To: George Lahanas
Subject: Consideration of a lot split application from Kathleen S. Edsall for the property at 920 Narcissus Drive to split the lot into two lots.
Meeting: Regular Council - 11 Mar 2020
Department: Planning, Building, and Development
Staff Contact: David Haywood, Planning and Zoning Administrator

BACKGROUND INFORMATION:
At their February 26, 2020 meeting, the East Lansing Planning Commission took action on a lot split application from Kathleen S. Edsall for the property at 920 Narcissus Drive to split the lot into two lots. The subject property is zoned R-2, Medium Density Single-Family Residential District.

With seven (7) members present, the Commission voted unanimously to recommend the City Council approve the application, subject to the three (3) conditions listed in the Planning Commission referral letter of February 28, 2020.

Please note that although the Planning Commission recommends approval, the proposed lot split does not meet the required lot depth of 120 feet as required in Section 40-105 of the Code. Section 40-101(c) of the Code authorizes the City Council to grant waivers to lot standards. Should Council take action on the request as proposed, it would be necessary to include a waiver to the minimum lot depth requirement in its motion.

ATTACHMENTS:
Referral Letter
Staff Report
Tax Certification
Application
300' Map and Owner List
Revised Survey
Minutes
February 28, 2020

The Honorable Ruth Beier
East Lansing City Council
410 Abbot Road
East Lansing, MI 48823

Dear Mayor Beier and Council Members:

At its February 26, 2020 meeting, with seven (7) members present, the East Lansing Planning Commission took action on the following:

**A lot split application from Kathleen S. Edsall for the property at 920 Narcissus Drive to split the lot into two lots.**

Given that the proposal meets all applicable ordinance requirements, assuming the Council grants a waiver to the minimum lot depth of 120 feet and provided the conditions of approval listed herein are met, the Planning Commission voted unanimously to recommend approval of the lot split, subject to the following conditions:

1. That certified survey(s) are prepared and recorded with the Ingham County Register of Deeds.
2. That before any grading or construction permit is issued for the new lot; the applicant (owner) shall obtain the necessary permits from the City Engineer.
3. The vacant lot shall be developed in accordance with all applicable Code requirements.

Copies of the staff report, minutes, and other pertinent documents constituting the record of the proceedings of the Planning Commission on the request are attached for your review.

Thank you for your consideration of this recommendation.

Sincerely,

Daniel Bollman, Chairperson
East Lansing Planning Commission

Attachments
SUBJECT

An application from Kathleen Edsall to split the existing residential lot at 920 Narcissus Drive into two single-family lots. The existing lot is located on the corner of Narcissus Drive and Daisy Lane.

EXISTING CONDITIONS

The existing residential lot is zoned in the R-2 zoning district, as are the surrounding properties. The property is also located in a R-O-3 rental overlay. The existing lot faces Narcissus Drive and is 73 feet wide and 132 feet deep. There is currently one single-family house and garage located on the lot.

PROPOSED DEVELOPMENT

The applicant is proposing to split the lot into two nearly identical lots in order to construct a second residential structure on the vacant portion of the land. The proposed lot that currently contains a residential structure will be 67.79 feet wide by 73.71 feet deep. The proposed lot, which will be vacant land, is proposed to be 67.97 feet wide and 73.56 feet deep.

STAFF REVIEW

Under the requirements of the Subdivision Regulations, lot splits which increase the number of buildable lots must be reviewed by the Planning Commission and approved by the City Council. The standards of review for lot splits are specified in Section 40-106 of Chapter 40 of the City Code, which reads in part:

“The Commission shall recommend approval of the application if the lot splitting is consistent with the East Lansing Zoning Code, the East Lansing Subdivision Regulations, the Michigan Subdivision Control Act of 1967, and the City’s Comprehensive Plan, and if it is reasonably compatible with the surrounding neighborhood in terms of preserving population density patterns, traffic safety, privacy, open space and property values.”

These standards are reviewed and discussed on the following pages.
1. **Zoning Code Compliance**

As shown on the following table, both proposed lots would comply with the lot area requirements of the R-2 zoning district.

**Existing Lot:**

- 9,713 sf.
- 73.71 ft. frontage
- 132 ft. lot depth

**Proposed Lots***:

<table>
<thead>
<tr>
<th>R-2 Standards</th>
<th>Parcel (C) - Existing Structure</th>
<th>Parcel (B) - Vacant</th>
</tr>
</thead>
<tbody>
<tr>
<td>Min. Lot Area</td>
<td>5,000 sq. ft.</td>
<td>5,002 sq. ft.</td>
</tr>
<tr>
<td>Min. Lot Width</td>
<td>60 ft.</td>
<td>67.97 ft.</td>
</tr>
</tbody>
</table>

* figures above are approximated and exclude existing street right-of-way  
** the numbers above include the 3.45-foot by 73.56-foot area taken from Parcel A

The R-2 District primarily permits single-family housing and associated accessory structures. It requires a front and rear yard setback of 20 feet and side yard setbacks that equal 15 feet, with a five-foot minimum. The setback for accessory structures is three feet from the property lines and 6 feet from the principal building. According to the revised surveys provided to us the proposed lot would meet the setback requirements.

The R-2 District also has a building coverage ratio of 25% and a ground coverage ratio of 40%. Accounting for the newly adjusted lot lines Parcel C, with the existing structure, the total building coverage of the lot is 23.5% and the total ground coverage is 38.7%.

Because the new proposal shows an adjusted boundary for Parcel B, which includes 3.45 feet by 73.56 feet of Parcel A, there will no longer be a need for a variance. The adjusted lot lines make Parcel B and Parcel C in conformance with the R-2 standards.

