of the Property are significantly shorter than 12 stories.

While the State News does not necessarily object to the project's height, the development of a structure which is significantly higher than adjacent structures creates negative impacts on adjacent properties, which must be mitigated. Aside from the obvious aesthetic inconsistency, the project's height could impact the State News Property through snow drifts, wind redirection, and water runoff on the State News Property, privacy concerns, or the potential for falling debris during and after construction. The application should acknowledge and address these impacts.

Because the application in its current form does not provide for adequate step-backs or sufficiently address the proposed project's impacts to adjacent properties, it does not meet the requirements for site plan approval under Sec. 50-38. The Planning Commission should direct Harbor Bay to submit additional materials addressing these items, including appropriate step-backs from the property line, and continue the public hearing after these additional materials are meaningfully reviewed.

Construction Impact and Plan (Sec. 50-37(7)(e))

Sec. 50-37(7)(e) requires an applicant to submit a "proposed schedule and staging of the development" with an application for site plan approval. A review of the publicly available application materials on the City of East Lansing website indicates that the required construction plan is missing from the application. A conceptual drawing/plan is provided but is inadequate as explained below.[2]

The most concerning omission is that Harbor Bay is almost certainly planning to use the alley behind the Property and the State News Property (between Grand River Ave. and Albert Ave.) for construction activities, yet there is no mention of it in the application. Depending on the schedule and method of construction, this could leave the alley blocked and unusable for two years.

[2] In addition to failing to meet Sec. 50-37(7) of the Code, the omission of a sufficient construction plan also supports the above analysis that the application fails to consider the impact on adjacent properties as required in Sec. 50-38.

Tenants of the State News Property use the alley for loading and unloading deliveries, and other related functions critical to their businesses. For example, one of the State News' tenants is Panda Express, who receives food deliveries in the alley 2-3 times per week. Even a minor disruption would cause hardship for these tenants while a 2-year loss of the alley would have highly damaging effects.

Further, as noted by the City's engineer, the roadways and sidewalks surrounding the Property will likely suffer significant deterioration during the construction phase. Harbor Bay's construction plan must be required to address remediation of any damage to this infrastructure. The construction plan should also provide for safety measures designed to protect pedestrians and drivers travelling to and from the State News Property.

Construction of the proposed project also carries the potential for more significant impacts to the State News building itself. Excavation of the Property could threaten lateral support for the State News Property, cause settling around the building, vibration damage, and disrupt basic building functions. The applicant must be required to provide a vibration monitoring plan, a shoring/underpinning protocol, and a construction protection agreement with adjacent owners before approval of the site plan.

It should be noted that the submitted plans do not appear to provide required information regarding exterior lighting. (Sec. 50-155). This should be provided prior to approval to ensure adjacent properties are not negatively impacted.

Requested Action

To emphasize, the State News is not requesting an outright denial of this project, nor is the State News opposed to the project in general. Rather, the State News simply seeks information (required by the Zoning Ordinance) explaining how the proposed project will: (i) be compatible with surrounding properties, (ii) mitigate potential impacts, and (iii) proceed through the construction phase and remediation.

The State News respectfully asks that the Planning Commission continue the public hearing to a later date, and instruct Habor Bay to provide the above-cited required information prior to the continued public hearing.

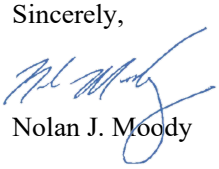
In the alternative, prior to approval of the site plan, the State News respectfully asserts that conditions must be imposed consistent with Sec. 50-36(d) to minimize the impact of the proposed project on the surrounding area, particularly the State News Property. At minimum, the State News requests that any approval of the proposed project carry a condition that the project shall not be

developed in a manner that would impede the ability of the State News Property to be upwardly developed in the future. Any condition(s) addressing this item should require sufficient step-backs on floors 3 through 12 in conjunction with an approved life-safety/emergency plan that will reasonably accommodate future development of the State News Property.

Further, conditions must be imposed relating to the required construction plan. As noted above, there are significant risks related to the State News building structure, impacts to the State News' tenants through use of the alley and construction nuisance through noise, vibrations, and the like, impacts to the sidewalk and road infrastructure, and safety/convenience of pedestrians and drivers traveling to and from the State News Property. Adequate conditions must be placed on construction prior to site plan approval to minimize these impacts. These conditions should include, but not necessarily be limited to, Harbor Bay providing a vibration monitoring plan, a shoring/underpinning protocol, and a construction protection agreement with adjacent owners before approval of the site plan.

The State News appreciates the Planning Commission's time and attention to this matter. Please do not hesitate to reach out to my office for any reason.

Sincerely,



Nolan J. Moody

NJM:asf

LANSING REGIONAL CHAMBER

March 25, 2026

To East Lansing City Council & Planning Commission,

On behalf of the Lansing Regional Chamber of Commerce and the undersigned businesses across the Lansing region, we express our strong support for The Howard, a transformative mixed-use development proposed for downtown East Lansing.

East Lansing holds a pivotal place in our regional economy. Powered by Michigan State University and a dynamic downtown, the city is a center of talent, innovation, commerce, and culture. The decisions made here reverberate far beyond city limits — they influence the economic direction of the entire region.

At a moment when communities across Michigan are competing fiercely to grow population, attract talent, and strengthen their tax base, The Howard represents exactly the kind of bold, future-focused private investment our region must champion.

This project is far more than a single development with isolated benefits. Its pioneering use of a Mass Timber superstructure positions East Lansing as a national — and global — leader in sustainable construction and advanced design.

The Howard will push the boundaries of manufacturing, supply chain innovation, engineering, and architecture, elevating our workforce and expanding our economic capacity. Cities like Grand Rapids, Ann Arbor, and Detroit often dominate the headlines for innovation. This is East Lansing's moment to claim that narrative.

The project's economic impact is significant, highlighted by:

- 987 jobs and $205M in economic output during construction
- $7.28M in tax impact for State and Local Government in Michigan during construction
- Once operational, the project is expected to support around 400 jobs and generate about $70M in annual economic output.

And the significance of Mass Timber extends even further. Our region takes pride in its environmental stewardship and its deep ties to Michigan's forestry industry. The Howard offers a rare opportunity to

LANSING REGIONAL CHAMBER

make a forward-looking investment in that industry, supporting jobs, strengthening rural communities, and demonstrating that sustainability and economic growth can advance together. This is our chance to lead.

In the years ahead, our community will recognize The Howard as a catalyst for growth, building on the momentum created by the Park District | Graduate and Center City District developments and advancing economic vitality for East Lansing, the Lansing region, and Michigan as a whole.

For these reasons, we respectfully urge your full support for Harbor Bay and The Ballein Family as they pursue The Howard development.

Respectfully,

Tim Daman,
President & CEO

Supporting Businesses:
Anderson Economic Group
Audible Business
Berkshire Hathaway HomeServices Tomie Raines REALTORS
Brogan Insurance Company
Douglas J Institutes & Salons
Fidelity National Title
Flatz Living
Graduate East Lansing
Greater Lansing Area Moms
Horizon Bank
Krimson, LLC
Netvantage SEO
Residence Inn
Sultan's Mediterranean Restaurant
Tri-Star Trust

May 13, 2026

To East Lansing City Council & Planning Commission,

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Office: 517.487.6340 . 500 E. Michigan Ave., Suite 200 . Lansing, MI 48912 . www.lansingchamber.org

In the years ahead, our community will recognize The Howard as a catalyst for growth, building on the momentum created by the Park District | Graduate and Center City District developments and advancing economic vitality for East Lansing, the Lansing region, and Michigan as a whole.

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Sincerely,

Lansing Regional Chamber of Commerce
And the Undersigned Businesses and Organizations
Anderson Economic Group LLC
Audible Business
Berkshire Hathaway HomeServices Tomie Raines REALTORS
Douglas J Institute & Salons
F.D. Hayes Electric Company
Fidelity National Title
Flatz Living
Greater Lansing Area Moms
Horizon Bank
Krimson, LLC
Michigan Certified Development Corporation
Netvantage SEO
Plante Moran
Residence In
SME
Sultan's Mediterranean Restaurant
The Christman Company
The Graduate Hotel East Lansing
Transworld Business Advisors
Tri-Star Trust

April 7, 2026

East Lansing Planning Commission
City of East Lansing
410 Abbot Road
East Lansing, MI 48823
coelplanningcommission@cityofeastlansing.com
lbartley@cityofeastlansing.com

Written Comment - Public Hearing
Re: Harbor Bay Ventures, "The Howard," 401, 421 & 427 E. Grand River Ave

Dear Members of the Planning Commission:

I write on behalf of the Board of Directors of The State News Media Group, owner of the commercial property at 435 E. Grand River Avenue — immediately adjacent to the proposed Howard development site. We submit this comment to formally express our concerns regarding the current development plans.

We understand that the applicant has modified its application such that the review process is now a site plan approval rather than a special use permit, and that the substantive public hearing on the modified application is scheduled for the May 13, 2026, Planning Commission meeting. We intend to submit detailed written comments and appear at that hearing.

We raise the following concerns at this time so that they are part of the record from the earliest stage of the Commission's review:

Impact on adjacent property redevelopment rights. The current plans of the Howards proposal are to develop and construct a 12-story building directly up to the property line shared with our two-story building at 435 E. Grand River Avenue. The applicant's submitted materials address the impact on neighboring properties with a single sentence asserting code compliance. The applicant's Project Design Narrative addresses impacts on neighboring properties with a single bullet point stating only that 'all front, side, and rear setbacks meet the zoning district requirements.' No further analysis is provided. This is insufficient. The placement of residential apartment windows from floors 3 through 12 on the East-facing facade, adjacent to our shared property line — as indicated in the applicant's architectural drawings — would severely constrain, or effectively foreclose, our ability to redevelop our property upward in the future, without any easement, agreement, or compensation. This issue must be fully analyzed and addressed before site plan approval is granted.

Construction protection for the adjacent occupied building. Deep foundation excavation immediately adjacent to our occupied two-story commercial building presents a significant structural risk. We request that the Commission require, as a condition of Site Plan approval, a pre-construction structural survey of neighboring

parcels (State News Building and the Division Street Garage) and a binding construction protection agreement, including vibration, structural health, optical/geotechnical, and environmental monitoring systems, to be installed prior to any ground disturbance. We also request that detailed reports be provided regularly throughout the construction process.

We will submit comprehensive written comments addressing these and related concerns in advance of the May 13 hearing. We respectfully request that tonight's comments be included in the full record for the May 13 proceeding.

Respectfully submitted on behalf of the Board of Directors,

Chris Richert
General Manager
The State News Media Group
435 E. Grand River Avenue
East Lansing, MI 48823

Downtown Development Authority

AGENDA ITEM REPORT

To:	Downtown Development Authority
Subject:	Request for a Recommendation to City Council regarding a request from Evan Williams on behalf of Harbor Bay Ventures for approval of a Site Plan for a 12-story mixed use development consisting of one-, two- and three-bedroom dwelling units and ground floor commercial space at 401, 421, & 427 E. Grand River Avenue. The property is zoned B3 City Center Commercial Business District.
Meeting:	Downtown Development Authority - 28 May 2026
Department:	Downtown Development Agenda Group
Staff Contact:	Lori Mullins, Downtown Development Authority Executive Director

BACKGROUND INFORMATION:

Attached for the DDA's review and consideration is the Planning Commission Staff report and attachments, prepared for the Planning Commission's May 13, 2026 meeting, for a Site Plan application at 401, 421, and 427 E. Grand River Ave.

At the February 26 DDA meeting, consideration of a project at this location was tabled until new materials would be available for review. The applicant has produced updated application materials. A public hearing was held by the Planning Commission on May 13, 2026, and the request is on the Planning Commission's May 27, 2026 agenda. Planning staff will provide an update on the status of the site plan application at the DDA meeting and the DDA may be asked to provide a recommendation to the City Council.

FINANCIAL IMPACT:

Upon successful completion and stabilization of the proposed project, the DDA tax increment revenue would increase, with the estimated increase being approximately $700,000-$800,000 per year, making funds available for new public infrastructure or DDA programs.

STRATEGIC PRIORITIES:

Include quality of design in architecture and open public spaces.

RECOMMENDATION:

Below is a motion for the Board's consideration. Move to approve/deny a request from Evan Williams on behalf of Harbor Bay Ventures for approval of a Site Plan for a 12-story mixed use development consisting of one-, two- and three-bedroom dwelling units and ground floor commercial space at 401, 421, & 427 E. Grand River Avenue.

ATTACHMENTS:

401 E. Grand River report PC 5.13.26

EL_Planning_Commission_Presentation_The_Howard_5.13.26
LEED precertification status - under review - 1000231992_Review_Report
Memo_Shoag_Figure_Adjustment 5.6.26
Presentation Board 1 5.6.26
Presentation Board 2 5.6.26
The Howard Project Entitlements Timeline V1 5.6.26
The_Howard_Parking_Presentation_5.13.26 5.6.26
Dickinson Wright Letter to EL Planning Comm 5.13.2026
Lansing Regional Chamber letter of support 3.25.26
Lansing Regional Chamber letter of support for The Howard Project_5-13-2026
State_News_April_8_2026_RE_The_Howard_Email_Opposed

Department of Planning,
Building & Development

STAFF REPORT

Address	401, 421, 427 E. Grand River Avenue
Applicant	Harbor Bay Ventures
Zoning	B3 City Center Commercial District
Type of Case	Site Plan (12 story multi-family & 1st floor Commercial)
Staff person	Alycia Reiten
CASE Number	PSUP26-0001
PC hearing date	May 13, 2026
CC review date	

Overview

- The applicant request is to construct a 12-story mixed use development consisting of one- two- and three- bedroom multi-family dwellings, with ground floor commercial space. The property is zoned B3 City Center Commercial Business District.
- The zoning district allows multi-family dwelling units with three or fewer bedrooms per dwelling unit above the first floor, provided that one or more principal uses allowed in the district are located on the first floor, up to eight (8) stories.
- The proposed project includes mass timber construction and targets LEED Gold certification. Mass timber allows for two additional stories by right above eight (8) stories. LEED Gold allows for two additional stories by right above eight (8) stories. These incentives apply to the entire building.

Existing Conditions

- The site consists of .7 acres (30,558 sf).
- The site is an existing multi-lot, single ownership building strip which houses the existing Student Book store, former Starbucks and a former restaurant.
- The applicant is the developer partner of the owner.

B3 City Center Commercial District

Sec. 50-591. - Purpose.

The purpose of this district is to provide for a wide range of commercial and high-density residential land uses designed to serve the residents and shoppers of the East Lansing City Center. Because of its proximity to the Michigan State University campus and nearby residential neighborhoods, a major characteristic of the City Center is its intense core of pedestrian activity. This activity helps to create a unique social environment where people can gather and enjoy the festive atmosphere of a university downtown, attractive landscaping and greenery, and the diversity of retail shops. The provisions of this district are intended to encourage the planned development of pedestrian amenities and public and private open space and closely regulate the need for direct automobile access to each establishment. Also important in the future development of the City Center is the concept of mixed-use development promoted by this district and the East Lansing Comprehensive Plan. Mixed-use development for purposes of this district is defined as the combination of

commercial and residential land uses within the same building. Since the City Center contains only limited geographic area for expansion, intensifying development through a mixture of uses within the same building is of major importance to the city's efforts to expand the tax base and broaden the housing and shopping opportunities available in the City Center.

Future Land Use (Comprehensive Plan)
The 2018 Comprehensive Plan designates this site as M-4 Mixed Use. This future land use category is shown on the future land use map primarily in the core downtown area and East Village where there is a mix of single-family and multi-plex rental properties and commercial buildings ranging from one (1) story to eight (8) stories. The core downtown also has new mixed-use buildings that have both residential renter and owner-occupied units. The category allows for mixed-use buildings with a minimum height of four (4) stories or sixty-four (64) feet and eight (8) stories or one hundred and twenty-eight (128) feet by right or ten (10) stories or one hundred and forty (140) feet with a bonus.

The intent of this land use category is to increase the housing options and commercial retail and office space in these areas. More specifically, diversify the population cohorts living in the area, draw major employment industries to the community and provide opportunities for key services such as a grocery store, urgent care facility and other such basic services within walking distance from many of the city's urban neighborhoods. In addition, produce quality public realms that feel safe, welcoming and are designed with environmentally responsible features such as pervious paving, shade trees and rain gardens.

The Mixed-Use 4 Category is most analogous to the B3, City Center Commercial Zoning District. As it suggests, property under this category should be occupied by a wide range of shops, offices and services uses including hotels in conjunction with residential uses often contained within the same building. Building heights of ten (10) stories are recommended within the Mixed-Use 4 Category whereas the B3 District allows an increase in stories up to one hundred and forty (140) feet by special use permit and upon three-fourths affirmative vote of all members of the city council. On-site parking in the B3 District requires specific approval by the Planning Commission. The East Village Zoning District is somewhat similar to the Mixed-Use 4 Category in that at least 50 percent of the first floor of each building must be devoted to retail uses.

Zoning
- B3 City Center Commercial District.
- In the B3 District, multi-family dwelling units with three or fewer bedrooms per dwelling unit are permitted above the first floor provided that one or more principal uses allowed in the district are located on the first floor. This is subject to Site Plan approval by the City Council with a recommendation by the Planning Commission.

Surrounding Land Uses

North: Division Street Garage – B3 City Center Commercial District
South: MSU – University District
West: Jackson National Life Insurance Company – B3 City Center Commercial District
East: State News building includes Detroit Wing Co & Panda Express – B3 City Center Commercial District





Building and Proposed Use

- The proposed building is a 12-story building, 139'9" tall, mass timber building with a gross floor area of 316,683 sf.
- The proposed mass timber construction and LEED Gold certification allows the building to go up to 12 stories, subject to site plan approval. LEED Gold precertification will be required prior to the city council vote.
- The proposed building height exceeds maximum allowable height of 112 feet; however, the two incentives of mass timber construction and LEED Gold allow for the excess height.

Sec. 50-593. - Development standards
(g) Maximum building and ground coverage. The percentage of total site area allowed to be covered shall be determined according to the following schedule:

Base Ratio	**Base Allotment**	**Maximum Permitted**
Building coverage	80% + (*)	= 100%
Ground coverage	85% + (*)	= 100%

*Bonus allotments of building and ground coverage may be granted, provided that, the proposed use, its site or its relationship to adjacent properties incorporates certain architectural or site design features which allow for public or private open space, free movement of pedestrian traffic, abundant light and air, interior community space and other related elements. Qualifying features may include, but are not limited to, atriums, arcades, enclosed walkways, rooftop gardens, landscaped areas, plazas, and outdoor dining areas.

_____

(3) For buildings and sites where the principal use is a combination of any commercial use identified in section 50-592 and housing, bonus coverage shall be allocated on the basis of five square feet of added building and ground coverage for every one square foot of site area occupied by qualifying features.

The proposal includes ~1556 square feet of outdoor dining area which is a qualifying feature to utilize the bonus allotments of building and ground coverage of 100%.

- A qualifying feature shall be no less than 445.3 square feet to allow 100% building coverage and no less than 750 square feet to allow 100% lot coverage should the qualifying outdoor dining be eliminated.

- The building includes 296 efficiency-, one-, two- and three-bedroom units with an occupancy of 748 for the residential units. The applicant's memo and "alternate" floor

plans show four-bedroom units which are not permitted by right or by special use in the B3 zone district.
- The drawings show two restaurants and an undefined amenity space on the first floor. The first floor also shows the residential lobby access from Charles Street, two stairwells and one set of elevators (the type of elevator is not defined (ex. freight)).
- The second-floor plan shows 16 residential units with a large amenity area and terrace space. The amenity area states residential library and leasing office with final layout provided with permit drawings. There is also a terrace space of 4,607 square feet but *no access to the terrace is apparent. There is a reference on the elevation to a glass railing but no details are provided for the proposed railing.*.
- *Artwork meeting the public art requirement of Sec. 50-38(6) has not yet been defined.*

Entrance
- The main entrance to the residential areas of the building is from Charles Street through a residential lobby. Stairs and elevators are provided. *The type of elevator is not defined (ex. freight).*

Parking
- New parking is prohibited in the B3 district and no parking is proposed for this project.
- Section 50-820(1) requires 306 parking spaces. The proposal provides for 348 bike parking spaces.

