

Site Plan Case 2025-DEV-007
Towne Centre Retail Site Plan
Mary Street and Centre Drive

Project Facts

Applicant

Todd Minnis
Driven Assets, LLC

Owner

City of Lansing

Address

00000 Centre Drive

Property ID

106-24-0-40-08-007.00
106-24-0-40-07-001.03

Zoning

B-3 Regional Business District &
PUD

Future Land Use

Commercial

Land

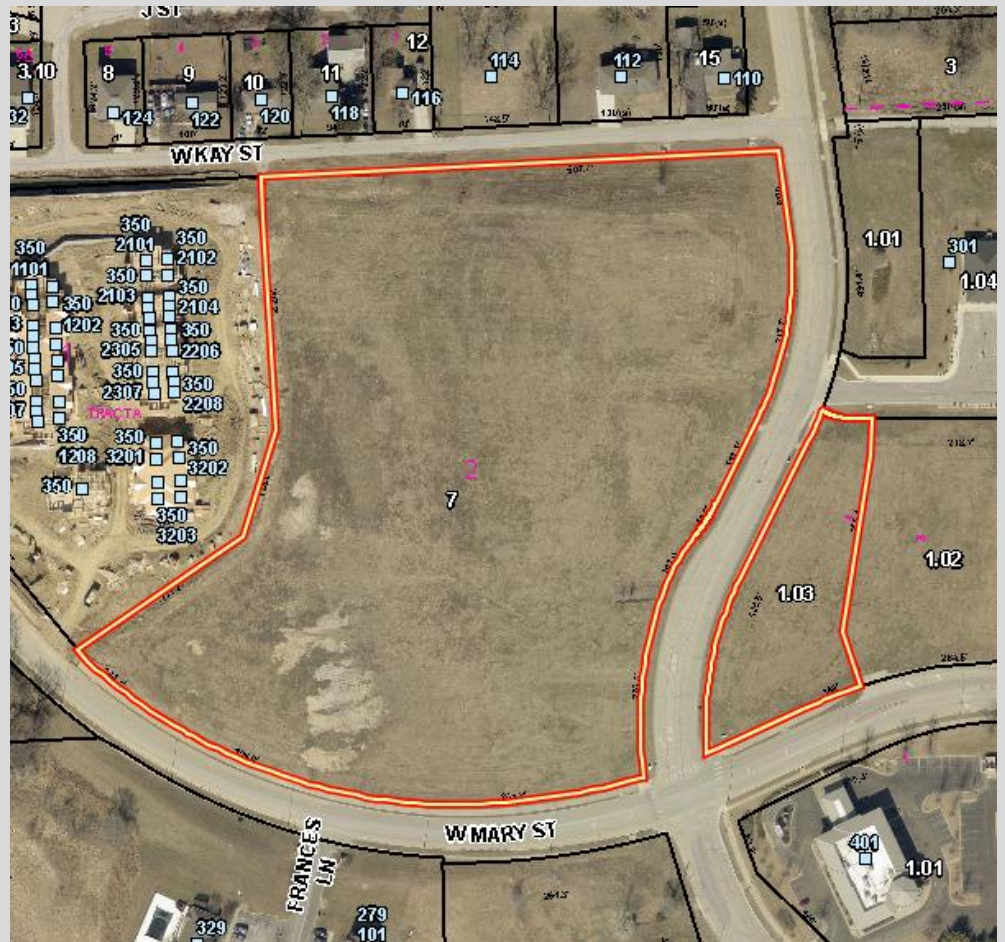
12.124 acres

Building

Existing: None
Proposed: Retail

Requested Approvals

Site Plan



Project Summary

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.

Open Items

Site Plan Application items

Community & Economic Development

The Community & Economic Development Director has reviewed the site plan for conformance with the site plan requirements as outlined in the Unified Development Ordinance (UDO), as well as the Site Plan Application, and found the following items of concern:

The Director reviewed this site plan application for the following:

