

AGENDA

CALL TO ORDER

ROLL CALL / QUORUM ANNOUNCEMENT

OLD BUSINESS

1. **Approval of Minutes, April 23rd, 2025, Regular Meeting**

NEW BUSINESS

2. **Election of Officers**

In accordance with the bylaws of the Planning Commission, officers are to be elected annually by a majority vote of the Commission. The positions of Chairman and Vice Chairman are currently up for election. These officers will serve for a one-year term, or until successors are elected, and are responsible for presiding over meetings and assisting in the coordination of Commission business.

3. **Case 2025-DEV-005- Towne Centre Final Plat**

The City is requesting the approval of a Final Plat for the Lansing Towne Centre 3rd Replat subdivision, which will enable the development of a Junior Box retail development. The City is partnering with a developer to create a 5-tenant shopping center with 3 additional pad sites. The developer has submitted a site plan to run concurrently with this application. The developer has proposed vacating Centre Drive's Right of Way (ROW) between W Mary Street and Kay Street to enable this development. The plat contains dedication of access easements for internal circulation and continued connection to both 301 Centre Drive and Parcel 106-24-0-40-07-001.02.

4. **Case 2025-DEV-006- Towne Centre Retail Site Plan**

The Applicant proposes to construct four commercial retail buildings to build out the northern end of the Lansing Towne Centre development. The tenant space will range from 1,000 square feet (sf) to 25,042 sf. Currently the plans include a minimum of 8 tenants with more available with the pad site on Lot 7 (NE corner).

This proposal will fill the Northern portion of Lansing Towne Centre which has sat vacant since 2008. No buildings currently exist on the property. The plan includes the site work, landscaping, parking lot improvements, building construction and other appurtenances to the project. Approval of this Site Plan would authorize staff to issue a building permit for the project upon completion of review for compliance with building codes, subject to any conditions added during the approval process at the Planning Commission meeting. The developer has indicated the coffee usage on Lot 8 will not be built out with that tenant in mind, but will be another retail/office use. Any change to this site plan may necessitate a further site plan review as either an administrative or Planning Commission procedure. Building elevations are included in the site plan.

The timeline of the project, should this application be approved, is to proceed to construction as quickly as possible after approval of the final plat by the City Council.

NOTICES AND COMMUNICATIONS

REPORTS - Commission and Staff Members

- Commission Members
- Director, Community & Economic Development
- Director, Public Works / City Engineer
- Director, Wastewater Utility
- Building Inspector, Community & Economic Development

ADJOURNMENT

For information on how to view prior meetings, please visit our website at <https://www.lansingks.org>. If you require any special assistance, please notify the Community and Economic Development Director prior to the meeting.