Lighting
- *Cutoff angle of light fixtures is not shown.*
- *The fixture heights are not shown.*
- Section 50-155: Exterior Lighting and must be finalized prior to the issuance of building permits.

Landscaping
- The proposal includes the minimum six street trees along E. Grand River Avenue. *One (1) additional street tree is required along Charles Street* and will need to be included if approved. *A mixture of approved street trees is preferred. There are also spacing requirements which need to be depicted in the drawings. Additionally, the two closest to the intersection may be too close and there may not be enough soil volume to support two large trees.*

Traffic
- A traffic study has been submitted. The engineering department has been working through the city's third-party traffic consultant reviewing the drawings and providing comments. The latest comments received from the customer on May 5, 2026 have not yet been reviewed by staff or the city's traffic consultant due to the timing of the writing of this report.

Stormwater Detention:

- The size of the site does not meet the threshold to be subject to the City's stormwater requirements. The minimum size to trigger stormwater requirements is 1 acre, however the applicant has listed on their drawings that an interior stormwater detention / holding area will be provided for runoff mitigation. Stormwater calculations have not been provided to show what amount of stormwater can be detained in this holding area.
- A detailed soil erosion control plan is required.

Signs

- Wall signage is depicted in renderings with dimensional details. A detail sheet is also provided but additional information related to the height of the proposed signs from grade is needed. Signage will require a building permit and will be subject to the requirements of Chapter 32: Signs.

Art Requirement

- The applicant states that the requirement will be met but has not yet provided details.

Other Applicable Local Ordinances and State and Federal Regulations

- Prior to the approval of final plans and the issuance of any construction permits, the final plans will have to comply with all applicable local construction standards and specifications.

Review by Other Departments or Agencies

The Planning Department routed a copy of the proposal to the Fire, Police, Building and Engineering Departments. A summary of each of the department comments is listed below. The full comments from each department are included in the agenda packet.

- The Building Department listed concerns with the site plan including the alley width at the loading dock and trash pickup location as well as turning radius; a life safety plan; with travel distances to egress/exits for all floors; turning radius for the fire department; mechanical hood vent discharge plan for first floor spaces; dimensions for the 3-bedroom units and all components within.
- The Fire Department echoed the building department comments.
- Public Works has indicated the plans submitted are considered preliminary. Comments include that sidewalk information including reference sheets are needed; valves/ sizes of leads; show limits of demolition and installation or roadways, sidewalks, curbs, etc. within the rights of way; ADA compliance to be shown; calculations to demonstrate adequate domestic water pressure and flow; sanitary basis of design calculations; provide calculations for the proposed detention area; provide pavement restoration will be required on adjacent roads and all required permits will be needed including approval from MDOT.
- The Parking department has indicated that the development should plan for temporary metered loading zone spaces along the building, concern with the alley for delivery trucks with the proposed loading dock and that on-site parking should be provided.
- ELPD has not provided any comments at the time of the writing of this report.

The applicant has provided a response sheet to the comments that were received that are included in the agenda item report.

Process

This application is currently at the first step of the land use approvals process, an initial public hearing by the Planning Commission. Typically, the Commission waits to vote on a recommendation for Council until the meeting following the public hearing. After a vote by the Planning Commission, the site plan goes before City Council for approval but no public hearing is required at the council level.

Sec. 50-36. - Site plan approval.

(a) Purpose. Site plan approval is necessary to ensure that all land is used and developed in compliance with the requirements of this chapter and other applicable local ordinances and state and federal statutes. Site plan approval is also required to minimize adverse impacts on surrounding properties, public streets and public services and to protect the public health, safety and general welfare.

(b) When required. An approved site plan shall be required to establish, construct or reconstruct all uses as specified in the use district regulations of this chapter. Except as otherwise provided in the use district regulations or in paragraph (k) below, an approved site plan shall also be required to expand or convert such uses if the expansion or conversion would result in an increased parking requirement as determined in accordance with section 50-812 of this chapter. No certificate of occupancy and no building permit for the erection, enlargement, or conversion of a building or structure shall be granted by the building official unless the required site plan has been approved in accordance with the requirements set forth in this section.

The following is a list of comments identified by staff. Items to be addressed are italicized.

The applicant included response comments related to the Traffic study and other department comments which have been incorporated into the agenda packet. The following additional comments have been identified for the proposal.

50-9. Definitions – site plan means the documents and drawings required by the zoning ordinance to ensure that a proposed land use or activity is in compliance with local ordinances and state and federal statutes.

A site plan shall also include surrounding existing conditions within 50 feet beyond the property lines so as to show existing grades and contours, vegetation, retaining walls, and other manmade and physical features. Other related data may be required when relevant to city's evaluation.
The Site plan does not appear to show the 50 feet beyond the property lines.

50-37. Application materials

3. A proposed landscape plan which, at a minimum, conforms to the requirements of section 50-840 of this chapter, drawn at the same scale as the site plan or larger, showing: the location and

size of areas to be landscaped; the type, size and placement of plant materials to be installed. One (1) tree for every 40 feet required – four trees are required on Charles Street – three are provided*, one additional tree is required*.

4. Proposed preliminary engineering plans, drawn at the same scale as the site plan or larger, showing proposed conditions.

h. Type, height and placement of exterior light fixtures including fixtures mounted on poles and buildings.
No light fixture details have been provided.

7. A descriptive text which addresses the following items*:*

a. The narrative indicates that the proposed building is consistent in scale, height and massing with both existing and planned redevelopment in the surrounding district. *How is a 12-story building consistent with the neighborhood?* The HUB is similar in height but is three blocks to the east. The Abbot and the Graduate are four blocks to the west. The Marriott is two blocks to the northwest west.
b. ...for non-residential uses, the intended hours of operation and expected number of employees; non-residential uses, ...the period of leases *and the approximate range of sale prices or rental rates of the proposed dwelling units is required*.
c. *land use statistics reflected in proposed plan against required conditions*.
e. *proposed construction schedule and staging of the development is required*.

50-38. Standards of review for site plan approval shall be consistent with the objectives of the comprehensive plan.
1. General site conditions. The site shall be designed and developed to provide a logical relationship between functional elements, to effectively serve the purposes for which it is to be developed, and to be reasonably compatible with surrounding properties.

a. ..height reasonably compatible with surrounding properties – *the HUB (11 + penthouse for rooftop amenities) is 3 blocks east, the Abbot (12 + penthouse for rooftop amenities) the Graduate (10 stories including the Rock Bar) are 4 blocks west, the Marriott (6-stories) is 2 blocks northwest. However, all other structures in the immediate area are much shorter than the proposed*.

c. Yard areas on the site shall be arranged and improved to provide adequate light and ventilation; separation between buildings, roads and other activity areas; trees and other vegetation; passive and active recreational areas; and to improve the appearance of the property, ensure reasonable privacy and enjoyment for residents and employees and promote the public health, safety and welfare. *There are no specific yard areas. Outdoor dining is provided*.

d. Outdoor activity areas, such as pools, playgrounds, courts, cooking or dining facilities, shall be located and screened sufficiently to minimize impacts on adjacent properties or dwelling units on the site and to provide appropriate security. *The terrace level provides outdoor amenities. The fencing for the terrace has not been*

defined beyond a call out on the elevation which says glass railing. Additional information is required.

2. Natural features. The site shall be designed and developed to minimize the disruption or loss of its desirable natural elements and to enhance its overall appearance by incorporating those elements into required open spaces and setbacks. *The project is proposed with zero setbacks so no natural elements are proposed. The narrative indicates landscaped courtyards, treelined pedestrian paths and programed open spaces are provided. These are not depicted in the plans.*

3. Traffic access. The site shall be designed and developed to provide safe and efficient access for all forms of travel and to minimize impacts on adjacent public facilities.

a. The site shall not overburden adjacent public streets nor cause significant hazards to public safety due to excessive traffic generation or inadequate traffic control.
g. Secondary access may be required to adjacent public streets or alleys or through adjacent private parking areas to provide sufficient access for emergency vehicles.
p. Bicycle parking and storage facilities shall be provided in accordance with the requirements of section 50-820. *The minimum number of bicycle spaces is met.*
j. Sidewalks shall be installed to provide safe and convenient pedestrian and bicycle access to and within the site, including sidewalks along public street frontages and linkages between such sidewalks and all principal buildings, between the principal buildings and parking facilities on the site, and between adjacent sites, where practicable. *Sidewalk width along Charles Street is undefined.*
l. Sidewalks and ramps within the site shall be designed to provide safe and convenient barrier-free access. *Sidewalk width along Charles Street is undefined.*

4. Utilities and public services. The site shall be designed and developed to facilitate the efficient provision and maintenance of adequate public services.

a. Utility size and design
c. Site shall be designed and developed to afford adequate access for fire suppression and other emergency services *(sprinkled?)*
d. Storm water plan – *provide calculations for proposed basin.*
e. Storm water mitigation – *provide calculations for proposed basin.*
j. Exterior lighting shall be designed and shielded – *no lighting information is provided.*

5. Environmental protection. The site shall be designed and developed to minimize any risk of pollution of natural resources and to protect the public health, safety and welfare.

c. General purpose floor drains shall be connected to a public sanitary or combined sewer system or an on-site holding tank (not a septic system) in accordance with state, county and municipal requirements, unless a groundwater discharge permit has been obtained from the Michigan Department of Environmental Quality. General purpose floor drains which discharge to the public stormwater system or into the groundwater are generally prohibited.

6. Public art requirement. Unless the project is exempt from this requirement pursuant to subparagraph (6)d. of this paragraph, the site shall be designed and developed to contain public art as defined by section 2-313 of the City Code.
The art element is not yet defined.
50-104 A traffic study has been undertaken. The applicant has had several sets of review comments and responses with the city's engineering department. *The applicant submitted additional comments in response to the city's traffic consultant on May 5th but the engineering department did not have time to complete a review of that information by the time this report was written.*

50-147. General Requirements.

2. On any corner lot, no fence, wall, accessory structure, sign, or planting of more than three feet in height shall be maintained within a triangular area whose sides shall measure 40 feet along each street line from the intersection of two street lines. *The distance of the proposed plantings are not shown on plans.*

50-155. Exterior lighting.

1. Maximum fixture height – not shown.
2. Cutoff angle of light fixtures – not shown.

50-592. Permitted uses B-3
The following uses of buildings and premises, individually or in combination, shall be permitted in the B-3 district.

2. Principal uses permitted subject to an approved special use permit as provided for by article II, division 3 of this chapter.

f. Multiple-family dwelling units with three or fewer bedrooms per dwelling unit provided within a building which also contains one or more of the principal uses permitted in subsection (1) of this section. Two restaurants are proposed on the first floor.

The applicant references their designs using Sec. 50-364. - Obligation to install universal design features. This information pertains to Article V. - Multiple-Family Residential Districts. This project is located in the B-3 City Center Commercial District.

Sec. 50-593. Development standards.
The following uses of buildings and premises, individually or in combination, shall be permitted in the B-3 district.

k. Off-premises parking. To ensure accessible parking for all uses in the district, the standards of section 50-814(d) must be met.

l. Applications for a building and/or occupancy permit to construct or expand a building or to convert or extend the use of a building which would *result in an increased parking demand,* as determined by the standards in section 50-812, shall first be submitted to the planning and zoning official for review.

3. *If the application would result in an increase of more than ten spaces within a two-year period or would exceed the limit of 75 percent of available spaces described above, the applicant shall submit a parking plan to the planning commission for review at a public hearing*. *A parking presentation was submitted on May 6, 2026. Staff did not have time to review the parking presentation due to the date it was submitted.*
The parking plan shall indicate where customers, employees, and tenants of the proposed use will be expected to park; the estimated number of employees and tenants; the anticipated time(s) of peak customer loads; the location and arrangement of all existing or proposed on-site parking spaces as may be permitted under subsection (j) of this section; evidence of any arrangement(s) made by the applicant to use other off-premises parking spaces; and evidence of any proposed action(s) by the applicant to control or limit the parking demand generated by the proposed use. The planning commission shall approve the parking plan if it determines that the proposed use would not adversely affect surrounding properties and public facilities and that one or more of the following conditions exist:

c. The parking demand would be adequately accommodated within the municipal parking system due to the availability of spaces appropriate to serve the proposed use.

d. The parking demand would be adequately accommodated within the municipal parking system by directing customers, employees, and tenants to available spaces through validation policies, leasing arrangements, promotional programs, providing bus tokens, or other actions of the applicant.

There are only 215 municipal spaces available for new downtown developments.

50-817. Parking and access plan
A plan showing all site improvements including building location, ingress and egress, parking spaces including bicycle parking, stacking spaces, loading zones, maneuvering areas, landscaping, sidewalks and patios, proposed grading (topography) at a maximum of two-foot contour intervals, fencing, curb cuts, and lighting, or other arrangements as may be required; and shall include surrounding existing conditions within 50 feet beyond the property lines so as to show existing grades and contours, vegetation, retaining walls, and other physical features which may affect the plan.
The plans do not show lighting or 50 feet beyond the property line to the north.

50-818. Off-street commercial loading space.
One off-street loading space for commercial vehicles, the width of which shall be a minimum of ten feet, shall be provided on the premises of each building or structure which exceeds 2,000 square feet in gross floor area or adjacent to such building or structure in that portion of a public alley which has been designated as a "loading zone" by the city engineer and approved by the city council. A loading space is shown in the public alley.

Sec. 50-819. Fire lane parking regulations.

The owners of all multiple-family dwellings, including existing multiple-family dwellings containing or renting more than 12 dwelling units, shall, as a condition of leasing or renting any of said dwelling units to any person, first obtain a certificate of compliance with fire lane parking regulations.

Sec. 50-840. Landscape Requirements.
Appropriate ground cover, trees and other vegetation shall be planted and maintained on the site to control stormwater runoff and prevent erosion, siltation and dust; to provide privacy between adjacent uses; to mitigate impacts from parking, noise and lights; and to enhance the appearance of the site.

1. Landscape screen requirements. Landscaping screen shall mean trees, shrubs, vines, fences, walls, or earth berms, or some combination thereof. When required, parking spaces and parking areas shall be effectively screened with perimeter landscaping on all sides adjacent to or visible from adjacent properties, streets, or alleys and interior landscape islands where larger areas of paving are needed. Landscaping shall address the visual impact and improve the heat radiation effect and air pollution impact of the paved area.

b. Design standards

7. At least one shade tree of a minimum 3½-inch caliper shall be planted within or adjacent to the public right-of-way for each 40 feet of lot frontage.
Four are required along Charles Street, three are shown.

In addition to the sections above, additional comments follow:
Where is Liber 623 pg 503 from? The existing driveway that runs through Lot 35 will need to be abandoned.

The property consists of three lots. If the project is approved, the lots will need to be combined prior to receiving building permits.

Civil Page 1 – The Legal description appears to be inconsistent with the assessor's record.

The proposed plans indicate restaurants but the ventilation system has not been identified.

What type of elevators are proposed? Freight? Passenger?

The loading dock on the north side of the building is perpendicular to the alley which is approximately 16 feet wide. How will the loading dock work in such a tight space?

Project design narrative (e) indicates that the owner will provide a draft construction schedule upon planning commission approval and/or be a condition of the special use. A schedule is required. This is a site plan review, not special use permit.

THE RARITY OFTHE RARITY OF

Tall Mass TimberTall Mass Timber & LEED Gold Residential& LEED Gold Residential

A look at how uncommon these buildings really are — and why Harbor A look at how uncommon these buildings really are — and why Harbor Bay keeps building them. Including one we hope to bring to East Bay keeps building them. Including one we hope to bring to East Lansing.Lansing.

Presented by Harbor Bay VenturesPresented by Harbor Bay Ventures

in collaboration with Forefront Structural Engineers,in collaboration with Forefront Structural Engineers, DLR Group, Emerald Built Environments,DLR Group, Emerald Built Environments, and The Ballein Family, our local partnersand The Ballein Family, our local partners



PICTURED: INTRO CLEVELANDPICTURED
Developed by Harbor Bay VenturesDeveloped by Harbor Bay Ventures
Mass Timber · LEED Gold CertifiedMass Timber · LEED Gold Certified

We've been here before.We've been here before.

To respect the Commission's time, we won't re-cover ground already addressed. The experts below presented at prior Planning Commission meetings — To respe recordings are linked if you'd like to revisit any piece of the record.recordings are linked if you'd like to revisit any piece of the record.

ECONOMICSECONOMICS

Daniel ShoagDaniel Shoag



Case Western Reserve · Harvard Kennedy SchoolCase Western Reserve · Harvard Kennedy School

Associate Professor of Public Policy. Research in state & local Associate Professor of Public Policy. Resea government finance and regional economics.government finance and regional economics.

▶▶Watch speechWatch *Presented Dec 17, 2025Presented Dec 17, 2025*

ENVIRONMENTALENVIRONMENTAL

Laura SteinbrinkLaura Steinbrink



Emerald Built EnvironmentsEmerald Built Environments

Sustainability & LEED consultant. LEED analyst for INTRO Sustainability & LEED consultant. LEED analyst for Cleveland and The Howard.Cleveland and The Howard.

▶▶Watch speechWatch *Presented Apr 8, 2026Presented Apr 8, 2026*

MASS TIMBER · STRUCTURALMASS TIMBER · STRU

Josh DortzbachJosh Dortzbach



Forefront Structural EngineersForefront Structural Engineers

CEO & co-founder. Structural engineer of record on INTRO CEO & co-founder. Structural engineer of rec Cleveland and The Howard.Cleveland and The Howard.

▶▶Watch speechWatch *Presented Apr 8, 2026Presented Apr 8, 2026*

MASS TIMBER · MASS TIMBER · ARCHITECTURALARCHITECTURAL

Bobby LarsonBobby Larson



DLR GroupDLR Group

Senior Associate & Architect. Specializes in sustainable design Senior Associate & Architect. Specializes in su and mass timber.and mass timber.

▶▶Watch speechWatch *Presented Dec 17, 2025Presented Dec 17, 2025*

One question, two categoriesOne question, two categor

How rare are tall mass timber residential buildings? How rare are LEED Gold residential buildings? The answer is very different for each How rare are — and Harbor Bay sits at the intersection.— and Harbor Bay sits at the intersection.

TALL MASS TIMBERTALL MASS TIMBER

A new way to build tall.A new way to

Engineered wood — cross-laminated timber (CLT) and glue-Engineered wo laminated timber (glulam) — replaces steel and concrete in the laminated structural system.structural system.

The 2021 International Building Code (IBC) was the first to permit The 202 mass timber construction up to 18 stories. Most US states still mass timbe haven't adopted it.haven't adopted it.

LEED GOLDLEED GOLD

A global green-building A global green- benchmark.benchmark.

Leadership in Energy and Environmental Design — the US Green Leadership in Building Council's rating system since 1993. Gold is the 2nd-Building Council's highest of four tiers (60–79 points).highest of four tiers (60–79 points).

LEED is used in over 160 countries. More than 100,000 projects LEED is used ir have been certified globally.have been certified globally.

The two categories, in plain termsThe two categories, in pla

A quick primer on each — with a short video for anyone who wants the full story.A quick primer on each — with a short video for anyone who wants the full stor





RENDERINGS · THE HOWARD, EAST LANSINGRENDERI

TALL MASS TIMBERTALL MASS TIMBER

An old material, used in a new way.An old material, used in a new way.