1. In general, any site plan in compliance with all requirements of this code shall be approved.
 - a. **Article 4 Zoning Districts & Use Standards**
 - i. *The site plan is in compliance with standards found in **Table 4-1 General Development Standards** and uses outlined in **Table 4-2 Table of Uses**.*
 - b. **Article 5.03 Commercial Design Standards**
 - i. The plan does not meet **5.03 C.c.i** which requires primary buildings to be oriented to a public street. This requirement is to create a relationship between the nearest public roadway and the development. However, the main buildings on the site plan are oriented toward Main Street/Kansas Highway 7.
 - c. **Article 6 Site & Landscape Standards**
 - i. **6.02 Open Space Design**
 1. *The Final Plat was approved with no additional open space provided.*
 - ii. **6.03 Landscape Design**
 1. *Not in compliance. See attached comments on the Landscape Plan (Page L01) in packet.*
 - iii. **6.04 Buffers & Screening**
 1. *Not in compliance. Buffer needed on West side of property. See additional comments on the Landscape Plan (Page L01) in packet.*
 - d. **Article 7 Access & Parking Standards**
 - i. **7.02 Access & Circulation**
 1. ***7.02 B.2** requires internal access streets to mimic public street crossing. Currently the internal access street does not meet requirements.*
 - ii. **7.03 Parking**
 1. ***7.03 B Maximum Parking** requires documentation that supports actual parking demand. The developer has included documentation from leases with retailers requiring a minimum of 4 parking spaces per 1000 sf. Regulations currently suggest 2.5 spaces per 1000 sf.*
 2. ***7.03 B Maximum Parking** requires developer to mitigate potential impacts of more parking through four strategies. Developer has currently not met this requirement.*
 3. ***7.03 E Bicycle Parking** – Not met. Developer needs to provide bicycle parking counts.*
2. In making a determination of compliance, or for site plans accompanying any discretionary review or administrative relief, the review body shall consider whether:
 - The site is capable of accommodating the buildings, proposed use, access and other site design elements required by the code and will not negatively impact the function and design of rights-of-way or adjacent property.

- *The site appears to be capable of accommodating the proposed development based on the Unified Development Code. An official review of building feasibility regarding drainage and grading plans will be conducted by the Public Works Department during the review of construction documents.*
- The design and arrangement of buildings and open spaces is consistent with good planning, landscape design and site engineering principles and practices.
 - *Proposed site arrangement and landscape design is adequate for the site and context.*
- The architecture and building design use quality materials and the style is appropriate for the context considering the proportion, massing, and scale of different elements of the building.
 - *The proposed architectural style and building materials appear to be appropriate for the site.*
- The overall design is compatible to the context considering the location and relationships of other buildings, open spaces, natural features, or site design elements.
 - *The proposed design appears to be appropriate for the location, close to the intersection of Main Street and Mary Street..*
- Whether any additional site-specific conditions are necessary to meet the intent and design objectives of any of the applicable development standards.
 - *Developer needs to address comments from City regarding fire hydrants, parking, grading permits, etc, as seen on review documents in the plans.*
- 3. The application meets the criteria for all other reviews needed to build the project as proposed.
 - *Official review is underway by other appropriate City Departments, including Public Works and Wastewater. Fulfillment of all criteria as outlined in the UDO and/or granted through this application will be required before a building permit can be issued for this project.*
- 4. The recommendations of professional staff.
 - *Staff recommends conditional approval of this site development plan.*

Public Works

The Public Works Director / City Engineer has reviewed the site plan for conformance with City requirements and found items of discussion as shown on the attached review copy of Site Plan.

Wastewater Department

The Wastewater Director has reviewed the site plan for conformance with City requirements and found no items of concern.

Fire Department

The Fire Chief has reviewed the site plan for conformance with City requirements and found items of discussion as shown on the attached review copy of Site Plan.

Acknowledgments

The following City of Lansing staff members reviewed this project and provided information for this report:

- Michael W. Spickelmier, PE, Public Works Director
- Anthony R. Zell, JR, MBA, Wastewater Director
- Joe Gates, Fire Chief, Fire Department
- Joshua Gentzler, Director, Community & Economic Development

Notice of City Codes

The Applicant is subject to all applicable City codes within the Municipal Code – whether specifically stated in this report or not – including, but not limited to, Zoning, Buildings and Construction, Subdivisions, and Sign Code. The Applicant is also subject to all applicable Federal, State, and local laws.

Recommendation

Staff recommends conditional approval of Case 2025-DEV-006, Site Plan for Lansing Towne Centre Retail dependent on submittal of revised site plans that address Staff comments.

Proposed conditions:

- 1) The Site Plan shall be revised to include an additional fire hydrant in front of main buildings.
- 2) The Site Plan shall be revised to meet the requirements of **UDO 7.02 B Internal Access Streets**.
- 3) The Site Plan shall be revised to meet the requirements of **UDO 7.03 B Maximum Parking**.
- 4) The Site Plan shall be revised to meet the requirements of **UDO 7.03 E Bicycle parking**.
- 5) The Site Plan shall be revised to reflect sewer abandonment listed on City Review (page C07).
- 6) Developer shall be responsible for obtaining NOI from KDHE and prior to any construction beginning on site.
- 7) The Site Plan shall be revised to meet the requirements of **UDO Article 6 Site & Landscape Standards**.

Action Options

“I move to _____.”

1. Approve Case No. 2025-DEV-006; or
2. Approve Case No. 2025-DEV-006 with Conditions as outlined in the Staff Report; or
3. Approve Case No. 2025-DEV-006 with Conditions as outlined in the Staff Report and with amendments; or
4. Deny Case No. 2025-DEV-006 for specified reasons; or
5. Table the case to another date, time and place.

Attachments

1. Application
2. 2025.05.16 Site Plan with City Review Comments
 - a. Development Plan
 - b. Landscape Plan
3. 2025.05.15 Submitted Site Plan