Mass timber bonds smaller pieces of softwood into massive structural panels and beams. Mass timber bonds smaller pieces of softwood into massive structural panels and beams.
Cross-laminated timber (CLT) and glulam replace steel and concrete as the building's frame Cross-laminated timber (CLT) and glulam replace steel and concrete as the building's frame
— faster to build, fire-resistant, and carbon-storing.— faster to build, fire-resistant, and carbon-storing.

LEED GOLDLEED GOLD

A third-party-verified green standard.A third-party-verif

LEED scores buildings across energy, water, materials, and indoor environment. Gold LEED scores buildin
requires 60–79 points — the 2nd-highest level and is often the threshold for GBCI. requires 60–79 po
Only a small share of US residential buildings earn Gold or higher.Only a small share of US residential bui

Watch: Mass Timber & INTRO ClevelandWatch: Mass Timber & INTRO Clev

Emerald Built Environments · youtube.comEmerald Built Environments · youtube.com

Watch: What is LEED?Watch: What is LEED?

U.S. Green Building Council · youtube.comU.S. Green Building Council · youtube.com

Tall mass timber, worldwideTall mass timber, worldwide

Since the first one in 2009Since the first one in 2009

~109~

buildingsbuildings

Built or under construction Built or unde worldwide, 2009 through March worldwi 2025.2025.

Defined as tall mass timber buildings — generally 8 stories or Defined as ta more. Includes all building types: offices, hotels, universities, more. Include cultural, and residential.cultural, and residential.

109

By comparison, there are thousands of skyscrapers built every year By com globally. 109 — over 16 years — is a rounding error.globally. 109 — over 16

Source: MDPI, Applied Sciences 15(18):10296, 2025Source: MDPI, Applied Sciences 15(18):10296, 2025

5 / 245 / 24

Now narrow to the United StatesNow narrow to the United Stat

The number gets much smaller.The number gets much smaller.

~24~24

buildingsbuildings

Tall mass timber buildings in the US — Tall m all types combined, including offices, all types hotels, universities, and residential.hotels, un

Congressional Research Service, March 2023 (buildings over 7 stories).Congressi

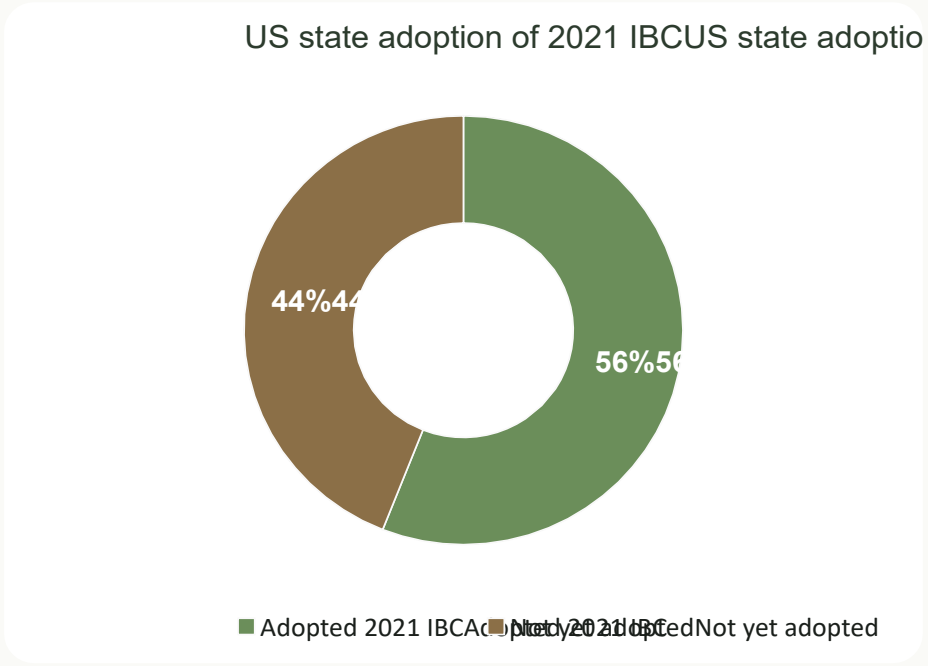
The overwhelming majority are offices, hotels, or academic — not The ove residential. Only about 1% of tall US multifamily buildings are built residen with wood.with wood.

Sources: Congressional Research Service (R47752, 2023); Softwood Lumber Board; Forest Economic Advisors.Sources: Congressional Research Service (R47752, 2023); Softwood Lumber Board; Forest Economic Advisors.

Why it stays rare: the code catches up slowlyWhy it stays rare: t

The 2021 International Building Code created three new construction types — Type IV-A, IV-B, IV-C — permitting mass timber up to 18 stories. Adoption The 202 is still incomplete.is still incomplete.

MICHIGAN Michigan adopted the 2021 Michigan Building Code — based on the 2021 IBC — effective April 9, 2025. Mass timber up to 18 stories is now permitted. adopted the 2021 M



22 states22 states

have not yet adopted the 2021 IBC — meaning tall mass timber have not yet adopted the construction is legally difficult or impossible in nearly half the country.construction is legal

18 months18 months

of engineering tests, code consultation, and data collection can be of engineering tests, co required to get a tall mass timber residential project approved in an un-required to get a t adopted jurisdiction.adopted jurisdiction.

This is where Harbor Bay built its This is where Har advantage.advantage.

Instead of waiting for the code, we worked ahead of it — engaging IBC advisors Inst and local building officials to help define what "code" would become.and local build

Sources: ICC; WoodWorks; Michigan LARA Bureau of Construction Codes (2021 Michigan Building Code, effective April 9, 2025); MassTimber@MSU.Sources: ICC; WoodWorks; Michigan LARA Bureau of Construction Codes (2021 Michigan Building Co

LEED Gold: a meaningful benchmarkLEED Gold: a meaningful

A rigorous, third-party-verified certification earned by projects that go well beyond code-minimum construction.A rigorous, third-party-verified certifi

60-7960-79

points requiredpoints required

for LEED Gold — the 2nd-highest of four certification tiersfor LEED Gold — the 2nd-hig

Above Certified and Silver; only Platinum is higherAbove Certified and Silver; only Platinum is higher

3rd3rd

party verifiedparty verified

Independent commissioning, energy modeling, and materials reviewIndependent commiss

USGBC Green Building Certification Inc. (GBCI)USGBC Green Building Certification Inc. (GBCI)

30%30%

energy savingsenergy savings

LEED-rated buildings vs. conventional buildings — measured over 7 years, LEED-rated 175,000+ commercial buildings175,000+ commercial buildings

Asensio & Delmas, 2017 (UCLA)Asensio & Delmas, 2017 (UCLA)

19931993

establishedestablished

Over three decades as the definitive green-building standardOver three decades as the defi

LEED is used in 160+ countries worldwideLEED is used in 160+ countries worldwide

Sources: U.S. Green Building Council (USGBC); GBCI; Asensio & Delmas, Nature Energy (2017); LEED v4 Reference Guide.Sources: U.S. Green Building Council (USGBC); GBCI; Asensio & Delmas, Nature Energy (2017); LEED v4 Reference Guide

The overlap is where it gets interestingThe overlap is where

Neither category alone is the story. The intersection is.Neither category alone is the story. The intersection is.

AA

Tall mass timberTall mass tim

~109~10

globally, 2009–2025globally, 2009–2025

Mostly offices, hotels, academic buildings — Mostly only a fraction are residential.only a fraction are resi

BB

LEED Gold residentialLEED G

establishedesta

an earned signal of qualityan earned signal of quality

A rigorous, third-party-verified benchmark A rigorou pursued by leading developers — but rarely pursued combined with tall mass timber.combined with tall m

A AB B

The overlapThe overlap

a handfula handful

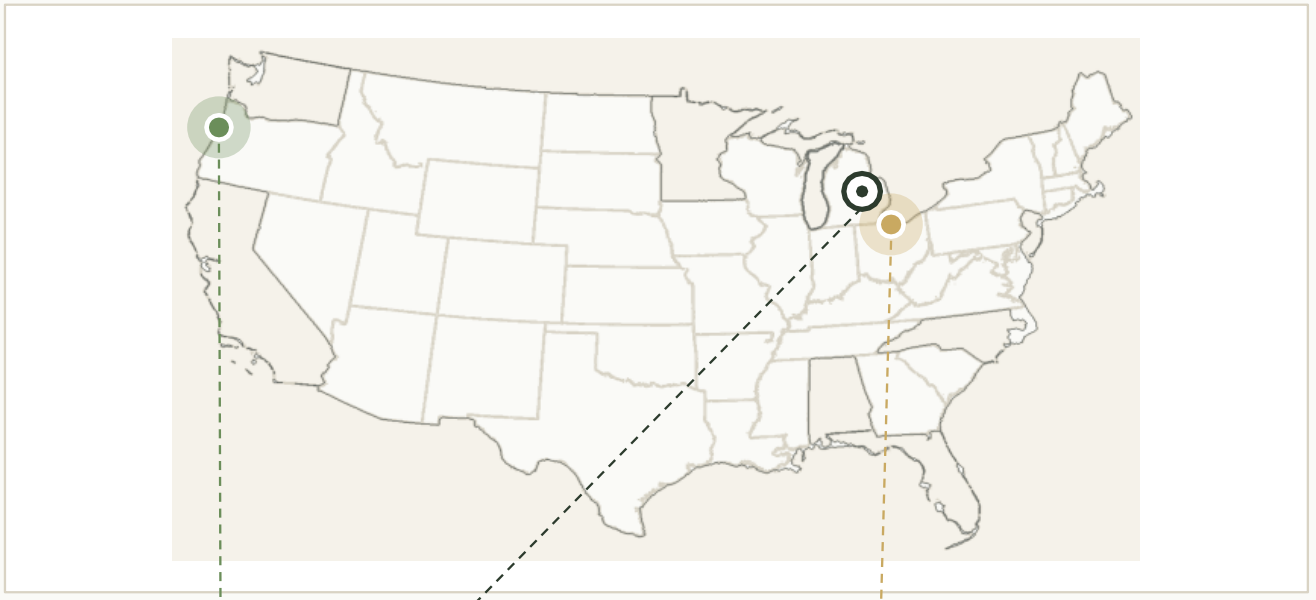
worldwideworldwide

Tall mass timber + LEED Gold + residential. Tall mass timber INTRO Cleveland is one of them — and a INTRO Cleveland is third is on the way.third is on the way.

Two built. One on the way.Two built. One on the way.

Only two tall mass timber residential buildings in the US have achieved LEED Gold or higher. A third, The Howard, is coming.Only two tall mass timber

CONTINENTAL UNITED STATESCONTINENTAL UNITED STATES



TimberView VIIITimber

Portland, OR · 8 storiesPortland, OR · 8 stories

LEED Platinum · built 2024LEED Platinum · built 2024

COMING CO
20282028

INTRO ClevelandINTRO C

Cleveland, OH · 9 storiesCleveland, OH · 9 st

LEED Gold · built 2022LEED Gold · built 202

2 of 32 of

Harbor Bay has built — or is Harbor building — two of the three bu ding US examples.US examples.

INTRO Cleveland is done. The Howard is I next.next.

Sources: Harbor Bay Ventures; Portland Housing Bureau; DCI Engineers; WoodWorks. Scope: continental US, residential ≥ 8 stories, LEED Gold or higher — including pre-certified pipeline.Sources: Harbor Bay Ventures; Portland Housing Bureau; DCI E

A CASE STUDYA CASE STUDY

INTRO INTRO ClevelandClevela

Cleveland, OhioCleveland, Ohio

The largest LEED Gold certified mass timber project in The the United States at completion.the United States at comp

The first LEED Gold residential project in Cleveland.The firs

One of the first buildings anywhere to use the 2021 One of IBC's tall wood provisions — before the state had IBC's tall v adopted them.adopted them.



99	~300~	20222	GoldGo
storiesstories	*unitsunits*	*completedcomplete*	*LEED CertifiedLEED Certifie*

Sources: Harbor Bay Ventures; WoodWorks Innovation Network; ICC SafeSources: Harbor Bay Ventures; WoodWorks Innovation Network; ICC

INTRO Cleveland — verified environmental performanceINTRO Cle

Third-party verified results against conventional steel-and-concrete baseline. Commissioned by Harbor Bay Ventures; independently analyzed by Emerald Built Third-party ve Environments.Environments.

DURING CONSTRUCTIONDURING CONSTRUCTION

21%21%

reduction in greenhouse redu gas emissionsgas emissions

2.7M kg CO_2e — equivalent to taking 366 2.7M kg CO_2 households off the grid, or covering 3.5 households off football fields in solar.football fields in solar.

ONGOING OPERATIONSONGOING OPERATIONS

34%34%

reduction in annual reductio in ann greenhouse gas emissionsgre enhous

1M kg CO_2e/year — equivalent to 131 1M kg CO_2e/year — equi households' annual emissions, every year the hous holds' annu building operates.building operates.

35%35%

indoor water use reductionindoor water use reduction

Equivalent to 5.3 Olympic-sized swimming pools saved Equivalent t annually vs. a traditional building.annually vs. a traditional building

100%100%

stormwater capturedstormwater captured

Innovative Stormwater Control Measures projected to Innovative St capture all site runoff — helping protect Lake Erie.capture all site ru

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mercury onsitemercury onsite

All-LED lighting, zero mercury — a cleaner, safer building All-LED lighting, zero for residents and staff.for residents and staff.

Source: INTRO Cleveland — By the Numbers, Emerald Built Environments (2022). Life cycle assessment via One-Click LCA; energy modeling via Trane TRACE 700.Source: INTRO Cleveland — By the Numbers, Emerald Built Environments (2022). Life cyc

Built for East Lansing's visionBuilt for East Lansing's vi

In November 2024, East Lansing became the first city in Michigan — and one of the first in the US — to incentivize mass timber through policy. The In November Howard is a dividend of the hard work several city stakeholders put into that ordinance.Howard is a dividend of the hard work several city stakeholders put into

ORDINANCE 1536ORDINANCE 1536

Building IncentivesBuilding Incentiv

Passed unanimously · November 19, 2024Passed unanimously · November 19, 2024

Mass timber structureMass timber structure	2 pts2 pts
LEED Gold certificationLEED Gold certification	2 pts2 pts
LEED Platinum certificationLEED Platinum certification	3 pts3 pts
Net-zero certificationNet-zero certification	2 pts2 pts
Affordable housing (20 yr)Affordable housing (20 yr)	variesvaries

Points are redeemed for bonuses — additional floors, smaller lot sizes — without a Points are Special Use Permit.Special Use Permit.

THE HOWARD SCORESTHE HOWARD SCORES

Purpose-built for the ordinancePurp

44 ordinance pointsordinance poi

earned by The Howardearned by The Howard

Mass timber structureMass timber structure	+2+2
LEED Gold Pre-CertifiedLEED Gold Pre-Certified	+2+2

The Howard isn't just compliant with East Lansing's priorities — it embodies them.The Howard isn't priorities — it embodies them.

Sources: East Lansing Ordinance 1536 (Nov. 19, 2024); East Lansing Info; MassTimber@MSU. LEED Gold Pre-Certification status per Harbor Bay Ventures.Sources: East Lansing Ordinance 1536 (Nov. 19, 2024); East Lansing Info; MassTimber@MSU. L

The investment behind the ordinance.The investment b

Ordinance 1536 rewards a real financial commitment. Mass timber — and LEED Gold — genuinely cost more to build. The ordinance recognizes that Ordinance .
choice, and the public benefit it delivers.choice, and the public benefit it delivers.

MASS TIMBER + LEED GOLD · COST APPROACHMASS TIMBER + L

The Howard · 313,000 SFThe Howard · 313,000 SF

Mass timber construction premiumMass timber construction premium *$13.00/SF × 313,000 SF$13.00/SF × 313,000 SF*	$4,069,000$4,0
Additional property insurance, annualAdditional property insurance, annual *Mass timber: $0.20–$0.28/SF vs. Cold Form: $0.10–$0.14/SFMass timber: $0.20–$0.28/SF vs. Cold Form: $0.10–$0.14/SF*	$130,000$130
Capitalized insurance premium at dispositionCapitalized insurance premium at disposition *$130,000 ÷ 6.0% cap rate$130,000 ÷ 6.0% cap rate*	$2,166,667$2,1
LEED Gold certification premiumLEED Gold certification premium *Design, commissioning, and documentation costsDesign, commissioning, and documentation costs*	$2,000,000$2,0
TOTAL ADDITIONAL INVESTMENTTOTAL ADDITIONAL INVESTMEN *Mass timber + LEED Gold, above conventional constructionMass timber + LEED Gold, above conventional construction*	$8,235,667$8,2

$8.2M$8.

of additional investmentof additional investment

Ordinance 1536 is not a Ordinance 15 handout. It is a recognition.handout.

A developer chooses to invest $8.2M beyond A developer chooses to conventional construction because the building conventional construc delivers a quieter, healthier, lower-carbon home for delivers a quieter its residents — and a sustainability landmark for East its residents — a Lansing.Lansing.

Sources: Harbor Bay Ventures cost approach analysis. Insurance benchmark based on Cold Form ($0.10–$0.14/SF) vs. mass timber ($0.20–$0.28/SF) property rates. Capitalized at 6.0% disposition rate.Sources: Harbor Bay Ventures cost approach anc

Michigan is becoming a mass timber leaderMichigan is bec

East Lansing's ordinance doesn't exist in a vacuum. It's part of a statewide ecosystem anchored by MSU and the Michigan DNR — and The Howard is a East Lans direct beneficiary.direct beneficiary.

00

tall mass timber residential completetall mass timb

In Michigan today. The Howard will be among the In Michiga state's first — and the only one pursuing LEED Gold.state's fir

20212021

MSU STEM Facility openedMSU STEM Facility open

The 2nd CLT building in Michigan — an anchor for The 2nd CL MSU's leadership.MSU's leadership.

$400K$400K

Mass Timber Catalyst grantsMass Timber Catalyst grants

State-funded awards to 10 project teams across State-funded awards t Michigan in 2025-26.Michigan in 2025-26.

POLICYPOLICY

Ordinance 1536Ordinance

East Lansing's first-in-Michigan East Lansing's incentive. 2021 Michigan Building incentive. Code adopted new mass timber types Code a in 2025.in 2025.

RESEARCHRESEARCH

MassTimber@MSUMassT

Cross-disciplinary MSU program driving Cross curriculum, supply-chain analysis, and curricu adhesive research since 2021.adhesive resea

STATESTATE

Michigan DNRMichigan D

Public Act 121 of 2024 funded the Public Act Catalyst Program. DNR's Newberry Catalyst P facility was the first to use Michigan-facility v produced panels.produced panels.

WORKFORCEWORKFORCE

MSU + Sam BeaufordMSU + Sa

Partnership to develop the nation's Partnership to dev first mass timber workforce first mass timber workforc curriculum. Announced November curriculum. Annour 2025.2025.

Sources: MassTimber@MSU; Michigan DNR; East Lansing city reports; MSU Innovation Center; SBN Detroit (2025).Sources: MassTimber@MSU; Michigan DNR; East Lansing city reports; MSU Innovation Center; SBN Detroit (2025).

A chance to reshape a Michigan industryA chance to reshap

Michigan's forestry sector is both a top-five economic engine and under real strain. Mass timber is how the state turns a managed resource into a Michigan's fo modern industry.modern industry.

$26.5B$26.5B

economic impact, 2022economic impact, 2022

Up $4B from 2019. The forest products industry is Up $4B from 201 Michigan's 3rd-largest manufacturing sector — behind Michigan's autos and agriculture.autos and agriculture.

20.2M20.2M

acres of forestacres of forest

About half of Michigan is covered in forest, concentrated in About h the UP and northern Lower Peninsula. Forests grow roughly the UP 2× as much wood annually as is harvested.2× as much wood annua

88,27588,275

jobs supportedjobs supported

40,449 direct jobs at an average wage near $80,000. In the 40,449 direct jobs Upper Peninsula, forest products is 1 of every 3 Upper Peninsula, forest produ manufacturing jobs.manufacturing jobs.

BUT THE INDUSTRY IS UNDER STRAINBUT THE IND

Sawmill closures are reshaping rural Sawmill cl towns.towns.

Between 2019 and 2023, Michigan lost 1,100 jobs and $211 million in output as Between 201 sawmill closures rippled through rural economies. Two-thirds of the job losses hit sawmill clos outside the mills themselves — logging, trucking, small businesses that depend on outside the them.them.

Michigan's sawmill count has dropped 31% since 1990.Michigan's sawmill count has droppe

MASS TIMBER IS THE OPPORTUNITYMASS TIMBER IS

A 21st-century market for a Michigan A 21st-centur resource.resource.

Michigan grows roughly twice as much wood as it harvests each year. Mass Michigan grows roughl timber turns that surplus into a high-value, long-duration product — reopening timbe turns that s demand for Michigan logs, Michigan mills, and Michigan workers.demand for Michiga logs, Michig

Every tall mass timber building is a signal to investors that Michigan's forests Every tall mass tim are a growth industry again.are a growth industry again.

Sources: Michigan DNR (2022 forest products report); MSU/DNR sawmill closure study (Lamsal, Poudel & Pokharel, 2025); MSU Extension; Michigan Forests Forever.Sources: Michigan DNR (2022 forest products report); MSU/DNR sawmill closure stu

How Harbor Bay made it possibleHow Harbor Bay made it poss

When you build something rare, "off the shelf" doesn't exist. You have to create the path.When you build something rare, "off the shelf" doesn't exist. You have t

01 01

Started ahead of the codeStarted ahead of the code

Began design in April 2018 — three years before the 2021 IBC was even published.Began design in April 2018 — three years before the 2021 IBC was even

02 02

Built the technical caseBuilt the technical case

Spent 18 months and substantial investment on engineering tests, fire modeling, and data collection to prove the design.Spent 18 months and substantial

03 03

Partnered with the code-writersPartnered with the code-writers

Engaged IBC advisors and Cleveland building officials directly to secure an Alternatively Engineered Design approval.Engaged IBC advisors and Cleveland b

04 04

Assembled the right teamAssembled the right team

Forefront Structural Engineers, DLR Group, WJE fire/code consulting, and the many Harbor Bay team members — each with deep Forefront Structural Eng specialty expertise.specialty expertise.

What's nextWhat's next

Harbor Bay's mass timber pipeline — going taller, building the category.Harbor Bay's mass timber pipeline — going taller, building the category.

20222022

INTRO ClevelandINTRO Cleveland

9 stories · ~300 units9 stories · ~300 units

Largest US mass timber residential Largest US mass timber at completion. First LEED Gold at completion. First LEED Go residential in Cleveland.residential in Cleveland.

2027–282027–28

INTRO ColumbusINTRO Columbus

13 stories · 186 units · 493 beds13 stories · 186 units · 493 beds

At Ohio State University. Will be the At Ohio State Universit tallest mass timber off-campus tallest mass timber off-camp student housing in the US.student housing in the US.

20282028

The HowardThe Howard

12 stories · 296 units12 stories · 296 units

East Lansing, MI. Mass timber East Lansing, MI. Ma residential tower. LEED Gold Pre-residential tower. Certified. The third US building in its Certified. The category.category.

Sources: ICC Safe; Forefront Structural; Harbor Bay VenturesSources: ICC Safe; Forefront Structural; Harbor Bay Ventures

NEXT CHAPTERNEXT CHAPTER

The HowardThe

East Lansing, MichiganEast Lansing, Michigan

A 12-story mass timber residential tower. 296 market-rate A 1 units. LEED Gold Pre-Certified. Expected completion 2028.unit

When The Howard opens, it will join the smallest club in When American residential construction — tall mass timber American buildings at LEED Gold or higher. Only two exist today. The build Howard will be the third.Howard will be the third.



1212	29629	20282	GoldGo
storiesstories	*unitsunits*	*target completiontarget*	*LEED Pre-CertifiedLEED Pre-C*

Source: Harbor Bay Ventures. LEED Gold Pre-Certification confirmed; formal certification pending project completion.Source: Harbor Bay Vent

Mass timber feels different — and the science explains why.Mass tin

Biophilic design research shows exposed wood environments measurably reduce stress, improve cognition, and enhance mood.Biophilic design research shows e







INTRO Cleveland interiors — the same exposed mass timber residents will experience at The Howard.INTRO Cleveland interiors — the same exposed mass timb

−15%−15%

stress hormonesstress hormones

Cortisol reduction measured in wood-Cortisol reductio furnished environments vs. non-wood furnished enviro controls.controls.

Tsunetsugu et al., 2007Tsunetsugu et al., 2007

+8%+8%

cognitive functioncognitive function

Improvement in focus and task performance Improven from biophilic elements, including exposed from bioph wood.wood.

Kellert et al., 2008Kellert et al., 2008

+12%+12%

positive moodpositive mood

Measurable lift in emotional wellbeing Measurable lift reported by occupants in wood-rich interiors.reported

Kellert et al., 2008Kellert et al., 2008

BetterBetter

indoor airindoor air

Wood naturally regulates humidity and Wood naturally regulates h absorbs sound — quieter rooms, more stable absorbs sound — qui comfort.comfort.

Sterling Structural; CLF (2025)Sterling Structural; CLF (2025)

Together, East Lansing and Harbor Bay can be stewards of the residents we build for — choosing to build in a way that cares for Together, Eas their health, not just their address.their health, not just their address.

Sources: Tsunetsugu et al. (Journal of Wood Science, 2007); Kellert, Heerwagen & Mador (Biophilic Design, 2008); Carbon Leadership Forum literature review (2025); Terrapin Bright Green, The Nature of Wood.Sources: Tsunetsugu et al. (Journal of Wood Science, 2007); Kellert, Heerwagen & Mador (Biophilic Design, 200

A CALL TO ACTIONA CALL TO ACTION

East Lansing is leading.East Lansing

Through Ordinance 1536, East Lansing has placed itself at the forefront of a movement that provides positive Through precedent for other cities to follow.precedent for other cities to follow.

IN MICHIGANIN MICHIGAN

The first city to incentivize The first city to incentivize mass timber through policy.mass timber through policy.

Setting the precedent other Michigan communities Setting the precedent other Michigan communities will follow.will follow.

IN THE MIDWESTIN THE MIDWESTIN THE MIDWEST

Among the earliest to act on Among the earliest to act on a category Europe has led for a category Europe has led for a decade.a decade.

A model for cities across the Great Lakes region A model for cities across the Great Lakes region and beyond.and beyond.

IN THE NATIONIN THE NATION

One of only a handful of US One of only a handful of US cities treating sustainable cities treating construction as an economic construction as an economic strategy.strategy.

Joining a small group of communities reshaping Joining a small group of communities reshaping how America builds.how America builds.

> ***Twenty years from now, when other cities look at Michigan and ask how it became a mass timber leader, Twenty years from now, when other cities look at Michigan and ask how it became a mass timber leader, they're going to point to what East Lansing did in 2024 through Ordinance 1536.they're going to point to what East Lansing did in 2024 through Ordinance 1536.***

21 / 2421 / 24

Key takeawaysKey takeaways

TALL MASS TIMBERTALL MASS TIMBER

Genuinely rareGenuinely rare

~109 buildings globally over 16 years. The US is still playing catch-up with Europe on most of the height ~109 buila records.records.

LEED GOLD RESIDENTIALLEED GOLD RESIDENTIAL

Well-establishedWell-established

A rigorous, third-party-verified benchmark — the 2nd-highest tier of the world's leading green-building A rigorous, standard. An earned signal of quality, pursued by leading developers.standard. An earned signal of quality, pursue

THE OVERLAPTHE OVERLAP

A very small clubA very small club

Tall mass timber + LEED Gold + residential is where the real scarcity sits. INTRO Cleveland is one of the Tall mass ti defining examples in the country.defining examples in the country.

EAST LANSING + EAST LANSING + HARBOR BAYHARBOR BAY

Leading togetherLeading together

East Lansing led Michigan with Ordinance 1536 — the state's first mass timber incentive. Harbor Bay East Lansing brought the project that embodies it. INTRO Cleveland was a first. INTRO Columbus will be another. The brought th Howard — 12 stories, 296 units, targeting LEED Gold — is the next chapter.Howard — 12 stories, 296 units, target

AppendixAppendix

Supporting third-party and developer analysis provided to the Commission for independent review.Supporting third-party and developer analysis provided to the

ECONOMIC ANALYSISECONOMIC ANAL

The Howard — Market The H & Economic Study& Economi

PREPARED BYPREPARED BY

Daniel Shoag, PhDDaniel Shoag, PhD

Case Western Reserve UniversityCase Western Reserve University

SCOPESCOPE

Housing market trends, affordability misconceptions, Housing ma equity implications, and IMPLAN-based estimates of equity implic the project's economic and fiscal impact.the project's economic a

$205M$205M

construction output · 987 jobsconstruction output · 987 jobs

PARKING — INDEPENDENTPARKING —

The Howard — Parking The H AnalysisAnalysis

PREPARED BYPREPARED BY

Walker ConsultantsWalker Consulta

Independent parking & mobility analystsIndependent parking & m

SCOPESCOPE

Transit and walkability, peer university-town Transit and walkabili benchmarks, hour- and month-level demand benchmarks, hour- a projections, and East Lansing public parking inventory projections and policy.and policy.

156 of 1,060156 of 1,0

resident demand vs. citywide peak vacancyresident demand vs. citywide

PARKING — PARTNERSHIPPARKING — PART

The Howard — Parking The How Capacity AnalysisCapacity Analys

PREPARED BYPREPARED BY

Harbor Bay VenturesHarbor Bay Ventures

with The Ballein Familywith The Ballein Family

SCOPESCOPE

B-3 zoning context, shared-parking framework, peak-B-3 zoning context, sh vs-midday demand timing, system-wide capacity, and a vs-midday demand potential long-term permit partnership with the City.potential long-term p

~$198K/yr~$198K/yr

potential annual contributionpotential annual contribution

Full reports are available on request from Harbor Bay Ventures and City of East Lansing planning staff.Full reports are available on request from Harbor Bay Ventures and City of East Lansing planning staff.

Thank you.Thank y

Harbor Bay VenturesHarbor Bay Ventures

WITH GRATITUDE TO OUR PROJECT PARTNERSWITH GRATITUDE TO OUR PROJECT PAR

The Ballein FamilyThe Ballein Family

Development partners and East Lansing familyDevelopment partners and East Lansing family

ForefrontForefront Structural EngineersStructural Engineers

Structural engineeringStructural engineering

DLRDLR GroupGroup

Design architectureDesign architecture

Emerald BuiltEmerald Built EnvironmentsEnvironments

Sustainability & LEEDSustainability & LEED

With appreciation for the thorough review and significant work of East Lansing City Staff.With appreciation for the thorough review and significant work of East La

LEED certification review report

This report contains the results of the technical review of an application for LEED® certification submitted for the specified project. LEED certification is an official recognition that a project complies with the requirements prescribed within the LEED rating systems as created and maintained by the U.S. Green Building Council® (USGBC®). The LEED certification program is administered by Green Business Certification Inc. (GBCI®).

This project is subject to the 2024 LEED v4 energy update, which requires additional energy efficiency and greenhouse gas emissions savings compared to the original LEED v4 publication. See Educational resources for the 2024 LEED v4 Energy Update for further information.

The Howard

Project ID	1000231992
Rating system & version	LEED V4 BD+C: NC
Project registration date	04/28/2026

Precertification Preliminary Review

Certified: 40-49, Silver: 50-59, Gold: 60-79, Platinum: 80+

LEED v4 BD+C: New Construction

Attempted: 73, Denied: 0, Pending: 0, Awarded: 0 of 110 points

INTEGRATIVE PROCESS	0 OF 1
Integrative Process	0 / 1

LOCATION AND TRANSPORTATION	0 OF 16
LEED for Neighborhood Development Location	0 / 16
Sensitive Land Protection	0 / 1
High Priority Site	0 / 2
Surrounding Density and Diverse Uses	0 / 5
Access to Quality Transit	0 / 5
Bicycle Facilities	0 / 1
Reduced Parking Footprint	0 / 1
Green Vehicles	0 / 1

SUSTAINABLE SITES	0 OF 10
Construction Activity Pollution Prevention	N
Site Assessment	0 / 1
Site Development - Protect or Restore Habitat	0 / 2
Open Space	0 / 1
Rainwater Mgmt	0 / 3
Heat Island Reduction	0 / 2
Light Pollution Reduction	0 / 1

WATER EFFICIENCY	0 OF 11
Outdoor Water Use Reduction	N
Outdoor Water Use Reduction	0 / 2
Indoor Water Use Reduction	N
Indoor Water Use Reduction	0 / 6
Building-Level Water Metering	N
Cooling Tower Water Use	0 / 2
Water Metering	0 / 1

ENERGY AND ATMOSPHERE	0 OF 33
Fundamental Commissioning and Verification	N
Minimum Energy Performance	N
Optimize Energy Performance	0 / 18
Building-Level Energy Metering	N
Fundamental Refrigerant Mgmt	N
Enhanced Commissioning	0 / 6
Advanced Energy Metering	0 / 1
Demand Response	0 / 2
Renewable Energy Production	0 / 3
Enhanced Refrigerant Mgmt	0 / 1
Green Power and Carbon Offsets	0 / 2

MATERIALS AND RESOURCES	0 OF 13
Storage and Collection of Recyclables	N
Construction and Demolition Waste Mgmt Planning	N
Building Life-Cycle Impact Reduction	0 / 5
Product disclosure & optimization - Environmental Product Declarations	0 / 2
Product disclosure & optimization - Sourcing of Raw Materials	0 / 2
Product disclosure & optimization - Material Ingredients	0 / 2
Construction and Demolition Waste Mgmt	0 / 2

INDOOR ENVIRONMENTAL QUALITY	0 OF 16
Minimum IAQ Performance	N
Environmental Tobacco Smoke Control	N
Enhanced IAQ Strategies	0 / 2
Low-Emitting Materials	0 / 3
Construction IAQ Mgmt Plan	0 / 1
IAQ Assessment	0 / 2
Thermal Comfort	0 / 1
Interior Lighting	0 / 2
Daylight	0 / 3
Quality Views	0 / 1
Acoustic Performance	0 / 1

INNOVATION	0 OF 6
Innovation	0 / 5
LEED Accredited Professional	0 / 1

REGIONAL PRIORITY CREDITS	0 OF 4

TOTAL	0 OF 110

Credit details

PROJECT INFORMATION

Project Information **Under review**

Precertification Preliminary Review
This review is currently in progress.

INTEGRATIVE PROCESS

Integrative Process **Under review**

Possible points: 1

Attempted: 1, Denied: 0, Pending: 0, Awarded: 0

Precertification Preliminary Review

This review is currently in progress.

LOCATION AND TRANSPORTATION

LEED for Neighborhood Development Location — Not attempted
Possible points: 16

Sensitive Land Protection — Under review
Possible points: 1
Attempted: 1, Denied: 0, Pending: 0, Awarded: 0

Precertification Preliminary Review
This review is currently in progress.

High Priority Site — Under review
Possible points: 2
Attempted: 1, Denied: 0, Pending: 0, Awarded: 0

Precertification Preliminary Review
This review is currently in progress.

Surrounding Density and Diverse Uses — Under review
Possible points: 5
Attempted: 5, Denied: 0, Pending: 0, Awarded: 0

Precertification Preliminary Review
This review is currently in progress.

Access to Quality Transit — Under review
Possible points: 5
Attempted: 4, Denied: 0, Pending: 0, Awarded: 0

Precertification Preliminary Review
This review is currently in progress.

Bicycle Facilities — Under review
Possible points: 1
Attempted: 1, Denied: 0, Pending: 0, Awarded: 0

Precertification Preliminary Review
This review is currently in progress.

Reduced Parking Footprint — Under review
Possible points: 1
Attempted: 1, Denied: 0, Pending: 0, Awarded: 0

Precertification Preliminary Review
This review is currently in progress.

Green Vehicles — Not attempted
Possible points: 1

SUSTAINABLE SITES

Construction Activity Pollution Prevention — **Under review**

Precertification Preliminary Review
This review is currently in progress.

Site Assessment — **Under review**
Possible points: 1
Attempted: 1, Denied: 0, Pending: 0, Awarded: 0

Precertification Preliminary Review
This review is currently in progress.

Site Development - Protect or Restore Habitat — **Under review**
Possible points: 2
Attempted: 1, Denied: 0, Pending: 0, Awarded: 0

Precertification Preliminary Review
This review is currently in progress.

Open Space — **Not attempted**
Possible points: 1

Rainwater Management — **Not attempted**
Possible points: 3

Heat Island Reduction — **Under review**
Possible points: 2
Attempted: 2, Denied: 0, Pending: 0, Awarded: 0

Precertification Preliminary Review
This review is currently in progress.

Light Pollution Reduction — **Under review**
Possible points: 1
Attempted: 1, Denied: 0, Pending: 0, Awarded: 0

Precertification Preliminary Review
This review is currently in progress.

WATER EFFICIENCY

Outdoor Water Use Reduction — **Under review**

Precertification Preliminary Review
This review is currently in progress.

Outdoor Water Use Reduction — **Under review**
Possible points: 2
Attempted: 2, Denied: 0, Pending: 0, Awarded: 0

Precertification Preliminary Review
This review is currently in progress.

Indoor Water Use Reduction — **Under review**

Precertification Preliminary Review
This review is currently in progress.

Indoor Water Use Reduction — **Under review**
Possible points: 6
Attempted: 3, Denied: 0, Pending: 0, Awarded: 0

Precertification Preliminary Review
This review is currently in progress.

Building-Level Water Metering — **Under review**

Precertification Preliminary Review
This review is currently in progress.

Cooling Tower Water Use — **Not attempted**
Possible points: 2

Water Metering — **Not attempted**
Possible points: 1

ENERGY AND ATMOSPHERE

Fundamental Commissioning and Verification — **Under review**

Precertification Preliminary Review
This review is currently in progress.

Minimum Energy Performance — **Under review**

Precertification Preliminary Review
This review is currently in progress.

Optimize Energy Performance — **Under review**
Possible points: 18
Attempted: 5, Denied: 0, Pending: 0, Awarded: 0

Precertification Preliminary Review
This review is currently in progress.

Building-Level Energy Metering — **Under review**

Precertification Preliminary Review
This review is currently in progress.

Fundamental Refrigerant Management — **Under review**

Precertification Preliminary Review
This review is currently in progress.

Enhanced Commissioning — **Under review**
Possible points: 6
Attempted: 6, Denied: 0, Pending: 0, Awarded: 0

Precertification Preliminary Review
This review is currently in progress.

Advanced Energy Metering — **Under review**
Possible points: 1
Attempted: 1, Denied: 0, Pending: 0, Awarded: 0

Precertification Preliminary Review
This review is currently in progress.

Demand Response — **Under review**
Possible points: 2
Attempted: 1, Denied: 0, Pending: 0, Awarded: 0

Precertification Preliminary Review
This review is currently in progress.

Renewable Energy Production — **Under review**
Possible points: 3
Attempted: 3, Denied: 0, Pending: 0, Awarded: 0

Precertification Preliminary Review
This review is currently in progress.

Enhanced Refrigerant Management — **Under review**

Possible points: 1
Attempted: 1, Denied: 0, Pending: 0, Awarded: 0

Precertification Preliminary Review

This review is currently in progress.

Green Power and Carbon Offsets — **Under review**

Possible points: 2
Attempted: 2, Denied: 0, Pending: 0, Awarded: 0

Precertification Preliminary Review

This review is currently in progress.

MATERIALS AND RESOURCES

Storage and Collection of Recyclables — **Under review**

Precertification Preliminary Review
This review is currently in progress.

Construction and Demolition Waste Management Planning — **Under review**

Precertification Preliminary Review
This review is currently in progress.

Building Life-Cycle Impact Reduction — **Under review**
Possible points: 5
Attempted: 3, Denied: 0, Pending: 0, Awarded: 0

Precertification Preliminary Review
This review is currently in progress.

Building Product Disclosure and Optimization - Environmental Product Declarations — **Under review**
Possible points: 2
Attempted: 1, Denied: 0, Pending: 0, Awarded: 0

Precertification Preliminary Review
This review is currently in progress.

Building Product Disclosure and Optimization - Sourcing of Raw Materials — **Under review**
Possible points: 2
Attempted: 1, Denied: 0, Pending: 0, Awarded: 0

Precertification Preliminary Review
This review is currently in progress.

Building Product Disclosure and Optimization - Material Ingredients — **Under review**
Possible points: 2
Attempted: 2, Denied: 0, Pending: 0, Awarded: 0

Precertification Preliminary Review
This review is currently in progress.

Construction and Demolition Waste Management — **Under review**
Possible points: 2
Attempted: 2, Denied: 0, Pending: 0, Awarded: 0

Precertification Preliminary Review
This review is currently in progress.

INDOOR ENVIRONMENTAL QUALITY

Minimum Indoor Air Quality Performance — **Under review**

Precertification Preliminary Review
This review is currently in progress.

Environmental Tobacco Smoke Control — **Under review**

Precertification Preliminary Review
This review is currently in progress.

Enhanced Indoor Air Quality Strategies — **Under review**
Possible points: 2
Attempted: 2, Denied: 0, Pending: 0, Awarded: 0

Precertification Preliminary Review
This review is currently in progress.

Low-Emitting Materials — **Under review**
Possible points: 3
Attempted: 3, Denied: 0, Pending: 0, Awarded: 0

Precertification Preliminary Review
This review is currently in progress.

Construction Indoor Air Quality Management Plan — **Under review**
Possible points: 1
Attempted: 1, Denied: 0, Pending: 0, Awarded: 0

Precertification Preliminary Review
This review is currently in progress.

Indoor Air Quality Assessment — **Under review**
Possible points: 2
Attempted: 2, Denied: 0, Pending: 0, Awarded: 0

Precertification Preliminary Review
This review is currently in progress.

Thermal Comfort — **Under review**
Possible points: 1
Attempted: 1, Denied: 0, Pending: 0, Awarded: 0

Precertification Preliminary Review
This review is currently in progress.

Interior Lighting — **Under review**
Possible points: 2
Attempted: 1, Denied: 0, Pending: 0, Awarded: 0

Precertification Preliminary Review
This review is currently in progress.

Daylight — **Not attempted**
Possible points: 3

Quality Views — **Under review**

Possible points: 1

Attempted: 1, Denied: 0, Pending: 0, Awarded: 0

Precertification Preliminary Review

This review is currently in progress.

Acoustic Performance — **Not attempted**

Possible points: 1

INNOVATION

Innovation — **Under review**

Possible points: 5
Attempted: 5, Denied: 0, Pending: 0, Awarded: 0

Precertification Preliminary Review

This review is currently in progress.

LEED Accredited Professional — **Under review**

Possible points: 1
Attempted: 1, Denied: 0, Pending: 0, Awarded: 0

Precertification Preliminary Review

This review is currently in progress.

REGIONAL PRIORITY CREDITS

High Priority Site
Possible points: 1

Surrounding Density and Diverse Uses
Possible points: 1
Attempted: 1, Denied: 0, Pending: 0, Awarded: 0

Rainwater Management
Possible points: 1

Renewable Energy Production
Possible points: 1
Attempted: 1, Denied: 0, Pending: 0, Awarded: 0

Building Life-Cycle Impact Reduction
Possible points: 1
Attempted: 1, Denied: 0, Pending: 0, Awarded: 0

Enhanced Indoor Air Quality Strategies
Possible points: 1
Attempted: 1, Denied: 0, Pending: 0, Awarded: 0

TOTAL	**110**	**73**	**0**	**0**	**0**

Review summary

Review	Submitted	Returned	Points: Submitted	Denied	Pending	Awarded
Precertification Preliminary	**04/30/2026**	**05/20/2026** Yet to return	**73**	**0**	**0**	**0**

Credit	Status	Type	POINTS: Attempted	Denied	Pending	Awarded
Project Information	Under review		0	0	0	0
Integrative Process	Under review	Design	1	0	0	0
Sensitive Land Protection	Under review	Design	1	0	0	0
High Priority Site	Under review	Design	1	0	0	0
Surrounding Density and Diverse Uses	Under review	Design	6	0	0	0
Access to Quality Transit	Under review	Design	4	0	0	0
Bicycle Facilities	Under review	Design	1	0	0	0
Reduced Parking Footprint	Under review	Design	1	0	0	0
Construction Activity Pollution Prevention	Under review	Construction	0	0	0	0
Site Assessment	Under review	Design	1	0	0	0
Site Development - Protect or Restore Habitat	Under review	Design	1	0	0	0
Heat Island Reduction	Under review	Design	2	0	0	0
Light Pollution Reduction	Under review	Design	1	0	0	0
Outdoor Water Use Reduction	Under review	Design	0	0	0	0
Outdoor Water Use Reduction	Under review	Design	2	0	0	0
Indoor Water Use Reduction	Under review	Design	0	0	0	0
Indoor Water Use Reduction	Under review	Design	3	0	0	0
Building-Level Water Metering	Under review	Design	0	0	0	0
Fundamental Commissioning and Verification	Under review	Construction	0	0	0	0
Minimum Energy Performance	Under review	Design	0	0	0	0
Optimize Energy Performance	Under review	Design	5	0	0	0
Building-Level Energy Metering	Under review	Design	0	0	0	0
Fundamental Refrigerant Management	Under review	Design	0	0	0	0
Enhanced Commissioning	Under review	Construction	6	0	0	0
Advanced Energy Metering	Under review	Design	1	0	0	0
Demand Response	Under review	Construction	1	0	0	0
Renewable Energy Production	Under review	Design	4	0	0	0
Enhanced Refrigerant Management	Under review	Design	1	0	0	0
Green Power and Carbon Offsets	Under review	Construction	2	0	0	0
Storage and Collection of Recyclables	Under review	Design	0	0	0	0
Construction and Demolition Waste Management	Under review	Construction	0	0	0	0

Construction and Demolition Waste Management Planning						
Building Life-Cycle Impact Reduction	Under review	Design	4	0	0	0
Building Product Disclosure and Optimization - Environmental Product Declarations	Under review	Construction	1	0	0	0
Building Product Disclosure and Optimization - Sourcing of Raw Materials	Under review	Construction	1	0	0	0
Building Product Disclosure and Optimization - Material Ingredients	Under review	Construction	2	0	0	0
Construction and Demolition Waste Management	Under review	Construction	2	0	0	0
Minimum Indoor Air Quality Performance	Under review	Design	0	0	0	0
Environmental Tobacco Smoke Control	Under review	Design	0	0	0	0
Enhanced Indoor Air Quality Strategies	Under review	Design	3	0	0	0
Low-Emitting Materials	Under review	Construction	3	0	0	0
Construction Indoor Air Quality Management Plan	Under review	Construction	1	0	0	0
Indoor Air Quality Assessment	Under review	Construction	2	0	0	0
Thermal Comfort	Under review	Design	1	0	0	0
Interior Lighting	Under review	Design	1	0	0	0
Quality Views	Under review	Design	1	0	0	0
Innovation	Under review	Design	5	0	0	0
LEED Accredited Professional	Under review	Construction	1	0	0	0

MEMORANDUM

Methodology note on adjusted economic-impact figures

TO: Interested parties — business support outreach

FROM: Harbor Bay Ventures

RE: Adjustment of Dr. Daniel Shoag's economic-impact figures to current project program

DATE: May 6 2026

Summary

In November 2025, Dr. Daniel Shoag (Case Western Reserve University, formerly Harvard Kennedy School) prepared an independent IMPLAN-based economic and fiscal impact analysis of The Howard, commissioned by Harbor Bay Ventures. At the time of his report, the project was scoped at **15 stories, 361 residential units, and approximately $205M in total project cost**. Since then, the project program has been refined to **12 stories, 296 residential units, and approximately $140M in total project cost**.

To accelerate community outreach, Harbor Bay has applied a transparent, first-order proportional adjustment to Dr. Shoag's figures rather than waiting for a formal re-run. This memo documents the methodology so the adjusted figures are fully defensible. Dr. Shoag is available to update the report on request; this memo is not a substitute for that update.

Methodology

IMPLAN models economic impact in two phases — a one-time construction phase and a recurring operations phase — and each phase scales on a different driver. Harbor Bay applied two distinct scale factors accordingly.

Construction-phase figures: scaled by total project cost.

Construction-phase output, jobs, labor income, and tax receipts in IMPLAN are driven directly by the construction cost shock fed into the model. A reduction in total project cost flows through proportionally to all four indicators.

Construction scale factor: $140M ÷ $205M = **0.683**

Operations-phase figures: scaled by unit count.

Per Dr. Shoag's Table 3 on page 21 of his report, approximately 84% of the $70M annual operations output is "induced" output — economic activity generated by residents spending their wages locally. Per footnote 13 of the report, that induced spending is calculated using a rent-to-income ratio applied per unit. Unit count is therefore the dominant driver of operations-phase figures.

Operations scale factor: 296 ÷ 361 = **0.820**

Adjusted figures

Figure	Shoag (Nov 2025)	Adjusted	Scaling basis
Construction output	$205M	**$140M**	Total project cost
Construction-phase jobs	987	**~675**	Total project cost
State + local tax (build)	$7.28M	**$4.97M**	Total project cost

Figure	Shoag (Nov 2025)	Adjusted	Scaling basis
Annual operations output	$70M	**$57.5M**	Unit count
Ongoing jobs supported	~400	**~328**	Unit count
Annual local tax revenue	$1.6M–$2.6M	**$1.3M–$2.1M**	Unit count

Figures rounded for presentation. State + local tax during construction reflects Dr. Shoag's reported $7.28M after his "adjustment" step (page 20). Annual local tax revenue range reflects IMPLAN-derived ($1.59M) and Triterra millage-based ($2.60M) estimates from Dr. Shoag's report.

Limitations and disclosures

- **First-order approximation.** Proportional scaling is a transparent and conservative approach but does not capture minor non-linearities in the IMPLAN model. A formal re-run by Dr. Shoag would likely move the headline figures by approximately 1–3% relative to the adjusted figures shown.
- **Sensitivity to construction cost composition.** The construction scale factor assumes that hard-cost composition (labor, materials, services) is roughly preserved at the smaller program size. If the cost reduction is concentrated in a single category (e.g., entirely in materials), the indirect and induced multipliers could shift modestly.
- **Operations-phase assumptions inherited from Shoag report.** Two assumptions in the operations phase carry forward unchanged: (1) all residents are net new to the metropolitan area, and (2) household income is imputed using a 28.1% rent-to-income ratio. See footnote 13 of the original report for Dr. Shoag's justification.
- **Triterra millage-based projections.** The upper end of the annual local tax range is based on Triterra's site-specific millage forecasts. Their underlying assessed-value assumption may also warrant proportional review at the smaller program size; Harbor Bay applied the same unit-count scale factor for consistency.

Clarifications

"Why aren't these the same numbers in Dr. Shoag's report?":

Dr. Shoag's report was completed in November 2025 when the project was scoped at 15 stories and 361 units. The program has since been refined to 12 stories and 296 units. Rather than delay outreach to wait for a formal re-run, we proportionally scaled his figures using transparent rules — total project cost for construction-phase impact, unit count for operations-phase impact. We're happy to share the methodology memo. Dr. Shoag remains available to formally update his report.

Specific scaling factors:

Construction scales at 0.683 (the ratio of $140M to $205M total project cost). Operations scales at 0.820 (the ratio of 296 to 361 units). Both factors are documented in our internal methodology memo, which I'd be glad to share.

The underlying $70M / $57.5M operations figure:

That's IMPLAN's total economic output — direct, indirect, and induced economic activity in the Lansing-East Lansing region. The largest component is induced spending: residents spending their wages at local businesses. Dr. Shoag's full methodology and assumptions are documented on pages 17–22 of his report, which we can share on request.

BOARD 1 OF 2 · THE HOWARD · EAST LANSING

The Rarity. The Investment.

Ask us about any of these main topics of The Howard.

A VERY SMALL CLUB 01

The Rarity

2 of 3

US tall mass timber LEED Gold residential, built by Harbor Bay

CASE STUDY 02

INTRO Cleveland

~300

units · 9 stories · LEED Gold · 2022

VERIFIED PERFORMANCE 03

What It Delivers

–34%

annual GHG emissions vs. conventional

THE INVESTMENT 04

Above Conventional

$8.2M

additional cost for mass timber + LEED Gold

WHY IT STAYS RARE 05

Ahead of the Code

22

states still haven't adopted the 2021 IBC

RESIDENT WELLBEING 06

The Science of Wood

–15%

stress hormones in wood-rich interiors

HARBOR BAY VENTURES · PLANNING COMMISSION · MAY 13, 2026

BOARD 2 OF 2 · THE HOWARD · EAST LANSING

The Howard. East Lansing's Lead.

Ask us about any of these main topics of The Howard.

THE PROJECT 01

The Howard

12 / 296

stories · units · target completion 2028

COMMUNITY ENGAGEMENT 02

Community Engagement

Several

Harbor Bay Ventures has held several public meetings

ORDINANCE 1536 03

Built for the Policy

4 pts

earned · +2 mass timber · +2 LEED Gold

MICHIGAN ECOSYSTEM 04

A State Leading

$400K

Mass Timber Catalyst grants, 2025 to 2026

INDUSTRY OPPORTUNITY 05

Michigan Forestry

$26.5B

forest products economy · 88,275 jobs

EAST LANSING LEADING 06

A Precedent

1st

Michigan city to incentivize mass timber

HARBOR BAY VENTURES · PLANNING COMMISSION · MAY 13, 2026

THE HOWARD

Project Timeline & Community Engagement Summary

Submitted to the East Lansing Planning Commission

TO:	East Lansing Planning Commission
FROM:	Harbor Bay Ventures and The Ballein Family
RE:	The Howard - 401 - 421 E. Grand River Avenue, East Lansing
DATE:	May 6, 2026

1. Introduction

This document provides the East Lansing Planning Commission with a unified, factual reference for the progression of The Howard - a downtown redevelopment proposed by Harbor Bay Ventures and the Ballein family at 401 - 421 East Grand River Avenue.

Project-specific discussions began on June 12, 2025 with an initial meeting between Harbor Bay Ventures principals and City staff. In the nearly eleven months since, the project team has worked to be stewards of the East Lansing community: listening carefully to residents, hosting town halls, studying the City's adopted plans, engaging collaboratively with City staff and Commissions, and refining the project's design in direct response to feedback from both governing bodies and neighbors. The current application, submitted March 4, 2026 and amended March 20, 2026, reflects that ongoing collaborative dialogue.

2. Community Engagement

The project named "The Howard" honors Howard Ballein - Crystal Award winner, longtime East Lansing community member, and the late father of Greg and Brad Ballein. From the project's inception, the team has invested in resident dialogue beyond the standard public-hearing process.

Town Halls

Two town halls open to East Lansing residents have been held to date:

- Town Hall #1 - Tuesday, September 30, 2025 - Foster Coffee
- Town Hall #2 - Tuesday, October 14, 2025 - The Student Book Store

City Planning Documents Reviewed

In parallel with community outreach, the project team has carefully studied the City's adopted plans:

- City of East Lansing 2025 Comprehensive Plan Update
- City of East Lansing 2012 Climate Sustainability Plan

Top Themes Raised by Residents

During the town halls, residents raised the following items, all of which have informed the current design and architectural direction:

- Express the mass timber so the public can experience it, not only the residents
- Better retail activity and outdoor dining along E. Grand River; introduce a colonnade; pull the building back from the sidewalk
- Materiality and design - residents do not want a “cheap building” look
- Curated retail, not speculative retail that remains vacant
- Transit-oriented development; emphasis on bikes and pedestrians
- Density
- Affordability
- Pay homage to the Student Book Store and the Ballein family, including Crystal Award winner Howard Ballein
- Sustainable, environmentally conscious building

These themes are reflected in the current March 4 / March 20, 2026 application, including the mass timber commitment, the Gold LEED target, the colonnade and ground-floor retail orientation along E. Grand River, and the building’s overall design language.

3. The Howard - Project Timeline

Nearly 11 months of collaborative dialogue

Since the first project-specific meeting on June 12, 2025, the project team has engaged with City staff, the Planning Commission, the Zoning Board of Appeals, the Downtown Development Authority, and East Lansing residents to shape The Howard.

Date	Description
June 12, 2025	Initial project-specific meeting with City Manager Robert Belleman, Annette, Landon Bartley, and Heather to begin a collaborative dialogue on the Student Book Store redevelopment vision and how to bring the project forward in a way that works for the City and the community.
August 28, 2025	Public naming. East Lansing Info reports that the Ballein family is proposing a downtown redevelopment on the Student Book Store site and that Greg Ballein has named the project “The Howard,” in honor of his late father, Howard Ballein.
September 30, 2025	Town Hall #1 at Foster Coffee. Open community meeting; residents share input on materiality, retail, transit orientation, and design.
October 14, 2025	Town Hall #2 at The Student Book Store. Continued resident dialogue on density, affordability, sustainability, and the project’s tribute to the Ballein family and the Student Book Store legacy.
November 4, 2025	Initial land-use application submitted. Applicant: Harbor Bay Ventures on behalf of Student Book Store Inc.; 401, 421, and 427 E. Grand River Avenue. Design: 15-story mass-timber-on-concrete podium with 361 dwelling units. An earlier design iteration;

	subsequently refined collaboratively in response to City feedback (see January 2026 entries).
December 17, 2025	First Planning Commission hearing on The Howard. The project team presents, including economist Daniel Shoag's analysis of market conditions and downtown housing demand.
December 18, 2025	Presentation to the Downtown Development Authority on the project's design and financing structure.
January 7, 2026	Project team meets with the Zoning Board of Appeals to discuss elements of the initial design. The Board does not approve the requested elements, noting they are beyond the Board's purview, while commending the project's design and expressing enthusiasm for the development.
January 29, 2026	Harbor Bay Ventures submits a follow-up letter to the Zoning Board of Appeals chair to clarify items discussed at the January 7 meeting.
January – February 2026	Project team incorporates feedback collaboratively from the Zoning Board of Appeals. The refined design moves to 12 stories at less than 139 feet.
March 4, 2026	Refined project formally submitted: 12 stories, under 139 feet.
March 20, 2026	Application amended. Mass timber and Gold LEED confirmed as technically and financially feasible; both commitments documented as central to the design.

4. Project Evolution - A Collaborative Response to Feedback

The current application reflects nearly a year of iterative, collaborative dialogue with the City, residents, and reviewing bodies. The narrative arc matters because it reflects good-faith engagement at every stage.

Initial Design (November 2025)

15 stories, 168 feet, mass timber on concrete podium with 361 dwelling units. The project team presented this initial design to the Zoning Board of Appeals on January 7, 2026. The Board did not approve the requested elements, noting they were beyond the Board's purview, while commending the project's design and expressing enthusiasm for the development.

Refinement (January – February 2026)

Working collaboratively with feedback from the Zoning Board of Appeals, the project was refined to 12 stories at less than 139 feet.

Current Application (March 4 / March 20, 2026)

The refined project. Submitted March 4, 2026. Amended March 20, 2026 once the technical and financial feasibility of mass timber plus Gold LEED was confirmed. The March 20 amendment documents both commitments as central to the design.

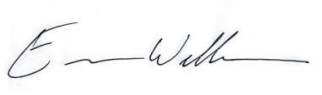
This is how the development process is intended to work. The project team has engaged collaboratively at every stage - sharing the redevelopment vision with City staff and Commissions, presenting an initial design, working with the Zoning Board of Appeals to refine the project, and integrating community feedback. Resident input from the September 30 and

October 14 town halls - especially around expressed mass timber, ground-floor retail, the colonnade, materiality, and sustainability - has shaped the design.

5. Referenced Documents

- Town Hall #1 materials and notes - September 30, 2025 (Foster Coffee)
- Town Hall #2 materials and notes - October 14, 2025 (The Student Book Store)
- Planning Commission hearing record on The Howard - December 17, 2025
- Downtown Development Authority presentation on The Howard - December 18, 2025
- Zoning Board of Appeals meeting record on The Howard - January 7, 2026
- Harbor Bay Ventures letter to Zoning Board of Appeals chair - January 29, 2026
- The Howard original land-use application materials - November 4, 2025 (15-story / 168-foot design - refined)
- The Howard refined application - submitted March 4, 2026
- The Howard application amendment - March 20, 2026 (mass timber and Gold LEED confirmation)
- City of East Lansing 2025 Comprehensive Plan Update
- City of East Lansing 2012 Climate Sustainability Plan

Yours Sincerely,



Evan Williams
Harbor Bay Ventures

PLANNING COMMISSION PRESENTATION — MAY 13, 2026

PARKING CAPACITY ANALYSIS

The Howard

Exploring a Collaborative Approach to Off-Site Parking with the City of East Lansing

Prepared for
Caleb Sharrow, Parking Administrator
East Lansing Planning Commission
East Lansing Downtown Development Authority
East Lansing City Council

Prepared by **Harbor Bay Ventures & The Ballein Family**

421 East Grand River Avenue • April 2026

02

EXECUTIVE SUMMARY

A shared parking opportunity worth exploring together

The City's B-3 district **prohibits new on-site parking without a variance** — a deliberate urban design choice that favors walkability and a shared public system. The Howard is designed to fully align with that vision and to **partner with the City** on a shared approach that serves residents and supports optimal use of the public garages.

156

Residential spaces needed

Peak: Thu 10 PM, September

430

Unoccupied spaces nearby

Division + Charles + M.A.C.

0.21

Spaces per bed

Slightly above 12-peer avg

1,060

Systemwide surplus

At peak weekday occupancy

In short: *a modest footprint, fully within walking distance — and an opportunity to explore together.*

Sources: Walker Consultants — The Howard Development Parking Analysis (March 2026); City of East Lansing Parking Division — Draft 2025 Downtown Parking Report.

03

THE DEVELOPMENT

The Howard at 421 East Grand River Avenue

PROJECT PROGRAM

748	Beds
296	Apartment units
12	Stories
8,000 sf	Retail
0	On-site parking (per B-3)

Project Site & Adjacent Public Garages



Site characteristics

- City Center Commercial District (B-3) zoning
- Directly across East Grand River from MSU campus
- Division Street Garage immediately adjacent to site (615 spaces)
- Three public garages within a 3–5 minute walk

Source: Walker Consultants — The Howard Development Parking Analysis (March 2026), Figure 1.

04

URBAN DESIGN LEADERSHIP

The City's B-3 district actively discourages on-site parking by design

CHAPTER 50 – ZONING, ARTICLE VIII, SECTION 50-814(4)

East Lansing's B-3 district not only sets no parking minimum — it prohibits new on-site parking without a variance. This is an intentional, forward-thinking commitment to walkability, urban design, and a shared public parking system.

On-site parking is prohibited

New on-site parking in the B-3 district cannot be built without a variance — the ordinance actively steers developments away from surface and structured parking.

Shared public system by design

Instead of duplicative on-site parking, the ordinance directs developments to the City's consolidated garage system — maximizing use of public assets already built.

Off-premises partnerships

Developments partner with the municipal system through annual permit arrangements at public facilities within a quarter-mile of the site.

The Howard is fully aligned with the City's B-3 vision — no variance, no exception, just compliance with a thoughtful urban planning framework.

Source: City of East Lansing Code of Ordinances, Chapter 50 Zoning, Article VIII, Section 50-814(4); framework interpretation per Walker Consultants (March 2026).

05

MODAL CONTEXT

The site's walkability and transit access suggest modest vehicle demand

A WALKER'S PARADISE

91

WalkScore

Daily errands don't require a car

96

BikeScore

Biking for daily transportation

Source: WalkScore.com site rating for 421 E. Grand River Avenue

Both scores fall in the "daily errands do not require a car" band. Target, groceries, and everyday services are within three walkable blocks.



Direct transit access

Five CATA bus routes serve East Grand River (1, 20, 24, 26, 48); routes 22 and 23 within walking distance.



Adjacent to MSU campus

Directly across East Grand River Avenue from Michigan State University — a captive non-driving population.



Multimodal connections

Michigan Flyer (14 daily trips to Ann Arbor / DTW) one block away; Capital Area Multimodal Gateway accessible via CATA 20.



Student- & transit-oriented tenants

Undergrads, grad students, MSU faculty, and staff — demographics with structurally lower vehicle ownership.

Source: Walker Consultants — The Howard Development Parking Analysis (March 2026), "Transit and Walkability" section.

06

BENCHMARK ANALYSIS

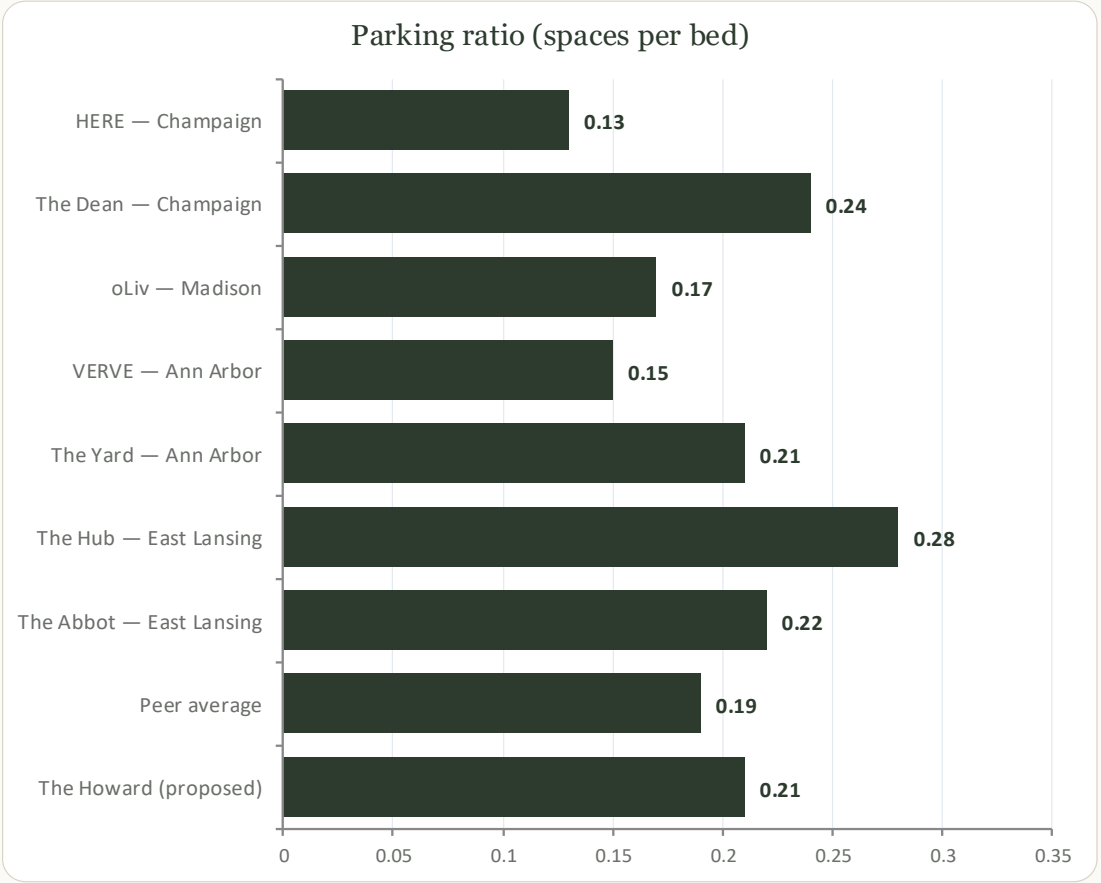
Peer developments point to a parking ratio around 0.19 per bed

Walker Consultants benchmarked 12 recently built student-oriented residential developments in university towns with walkable districts and public transit access.

The Howard's proposed 0.21 spaces per bed sits slightly above the peer average — a modestly conservative assumption.

Peer range — spaces per bed

Low	**0.07**	*Hub Five Corners, Ann Arbor*
Average	**0.19**	*12-project peer set*
Median	**0.20**	*12-project peer set*
High	**0.28**	*The Hub, East Lansing*



Source: Walker Consultants — The Howard Development Parking Analysis (March 2026), Figure 2. Excludes The Landmark (East Lansing, 0.44/bed) as an outlier; the remaining 12 developments inform this analysis.

07

PROJECTED DEMAND

Walker's analysis projects a need for approximately 156 resident spaces

748 BEDS × **0.21** SPACES PER BED = **156** RESIDENT SPACES NEEDED

Peak condition defined

Design day: Thursday, 10:00 PM, September (Fall semester). This is when residential demand is at its highest.

Shared parking methodology

Walker applied the ULI Shared Parking model with ITE/ULI base ratios, then adjusted for local mode share, non-captive effects, and peak hour/month factors.

Equivalent unit ratios

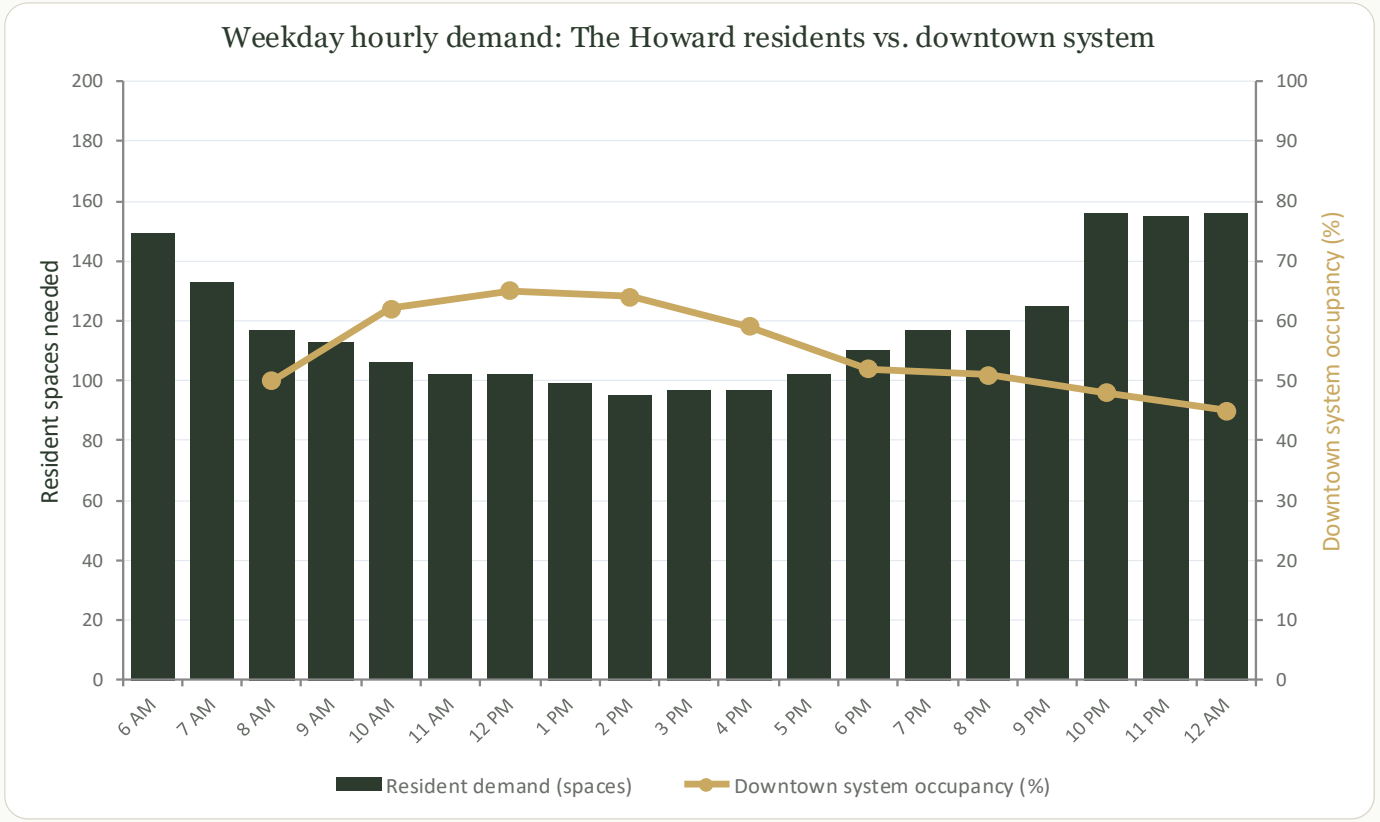
156 spaces equates to 0.21 per bed and 0.53 per unit — both below typical municipal minimums and consistent with peer developments.

Source: Walker Consultants, The Howard Development Parking Analysis, March 2026.

08

DEMAND TIMING

Resident parking tends to peak when downtown demand is at its quietest



KEY INSIGHT

Complementary timing

Resident demand peaks at 10 PM, when downtown occupancy falls to ~48%.

At midday peak (12:30 PM), when downtown is busiest, only ~102 residents are parked — freeing capacity for visitors, employees, and customers.

This is the classic case for shared parking: two uses, opposite peaks, one supply.

Sources: Walker Consultants (resident demand); City of East Lansing Parking Division (Fall 2025 occupancy).

09

SYSTEM-WIDE UTILIZATION

The City's data shows meaningful headroom in the downtown system

3,088

Total public spaces

Downtown parking system

66%

Peak occupancy

Thursday 12:30 PM

~1,060

Surplus at peak

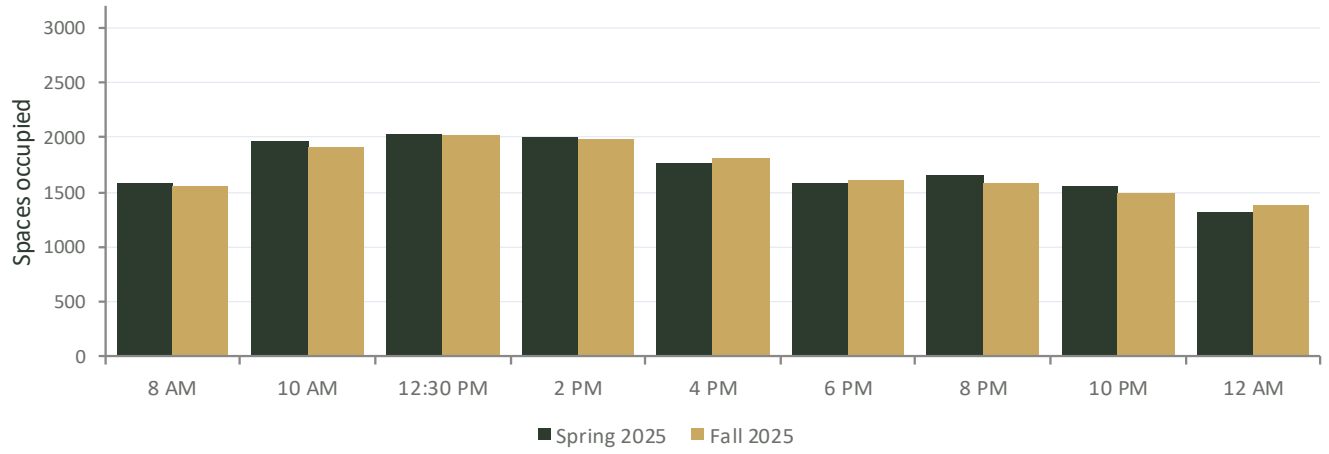
Unoccupied spaces

45%

Late-night occupancy

At midnight, system-wide

System-wide occupancy across a typical weekday (out of 3,088 spaces)



WHAT WE'RE SEEING

Room to grow together

Even at the single busiest hour of a typical week, roughly one in three public spaces sits empty. The Howard's projected need would represent about 15% of current weekday headroom.

Source: City of East Lansing Parking Division, Draft 2025 Downtown Parking Report; Spring and Fall 2025 counts.

10

ADJACENT SUPPLY

Three public garages sit within a 3–5 minute walk of the site

DIVISION STREET GARAGE

181 Division St.

615

TOTAL SPACES

Walk time	**Adjacent to site**
Fall 2025 occupancy	**46%**
Monthly permit rate	**$90–$115/mo**

Directly adjacent to The Howard — a natural first choice for any permit conversation.

CHARLES STREET GARAGE

121 Charles St.

680

TOTAL SPACES

Walk time	**1-block walk**
Fall 2025 occupancy	**51%**
Monthly permit rate	**$100–$125/mo**

One block west; could help spread demand across facilities, at the City's discretion.

M.A.C. AVENUE GARAGE

310 M.A.C. Ave.

239

TOTAL SPACES

Walk time	**~5-minute walk**
Fall 2025 occupancy	**50%**
Monthly permit rate	**$95/mo**

An additional option the City may consider if broader distribution is preferred.

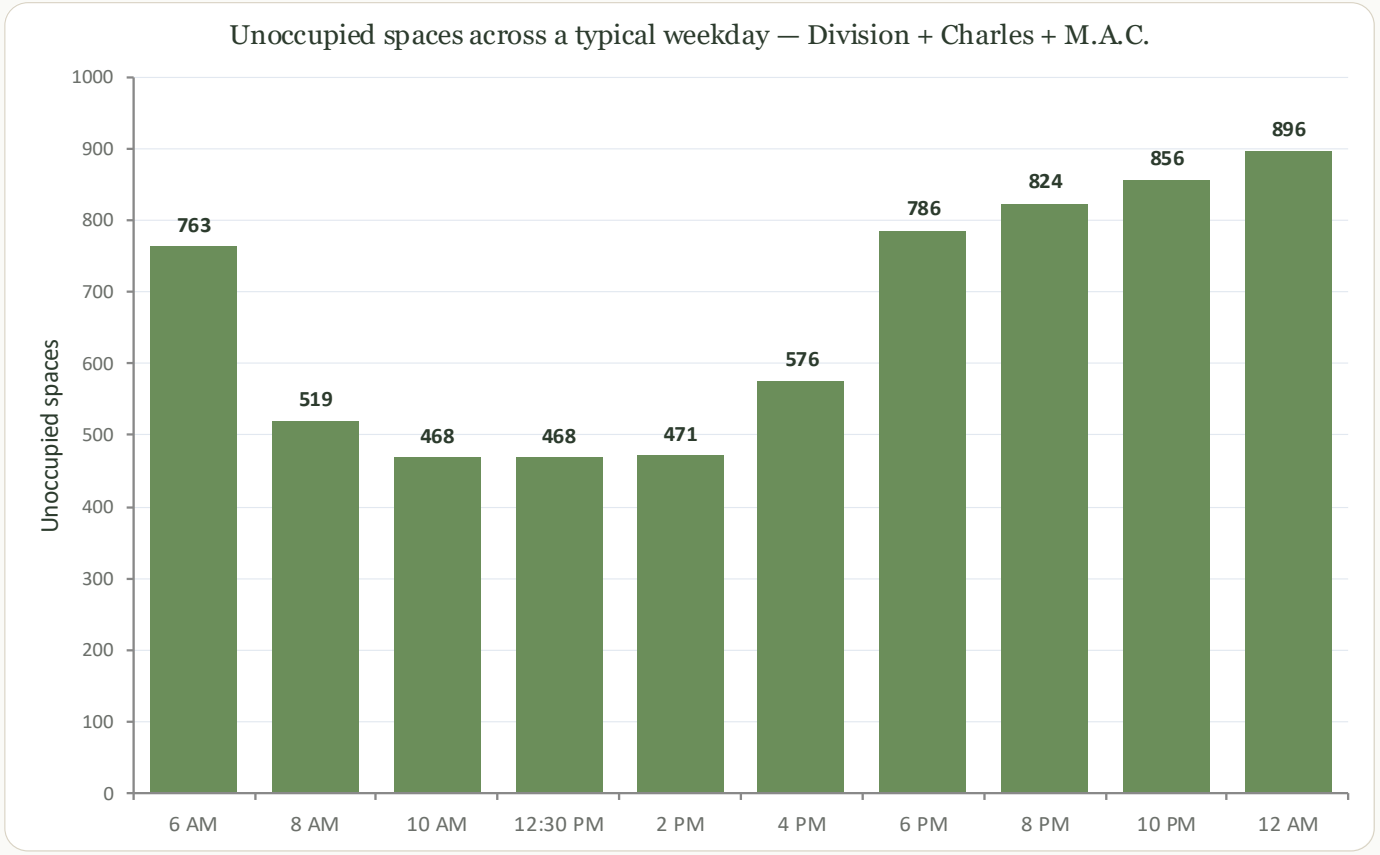
Combined inventory: 1,532 spaces across the three nearest public garages

Sources: City of East Lansing Parking Division — Draft 2025 Downtown Parking Report (inventory, occupancy, FY2026 monthly permit rates); Walker Consultants — The Howard Development Parking Analysis (March 2026).

11

PEAK AVAILABILITY

The nearby garages are just one slice of a much larger pool of available capacity



THE HOWARD NEEDS

156

resident spaces

OPEN IN 3 NEARBY GARAGES

468

at the peak hour

OPEN ACROSS THE SYSTEM

~1,060

at the peak hour

Nearby capacity alone offers roughly 3× what's needed — and the broader downtown system holds nearly 7× that amount.

Peak garage occupancy occurs Thursday at 12:30 PM (69%). Sources: Walker Consultants analysis of City of East Lansing Parking Division, Fall 2025 counts.

12

LOOKING FORWARD

National trends suggest today's surplus capacity is likely to grow over time

*A body of independent research **points to a gradual, structural softening** of demand for downtown parking — a trend expected to continue in the coming decades. This context suggests that thoughtfully leasing existing capacity today is a timely and forward-looking strategy.*

INDUSTRY IN STRUCTURAL DECLINE

−5.9%

avg annual change in US Parking Lots & Garages industry revenue, 2017–2022

Industry research firm IBISWorld documents a multi-year contraction in the U.S. parking industry. The commercial real estate group NAIOP observes that many operators are now planning for "an overall decline in parking facility use in the future" — with surface lots and garages increasingly being converted to other uses.

Sources: IBISWorld (2023); NAIOP (2021, 2022).

AV ADOPTION ACCELERATES THE TREND

~50%

of U.S. road travel projected to be autonomous by 2040 (CNBC forecast)

A systematic review of 130 academic studies (ScienceDirect, 2023) found broad consensus that autonomous vehicles "would encourage dispersed urbanization, reduce parking demand, and enhance network capacity" over the long term. Brookings Institution (2025) adds: "As car ownership declines, cities will need fewer parking lots."

Sources: Brookings Institution (2025); ScienceDirect review (2023); MDPI Sustainability (2023).

WHAT THIS MEANS FOR EAST LANSING

Timely

a walkable, transit-rich, university-adjacent downtown is well-positioned

Research (Urbanism Next) suggests that the largest parking reductions will occur in places with strong transit, walkable blocks, and shared-mobility infrastructure — exactly the conditions downtown East Lansing has cultivated. Putting today's surplus capacity under a long-term lease is a way to convert a softening asset into steady, predictable revenue.

Source: Urbanism Next, University of Oregon (AV & parking research, ongoing).

In short: *leasing existing surplus capacity to The Howard isn't just a near-term solution — it may help the City convert underused assets into durable revenue before broader market forces compress parking values further.*

13

POTENTIAL PARTNERSHIP

A permit partnership could be a meaningful resource for the City

POTENTIAL ANNUAL CONTRIBUTION

$197,820

illustrative, at blended 3-garage rate ($105/mo × 157 permits × 12)

THE MATH

748 beds × 0.21 = **157 monthly permits**

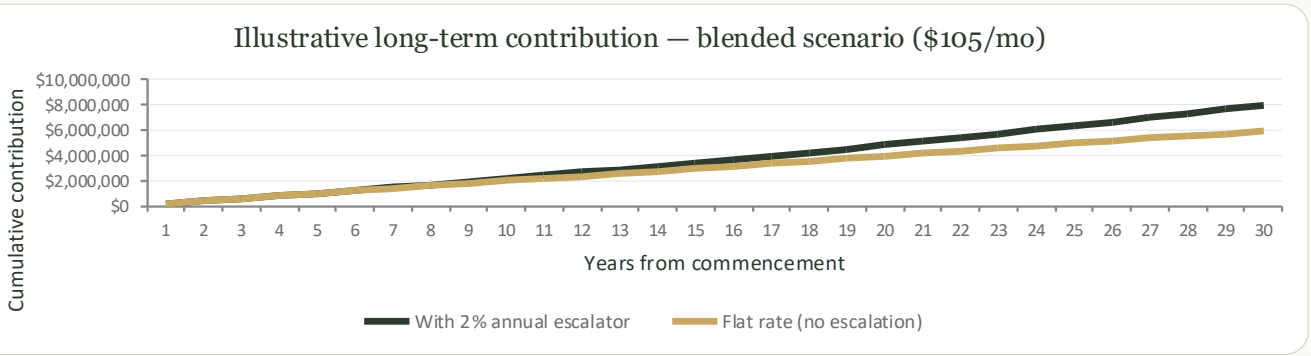
157 permits × $105/mo avg = **$16,485/month**

$16,485/month × 12 = **$197,820/year**

LOW **$90/mo** *(upper-level)* → **$169,560/yr**

BLENDED **$105/mo** *(3-garage avg)* → **$197,820/yr**

HIGH **$125/mo** *(lower-level)* → **$235,500/yr**



ILLUSTRATIVE LONG-TERM VALUE

Blended rate, 2% escalator assumption

10 YEARS	**$2.17 M**
20 YEARS	**$4.81 M**
30 YEARS	**$8.03 M**

A note on context: *we recognize the City is navigating budget pressures and believe a long-term permit arrangement could offer a steady, predictable contribution — one of many tools the City might consider alongside its own planning.*

Inputs: permit count derived from Walker Consultants (March 2026) demand analysis (748 beds × 0.21); monthly permit rates from City of East Lansing Parking Division FY2026 schedule. Projections assume 2% annual escalator.

14

NEED & CAPACITY

Projected need fits within both nearby and citywide available capacity

PROJECTED NEED

156

resident spaces at peak
Thu 10 PM, September

vs.

AVAILABLE CAPACITY

430+

in 3 nearby garages

+ ~1,060

citywide at peak hour

The City's allocation approach

The Parking Division currently allocates roughly half of available supply (~215 spaces) to permits, reserving the balance for transient parking and operational flexibility.

Flexibility across garages

Should it prove helpful, resident permits could be distributed across Division, Charles, and M.A.C. — giving the City flexibility in how to manage transient access.

Presence factor

Because only ~60% of permits are typically present at peak, the City's existing oversell practice effectively expands usable capacity — a well-tested approach.

Sources: Walker Consultants — The Howard Development Parking Analysis (March 2026); permit allocation, presence factor, and operational cushion figures per City of East Lansing Parking Division.

LOOKING AHEAD

A shared opportunity — and a conversation we'd welcome.

01

The downtown system has significant headroom

City data indicates ~1,060 surplus spaces citywide at peak — with 430+ open in the three nearby garages alone. The broader system offers meaningful flexibility well beyond the immediate site.

02

The Howard's projected footprint is modest

Walker's analysis suggests ~156 spaces at peak (0.21 per bed, in line with peer averages) — roughly 15% of current weekday citywide headroom.

03

We'd welcome the City's guidance on structure

Whether permits live primarily in Division or are distributed across multiple garages, we'd defer to the Parking Division's preferred approach.

04

A partnership that could support the City over time

Illustratively, ~157 annual permits would contribute on the order of $198K/yr — a steady, long-term resource the City might find helpful as one tool among many.

Sources: *Walker Consultants — The Howard Development Parking Analysis (March 2026); City of East Lansing Parking Division — Draft 2025 Downtown Parking Report.*

DICKINSON WRIGHT PLLC

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LANSING, MI 48933-1816
TELEPHONE: 517-371-1730
FACSIMILE: 844-670-6009
http://www.dickinsonwright.com

NOLAN J. MOODY
NMoody@dickinsonwright.com
517-487-4714

May 13, 2026

Via Email Only

City of East Lansing Planning Commission
410 Abbot Road
East Lansing, MI 48823
coelplanningcommission@cityofeastlansing.com
lbartley@cityofeastlansing.com

Re: Case No. PSUP26-0001; 401, 421, & 427 E. Grand River Avenue

Dear Planning Commissioners,

Dickinson Wright PLLC ("DW") represents the State News Media Group ("State News") regarding its objections to the application materials submitted by Harbor Bay Ventures ("Harbor Bay") for the proposed site plan of a 12-story mixed use building called "The Howard" located on Grand River Avenue (the "Property"). The State News owns the building located at 435 E. Grand River Avenue ("State News Property"), which is directly adjacent to the Property. Please ensure that this correspondence is entered into the official record for Harbor Bay's application ahead of the May 13, 2026 public hearing.

While the State News does not object to Harbor Bay's proposed project in general, certain vital information that directly affects the State News Property is absent from the application materials. The State News submits this correspondence into the record to highlight information that is needed for this project to be code compliant and otherwise necessary to secure a positive recommendation from the Planning Commission. As explained below, the State News requests that the Planning Commission require further information from Harbor Bay and to continue the public hearing at a later date or, in the alternative, if the Planning Commission is inclined to recommend approval of the current application as presented, to include conditions of approval which will mitigate the project's impacts on the State News Property.

Objections to the Application Materials

Harbor Bay's application does not provide sufficient information in two key areas. First, the application does not adequately identify how the proposed project will be compatible with and mitigate impacts on surrounding properties. Second, the application does not provide a sufficient construction plan. These items are addressed in turn.

Site Plan Standards of Review (Sec. 50-38)

(1) *General site conditions.* The site shall be designed and developed to provide a logical relationship between functional elements, to effectively serve the purposes for which it is to be developed, and to be reasonably compatible with surrounding properties.

a. The size, height, design and architectural treatment of buildings shall be reasonably compatible with surrounding properties; except, if the site is in an area which is expected to redevelop in accordance with the provisions of the comprehensive plan, the size, height, design and architectural treatment of buildings shall be consistent with the objectives in the comprehensive plan.

b. Buildings, including windows, balconies and other openings, shall be located and designed to provide reasonable privacy for residents and employees on the site and those adjacent to the site; buffers such as walls, fencing, landscape plantings or additional setbacks may be required to protect residents and employees from adverse impacts from adjacent uses or streets.

c. Yard areas on the site shall be arranged and improved to provide adequate light and ventilation; separation between buildings, roads and other activity areas; trees and other vegetation; passive and active recreational areas; and to improve the appearance of the property, ensure reasonable privacy and enjoyment for residents and employees and promote the public health, safety and welfare.

d. Outdoor activity areas, such as pools, playgrounds, courts, cooking or dining facilities, shall be located and screened sufficiently to minimize impacts on adjacent properties or dwelling units on the site and to provide appropriate security.

As the Commission knows, one of the chief purposes of site plan approval is to ensure that the proposed project will minimize negative impacts on surrounding properties. (Sec. 50-36). This is further reinforced by the requirements in Sec. 50-38(1) quoted above. In this case, the available application materials do not sufficiently address how the project fits within the surrounding properties or how same will minimize the impacts on the State News Property.

To begin, the Property is proposed with essentially zero step-backs from the State News Property. Apartment windows are proposed on the east side of the building facing the State News Property on floors 3-12. As these are residential units, life-safety[1] and emergency requirements

[1] The application does not even include a life safety plan.

will likely make future upward redevelopment of the State News Property difficult if not impossible without adequate step-backs. This significantly reduces the future value and functionality of the State News Property.

Additionally, the application narrative is insufficient in its explanation of compatibility with existing surrounding uses. The State News Property is only 2 stories as compared to the Property, which will be 12 stories. All other structures in the immediate vicinity of the Property are significantly shorter than 12 stories.

While the State News does not necessarily object to the project's height, the development of a structure which is significantly higher than adjacent structures creates negative impacts on adjacent properties, which must be mitigated. Aside from the obvious aesthetic inconsistency, the project's height could impact the State News Property through snow drifts, wind redirection, and water runoff on the State News Property, privacy concerns, or the potential for falling debris during and after construction. The application should acknowledge and address these impacts.

Because the application in its current form does not provide for adequate step-backs or sufficiently address the proposed project's impacts to adjacent properties, it does not meet the requirements for site plan approval under Sec. 50-38. The Planning Commission should direct Harbor Bay to submit additional materials addressing these items, including appropriate step-backs from the property line, and continue the public hearing after these additional materials are meaningfully reviewed.

Construction Impact and Plan (Sec. 50-37(7)(e))

Sec. 50-37(7)(e) requires an applicant to submit a "proposed schedule and staging of the development" with an application for site plan approval. A review of the publicly available application materials on the City of East Lansing website indicates that the required construction plan is missing from the application. A conceptual drawing/plan is provided but is inadequate as explained below.[2]

The most concerning omission is that Harbor Bay is almost certainly planning to use the alley behind the Property and the State News Property (between Grand River Ave. and Albert Ave.) for construction activities, yet there is no mention of it in the application. Depending on the schedule and method of construction, this could leave the alley blocked and unusable for two years.

[2] In addition to failing to meet Sec. 50-37(7) of the Code, the omission of a sufficient construction plan also supports the above analysis that the application fails to consider the impact on adjacent properties as required in Sec. 50-38.

Tenants of the State News Property use the alley for loading and unloading deliveries, and other related functions critical to their businesses. For example, one of the State News' tenants is Panda Express, who receives food deliveries in the alley 2-3 times per week. Even a minor disruption would cause hardship for these tenants while a 2-year loss of the alley would have highly damaging effects.

Further, as noted by the City's engineer, the roadways and sidewalks surrounding the Property will likely suffer significant deterioration during the construction phase. Harbor Bay's construction plan must be required to address remediation of any damage to this infrastructure. The construction plan should also provide for safety measures designed to protect pedestrians and drivers travelling to and from the State News Property.

Construction of the proposed project also carries the potential for more significant impacts to the State News building itself. Excavation of the Property could threaten lateral support for the State News Property, cause settling around the building, vibration damage, and disrupt basic building functions. The applicant must be required to provide a vibration monitoring plan, a shoring/underpinning protocol, and a construction protection agreement with adjacent owners before approval of the site plan.

It should be noted that the submitted plans do not appear to provide required information regarding exterior lighting. (Sec. 50-155). This should be provided prior to approval to ensure adjacent properties are not negatively impacted.

Requested Action

To emphasize, the State News is not requesting an outright denial of this project, nor is the State News opposed to the project in general. Rather, the State News simply seeks information (required by the Zoning Ordinance) explaining how the proposed project will: (i) be compatible with surrounding properties, (ii) mitigate potential impacts, and (iii) proceed through the construction phase and remediation.

The State News respectfully asks that the Planning Commission continue the public hearing to a later date, and instruct Habor Bay to provide the above-cited required information prior to the continued public hearing.

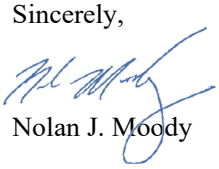
In the alternative, prior to approval of the site plan, the State News respectfully asserts that conditions must be imposed consistent with Sec. 50-36(d) to minimize the impact of the proposed project on the surrounding area, particularly the State News Property. At minimum, the State News requests that any approval of the proposed project carry a condition that the project shall not be

developed in a manner that would impede the ability of the State News Property to be upwardly developed in the future. Any condition(s) addressing this item should require sufficient step-backs on floors 3 through 12 in conjunction with an approved life-safety/emergency plan that will reasonably accommodate future development of the State News Property.

Further, conditions must be imposed relating to the required construction plan. As noted above, there are significant risks related to the State News building structure, impacts to the State News' tenants through use of the alley and construction nuisance through noise, vibrations, and the like, impacts to the sidewalk and road infrastructure, and safety/convenience of pedestrians and drivers traveling to and from the State News Property. Adequate conditions must be placed on construction prior to site plan approval to minimize these impacts. These conditions should include, but not necessarily be limited to, Harbor Bay providing a vibration monitoring plan, a shoring/underpinning protocol, and a construction protection agreement with adjacent owners before approval of the site plan.

The State News appreciates the Planning Commission's time and attention to this matter. Please do not hesitate to reach out to my office for any reason.

Sincerely,



Nolan J. Moody

NJM:asf

LANSING REGIONAL CHAMBER

March 25, 2026

To East Lansing City Council & Planning Commission,

On behalf of the Lansing Regional Chamber of Commerce and the undersigned businesses across the Lansing region, we express our strong support for The Howard, a transformative mixed-use development proposed for downtown East Lansing.

East Lansing holds a pivotal place in our regional economy. Powered by Michigan State University and a dynamic downtown, the city is a center of talent, innovation, commerce, and culture. The decisions made here reverberate far beyond city limits — they influence the economic direction of the entire region.

At a moment when communities across Michigan are competing fiercely to grow population, attract talent, and strengthen their tax base, The Howard represents exactly the kind of bold, future-focused private investment our region must champion.

This project is far more than a single development with isolated benefits. Its pioneering use of a Mass Timber superstructure positions East Lansing as a national — and global — leader in sustainable construction and advanced design.

The Howard will push the boundaries of manufacturing, supply chain innovation, engineering, and architecture, elevating our workforce and expanding our economic capacity. Cities like Grand Rapids, Ann Arbor, and Detroit often dominate the headlines for innovation. This is East Lansing's moment to claim that narrative.

The project's economic impact is significant, highlighted by:

- 987 jobs and $205M in economic output during construction
- $7.28M in tax impact for State and Local Government in Michigan during construction
- Once operational, the project is expected to support around 400 jobs and generate about $70M in annual economic output.

And the significance of Mass Timber extends even further. Our region takes pride in its environmental stewardship and its deep ties to Michigan's forestry industry. The Howard offers a rare opportunity to

LANSING REGIONAL CHAMBER

make a forward-looking investment in that industry, supporting jobs, strengthening rural communities, and demonstrating that sustainability and economic growth can advance together. This is our chance to lead.

In the years ahead, our community will recognize The Howard as a catalyst for growth, building on the momentum created by the Park District | Graduate and Center City District developments and advancing economic vitality for East Lansing, the Lansing region, and Michigan as a whole.

For these reasons, we respectfully urge your full support for Harbor Bay and The Ballein Family as they pursue The Howard development.

Respectfully,

Tim Daman,
President & CEO

Supporting Businesses:
Anderson Economic Group
Audible Business
Berkshire Hathaway HomeServices Tomie Raines REALTORS
Brogan Insurance Company
Douglas J Institutes & Salons
Fidelity National Title
Flatz Living
Graduate East Lansing
Greater Lansing Area Moms
Horizon Bank
Krimson, LLC
Netvantage SEO
Residence Inn
Sultan's Mediterranean Restaurant
Tri-Star Trust

May 13, 2026

To East Lansing City Council & Planning Commission,

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Office: 517.487.6340 . 500 E. Michigan Ave., Suite 200 . Lansing, MI 48912 . www.lansingchamber.org

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Sincerely,

Lansing Regional Chamber of Commerce
And the Undersigned Businesses and Organizations
Anderson Economic Group LLC
Audible Business
Berkshire Hathaway HomeServices Tomie Raines REALTORS
Douglas J Institute & Salons
F.D. Hayes Electric Company
Fidelity National Title
Flatz Living
Greater Lansing Area Moms
Horizon Bank
Krimson, LLC
Michigan Certified Development Corporation
Netvantage SEO
Plante Moran
Residence In
SME
Sultan's Mediterranean Restaurant
The Christman Company
The Graduate Hotel East Lansing
Transworld Business Advisors
Tri-Star Trust

April 7, 2026

East Lansing Planning Commission
City of East Lansing
410 Abbot Road
East Lansing, MI 48823
coelplanningcommission@cityofeastlansing.com
lbartley@cityofeastlansing.com

Written Comment - Public Hearing
Re: Harbor Bay Ventures, "The Howard," 401, 421 & 427 E. Grand River Ave

Dear Members of the Planning Commission:

I write on behalf of the Board of Directors of The State News Media Group, owner of the commercial property at 435 E. Grand River Avenue — immediately adjacent to the proposed Howard development site. We submit this comment to formally express our concerns regarding the current development plans.

We understand that the applicant has modified its application such that the review process is now a site plan approval rather than a special use permit, and that the substantive public hearing on the modified application is scheduled for the May 13, 2026, Planning Commission meeting. We intend to submit detailed written comments and appear at that hearing.

We raise the following concerns at this time so that they are part of the record from the earliest stage of the Commission's review:

Impact on adjacent property redevelopment rights. The current plans of the Howards proposal are to develop and construct a 12-story building directly up to the property line shared with our two-story building at 435 E. Grand River Avenue. The applicant's submitted materials address the impact on neighboring properties with a single sentence asserting code compliance. The applicant's Project Design Narrative addresses impacts on neighboring properties with a single bullet point stating only that 'all front, side, and rear setbacks meet the zoning district requirements.' No further analysis is provided. This is insufficient. The placement of residential apartment windows from floors 3 through 12 on the East-facing facade, adjacent to our shared property line — as indicated in the applicant's architectural drawings — would severely constrain, or effectively foreclose, our ability to redevelop our property upward in the future, without any easement, agreement, or compensation. This issue must be fully analyzed and addressed before site plan approval is granted.

Construction protection for the adjacent occupied building. Deep foundation excavation immediately adjacent to our occupied two-story commercial building presents a significant structural risk. We request that the Commission require, as a condition of Site Plan approval, a pre-construction structural survey of neighboring

parcels (State News Building and the Division Street Garage) and a binding construction protection agreement, including vibration, structural health, optical/geotechnical, and environmental monitoring systems, to be installed prior to any ground disturbance. We also request that detailed reports be provided regularly throughout the construction process.

We will submit comprehensive written comments addressing these and related concerns in advance of the May 13 hearing. We respectfully request that tonight's comments be included in the full record for the May 13 proceeding.

Respectfully submitted on behalf of the Board of Directors,

Chris Richert
General Manager
The State News Media Group
435 E. Grand River Avenue
East Lansing, MI 48823

Downtown Development Authority

AGENDA ITEM REPORT

To:	Downtown Development Authority
Subject:	Discussion and approval of Michigan Main Street Program Scorecard and interest form
Meeting:	Downtown Development Authority - 28 May 2026
Department:	Downtown Development Agenda Group
Staff Contact:	Lori Mullins, Downtown Development Authority Executive Director

BACKGROUND INFORMATION:

Attached is a completed Michigan Main Street Interest Form for Downtown East Lansing and an incomplete District Management Scorecard.

At the April DDA Board meeting, the Board voted to add time for completing the Main Street Program Scorecard to the May DDA agenda.

FINANCIAL IMPACT:

Unknown

STRATEGIC PRIORITIES:

All

RECOMMENDATION:

Below is a motion for the board's consideration.
Move to approve the Michigan Main Street interest form and Scorecard and authorize the DDA Executive Director to pursue and report back on next steps.

ATTACHMENTS:

MMS Downtown_and_District_Management_Scorecard_Fillable



Successful businesses are vital to a thriving district.

BUSINESS KEY FOCUS AREAS

Business Retention Strategies | Business Recruitment Strategies | Business Plan Competitions
Incentive Strategies | Rightsized Retail | Expansion Exploration | Retail Market Data
Succession Planning | New Business Start Up Package

business solution scorecard

PERFORMANCE MEASURE	STARTING 0	STARTING 1	EVOLVING 2	EVOLVING 3	EXCELLING 4	EXCELLING 5
1. Business development efforts and the broader scope of district revitalization initiatives are focused on a targeted geographic area that is clearly defined and mapped	☐	☐	☐	☐	☐	☐
2. A building and business inventory of the district has been completed for all properties and businesses within the district	☐	☐	☐	☐	☐	☐
3. A map identifying and analyzing the district's business and activity mix on first and upper floors is in place and updated regularly or as changes warrant	☐	☐	☐	☐	☐	☐
4. The organization has programming and resources in place to actively assist small businesses and entrepreneurs in the district	☐	☐	☐	☐	☐	☐
5. The organization maintains current market information and a list of targeted business expansion and recruitment opportunities	☐	☐	☐	☐	☐	☐
6. Business development and recruitment collateral materials are in place and updated regularly or as needed	☐	☐	☐	☐	☐	☐
7. The organization hosts regular business owner meetings and/or communicates regularly with business owners to determine needs or challenges, and share successes	☐	☐	☐	☐	☐	☐

BUSINESS TOTAL SCORE

SCORING SCALE

0—1 Starting: Doesn't exist or we're just getting started (in the early discussion, research or planning stages) — or — underperforming and in need of a re-boot.

2—3 Evolving: Getting ready to launch or already in place, operating or programmed — but with opportunities for growth or enhancement.

4—5 Excelling: Actively and consistently demonstrated or mastered with a high degree of proficiency and quality— commonly viewed among our greatest strengths.

Scan the QR code here to go directly to the resource library and download the tools you need to keep your revitalization efforts moving forward!

SCAN ME



Investment in property development and building rehabilitation is the key to growing

REAL ESTATE KEY FOCUS AREAS

Building Inventory | Available Property Listings | Property Owner Brainstorms | Vacancy Treatments | Building Rehabilitaiton | Property Redevelopment | Upper Floor Renovations

real estate solution scorecard

PERFORMANCE MEASURE	STARTING 0	STARTING 1	EVOLVING 2	EVOLVING 3	EXCELLING 4	EXCELLING 5
1. A building inventory identifying occupancy status and uses located in each building's ground and upper levels is complete and kept up to date	☐	☐	☐	☐	☐	☐
2. Organization leaders are familiar with existing plans, market studies, zoning ordinances, and other district planning and development-related documents	☐	☐	☐	☐	☐	☐
3. Real estate-related projects and programming are aligned with, support and/or leverage existing plans, market studies, land use strategies, etc.	☐	☐	☐	☐	☐	☐
4. The organization actively assists and provides resources to promote and support real estate development activity in the district	☐	☐	☐	☐	☐	☐
5. The organization has programming and resources in place to actively assist property owners and to encourage development, building rehabilitation and/or facade improvements	☐	☐	☐	☐	☐	☐
6. The organization is well-versed in local development processes and has a strong rapport with development partners and officials	☐	☐	☐	☐	☐	☐

REAL ESTATE TOTAL SCORE

SCORING SCALE

0—1 Starting: Doesn't exist or we're just getting started (in the early discussion, research or planning stages) — or — underperforming and in need of a re-boot.

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SCAN ME



A well designed event strategy creates vibrancy, builds brand equity, and proves market viability.

EVENTS KEY FOCUS AREAS
Small, Reoccurring Habit Forming Events | Extended Hours Events
Streamlined Festivals | Micro-celebrations

event solution scorecard

PERFORMANCE MEASURE	STARTING 0	STARTING 1	EVOLVING 2	EVOLVING 3	EXCELLING 4	EXCELLING 5
1. The organization produces, provides assistance and/or supports events that build brand equity for the district	☐	☐	☐	☐	☐	☐
2. The organization's annual events calendar includes a mix of special events, retail events, and image-building events with specific goals identified	☐	☐	☐	☐	☐	☐
3. An organized approach or program is in place and working effectively to procure and manage event sponsorships	☐	☐	☐	☐	☐	☐
4. The organization regularly (e.g. post-event or annually) completes an evaluation of events, including a cost-benefit analysis, and acts accordingly	☐	☐	☐	☐	☐	☐

EVENT TOTAL SCORE

SCORING SCALE
0—1 Starting: Doesn't exist or we're just getting started (in the early discussion, research or planning stages) — or — underperforming and in need of a re-boot.

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SCAN ME



Telling your story and building your brand is essential to district success

MARKETING KEY FOCUS AREAS
Storytelling | Social Media Spotlights | Faces of Places Spotlight | Image Building | Promotion and Advertising Strategies

marketing solution scorecard

PERFORMANCE MEASURE	STARTING 0	STARTING 1	EVOLVING 2	EVOLVING 3	EXCELLING 4	EXCELLING 5
1. The organization orchestrates, provides assistance and/or supports place-based marketing programs and activities consistent with the district's brand	☐	☐	☐	☐	☐	☐
2. The organization effectively uses social media, advertising, materials, and/or other medium to tell a story, reach targeted audiences, and highlight district assets	☐	☐	☐	☐	☐	☐
3. A quality branding system for the district is in place and being implemented effectively across all medium to build brand equity	☐	☐	☐	☐	☐	☐
4. The organization has developed a communication plan outlining regular communication efforts with key stakeholders	☐	☐	☐	☐	☐	☐

MARKETING TOTAL SCORE

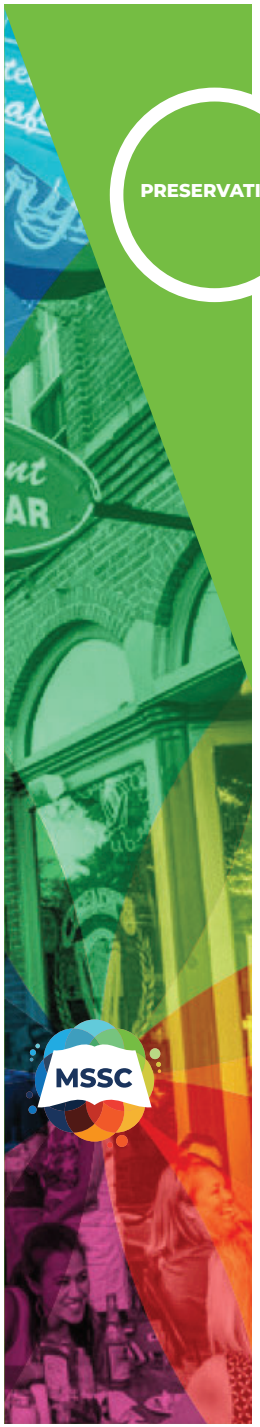
SCORING SCALE
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Scan the QR code here to go directly to the resource library and download the tools you need to keep your revitalization efforts moving forward!

SCAN ME



Our buildings are our character. They make us who we are. We must restore and protect our authenticity and uniqueness.

PRESERVATION KEY FOCUS AREAS
Façade and Building Improvement Grants | Community Master Plans and Ordinances
Component Grants | Roof and Building Stabilization | Historic Preservation Standards
Property Owner Education | Historic Designation

preservation solution scorecard

PERFORMANCE MEASURE	STARTING 0	STARTING 1	EVOLVING 2	EVOLVING 3	EXCELLING 4	EXCELLING 5
1. The organization has programming and resources in place to actively encourage appropriate building rehabilitation and façade improvements	☐	☐	☐	☐	☐	☐
2. The organization has strong relationships with local and/or state historic preservation partners and works actively to promote the benefits of preservation	☐	☐	☐	☐	☐	☐

PRESERVATION TOTAL SCORE

SCORING SCALE
0—1 Starting: Doesn't exist or we're just getting started (in the early discussion, research or planning stages) — or — underperforming and in need of a re-boot.

2—3 Evolving: Getting ready to launch or already in place, operating or programmed — but with opportunities for growth or enhancement.

4—5 Excelling: Actively and consistently demonstrated or mastered with a high degree of proficiency and quality— commonly viewed among our greatest strengths.

Scan the QR code here to go directly to the resource library and download the tools you need to keep your revitalization efforts moving forward!

SCAN ME



Placemaking binds people to place. That connection drives investment.

PLACE KEY FOCUS AREAS
Parklets | Banners | Wayfinding Systems | Streetscapes | Parking Systems & Awareness | Public Art

place solution scorecard

PERFORMANCE MEASURE	STARTING 0	STARTING 1	EVOLVING 2	EVOLVING 3	EXCELLING 4	EXCELLING 5
1. The organization provides support and assistance for ongoing district cleanliness, maintenance and beautification efforts and projects	☐	☐	☐	☐	☐	☐
2. The organization provides support and assistance for public spaces, public art, or other district placemaking efforts, enhancements and projects	☐	☐	☐	☐	☐	☐
3. Placemaking projects and activities are coordinated with local government, property and business owners, and other partners to maximize resources and results	☐	☐	☐	☐	☐	☐

PLACE TOTAL SCORE

SCORING SCALE
0—1 Starting: Doesn't exist or we're just getting started (in the early discussion, research or planning stages) — or — underperforming and in need of a re-boot.

2—3 Evolving: Getting ready to launch or already in place, operating or programmed — but with opportunities for growth or enhancement.

4—5 Excelling: Actively and consistently demonstrated or mastered with a high degree of proficiency and quality— commonly viewed among our greatest strengths.

Scan the QR code here to go directly to the resource library and download the tools you need to keep your revitalization efforts moving forward!

SCAN ME



A strong, sustainable organization is one that understands and communicates its value to the community.

CAPACITY KEY FOCUS AREAS

Single-ask sponsorship Campaigns | Investor Relations | Proactive Communication | Diversifying Revenue | Building Volunteer Support | Spotlighting Volunteers

capacity solution scorecard

PERFORMANCE MEASURE	STARTING 0	STARTING 1	EVOLVING 2	EVOLVING 3	EXCELLING 4	EXCELLING 5
1. The organization effectively engages and mobilizes volunteers to implement select projects and programs	☐	☐	☐	☐	☐	☐
2. The organization has specific protocols, tools, and/or programs in place - and makes an intentional effort - to cultivate a strong volunteer base	☐	☐	☐	☐	☐	☐
3. Effective efforts or programs are in place to engage district business owners, property owners and residents and to nurture their buy-in and support of the organization	☐	☐	☐	☐	☐	☐
4. Effective efforts or programs are in place to engage other community organizations and partners, to develop and maintain their buy-in and support of the organization, and to collaborate in pursuit of shared interests	☐	☐	☐	☐	☐	☐
5. Effective efforts or programs are in place to engage and communicate with local government leaders, and to maintain their buy-in and support of the organization	☐	☐	☐	☐	☐	☐
6. The organization is effective at identifying organizational capacity needs and in pursuing and leveraging resources and support, when and where needed	☐	☐	☐	☐	☐	☐
7. A budget and budgeting processes to support the organization and its programs and projects are in place and effectively administered	☐	☐	☐	☐	☐	☐
8. Line items in the organization's budget align with and support implementation of the organization's strategic plan	☐	☐	☐	☐	☐	☐
9. The organization has a plan in place and is working effectively to increase and diversify funding through fundraising, annual sponsorships, events, etc.	☐	☐	☐	☐	☐	☐
CAPACITY TOTAL SCORE						



Grassroots economic development is people-driven.

PEOPLE KEY FOCUS AREAS
Mobilizing Leaders and Volunteers | Single-serving Missions | Strategy Driven Focus| Respecting Human Capital
Celebrating Investments of Time | Measuring Impact | Telling Our Story

people solution scorecard

PERFORMANCE MEASURE	STARTING 0	STARTING 1	EVOLVING 2	EVOLVING 3	EXCELLING 4	EXCELLING 5
1. An organizational chart and clear management structure governing the organization's operations are in place	☐	☐	☐	☐	☐	☐
2. The composition of the organization's governing board or leadership team is diverse and representative of the district's stakeholders	☐	☐	☐	☐	☐	☐
3. The organization's day-to-day operations are effectively managed by professional, paid staff	☐	☐	☐	☐	☐	☐
4. Roles and responsibilities of the organization are well-defined, differentiated, and complementary to the work of other local organizations	☐	☐	☐	☐	☐	☐
5. The organization has, and works effectively to foster, a vision and goals for the district that are supported by a consensus of key stakeholders	☐	☐	☐	☐	☐	☐
6. The organization has a strategic plan and/or develops and implements projects and programs to support the vision and goals for the district	☐	☐	☐	☐	☐	☐
7. The organization annually plans projects and programs and uses a work plan to track progress and measure impacts	☐	☐	☐	☐	☐	☐
PEOPLE TOTAL SCORE						

SCORING SCALE
0—1 Starting: Doesn't exist or we're just getting started (in the early discussion, research or planning stages) — or — underperforming and in need of a re-boot.

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SCAN ME

DOWNTOWN AND DISTRICT MANAGEMENT SCORECARD

Record your score for each of the eight categories to see what areas your organization is strong in, and the areas that you might need to dig a little deeper into.

Business	Enter Total Here
Real Estate	Enter Total Here
Events	Enter Total Here
Marketing	Enter Total Here
Preservation	Enter Total Here
Place	Enter Total Here
Capacity	Enter Total Here
People	Enter Total Here

A. Based on your scorecard results, which of the eight core areas represent the organization's greatest strengths? (select up to three)

B. Which of the eight core areas represent areas of greatest need or challenges facing the organization? (select up to three)

C. List or briefly describe five specific actions, projects, or areas of focus representing some of the best opportunities for growth or improvements for your organization and/or the downtown or district?

1.

2.

3.

4.

5.

Applying the Results EVALUATION AND STRATEGIC PLANNING

- Distribute a copy of the scorecard (and this summary evaluation worksheet) to each of your downtown or district management organization's board or leadership team members, including staff members.
- Set and communicate a deadline for completing and returning the scorecard.
- Compile completed scorecard results, paying special attention to areas of agreement and alignment, and areas of divergence.
- Facilitate a strategic planning session or retreat to review and discuss the compiled results. Discussion might revolve around questions and topics like:
  - What surprised you or stood out?
  - Which core areas or performance measures deserve more dialog or further exploration?
  - Looking deeper, what might be driving the results? (e.g. challenges, issues, timing, external forces, leadership, resources, etc.)
  - Who else—individuals and/or organizations—should be approached for perspective, clarification, or help?
- Build consensus around directions, priorities, actions, and/or next steps. For example:
  - To get started, refer to the list of "Best Opportunities for Growth or Improvements" compiled from this worksheet.
  - Invite each member to offer their own top three (these may come directly from the compiled list or may be new based on discussions and ideas shared at the session).
  - Create the list on chart paper and provide each member a chance to vote on their top 3 from the newly compiled list (the "dot" method works well for this purpose).
  - Tally the votes to identify areas and items of priority consensus. Choose three to five the organization will emphasize as organization development priorities over the next year.
  - Match priorities to Michigan Main Street Solution Center tools and resources for help getting started, elevating your efforts, and staying on track.
- Repeat the process annually to measure progress and re-assess organization development priorities.