2. **Land Division Compliance**

There are two principal design standards within the Subdivision Regulations that affect individual lot dimensions – a minimum lot depth requirement of 120 feet and a maximum depth-to-width ratio of 2.5 to 1. The proposed lots meet the required depth-to-width ratio; however, they would not meet the minimum lot depth requirement of 120 feet.

The Subdivision Regulations allow the City Council to grant exceptions to these standards in specific cases where it is deemed that hardship, unusual topographic conditions, or other unique conditions justify such exceptions.

3. **State Subdivision Control Act Compliance**
The State Act basically describes when subdivisions are required and the procedures by which they are accomplished and recorded. The State Act also authorizes local communities to set rules regarding subdivision approval, including rules governing lot splits.

4. Comprehensive Plan Compliance

The Comprehensive Plan indicates that the future land use for this property is Residential 1, which is the most analogous to the R-1 and RA zoning districts.

5. Neighborhood Compatibility

The following chart shows the lot width, lot depth, and size of nearby lots to see how this lot split would compare:

<table>
<thead>
<tr>
<th>Address</th>
<th>Lot Width</th>
<th>Lot Depth</th>
<th>Size</th>
</tr>
</thead>
<tbody>
<tr>
<td>Proposed lot B</td>
<td>67.97 feet</td>
<td>73.56 feet</td>
<td>5,002 sq. ft.</td>
</tr>
<tr>
<td>Proposed lot C</td>
<td>67.79 feet</td>
<td>73.71 feet</td>
<td>5,005 sq. ft.</td>
</tr>
<tr>
<td>915 Lilac</td>
<td>56.8 feet</td>
<td>99 feet</td>
<td>5,623 sq. ft.</td>
</tr>
<tr>
<td>931 Lilac</td>
<td>85 feet</td>
<td>99 feet</td>
<td>8,415 sq. ft.</td>
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<tr>
<td>941 Lilac</td>
<td>79.8 feet</td>
<td>99 feet</td>
<td>7,900 sq. ft.</td>
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<tr>
<td>955 Lilac</td>
<td>82.5 feet</td>
<td>99 feet</td>
<td>8,167 sq. ft.</td>
</tr>
<tr>
<td>963 Lilac</td>
<td>99 feet</td>
<td>82.5 feet</td>
<td>8,232 sq. ft.</td>
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<tr>
<td>1013 Lilac</td>
<td>72 feet</td>
<td>82.5 feet</td>
<td>6,621 sq. ft.</td>
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<td>1021 Lilac</td>
<td>60 feet</td>
<td>82.5 feet</td>
<td>5,532 sq. ft.</td>
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<td>1029 Lilac</td>
<td>83 feet</td>
<td>132 feet</td>
<td>10,956 sq. ft.</td>
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<td>1051 Lilac</td>
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<td>5,445 sq. ft.</td>
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<td>1053 Lilac</td>
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<td>5,445 sq. ft.</td>
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<tr>
<td>954 Daisy</td>
<td>66 feet</td>
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<td>5,445 sq. ft.</td>
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<td>955 Daisy</td>
<td>60 feet</td>
<td>126.8 feet</td>
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<td>963 Daisy</td>
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<td>126.9 feet</td>
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</tr>
<tr>
<td>968 Daisy</td>
<td>132 feet</td>
<td>82.5 feet</td>
<td>10,977 sq. ft.</td>
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<td>971 Daisy</td>
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<td>1026 Daisy</td>
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<td>82.5 feet</td>
<td>10,977 sq. ft.</td>
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<tr>
<td>1029 Daisy</td>
<td>85 feet</td>
<td>118 feet</td>
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<td>1031 Daisy</td>
<td>75 feet</td>
<td>140.7 feet</td>
<td>10,552 sq. ft.</td>
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The lot width, depth, and size were pulled from the City's BS & A Software. The lot width of both of the proposed lots generally fits within the range seen on surrounding properties. However, the lot depth for the proposed lots would be less than all surrounding properties. These properties would also be the smallest around this intersection in terms of lot size.
The lot is located within the boundaries of the Red Cedar Community Association, in the Flower Pot Neighborhood. The neighborhood is primarily comprised of owner-occupied residences, as it is covered by the R-O-3 rental overlay.

SUMMARY COMMENTS

The updated site plan accounts for removing a 3.5 ft. by 73.56 ft. strip of land in Parcel A (1026 Daisy), which is also owned by the applicant, and adding it to the lot being split. The additional movement from this lot removes the need for any potential variances, with the exception of the waiver for lot depth, ensuring that both new lots would meet the required lot size for the R-2 district and the building/ground coverage for the lot with the existing single-family structure would comply.

Staff has provided the following draft motion for the Planning Commission’s review: In the matter of the request of Kathleen Edsall for a lot split application to split the property at 920 Narcissus into two smaller lots, motion to recommend approval to the City Council for the proposed lot split, creating a new parcel along Daisy Lane, subject to the following conditions...

1. That certified survey(s) are prepared and recorded with the Ingham County Register of Deeds.

2. That before any grading or construction permit is issued for the new lot; the applicant (owner) shall obtain the necessary permits from the City Engineer.

3. The vacant lot shall be developed in accordance with all applicable Code requirements.
ERIC A. SCHERTZING
Ingham County Treasurer
www.ingham.org
eschertzing@ingham.org

Alan Fox
Chief Deputy Treasurer

Ingham County Courthouse
P.O. Box 215
Mason, MI 48854-0215
(517) 676-7220

Veterans Memorial Courthouse
313 W. Kalamazoo Street
Lansing, MI 48933
(517) 483-6515

INGHAM COUNTY TREASURER’S CERTIFICATE FOR DIVISION OF PARCEL

I HEREBY CERTIFY that there are no TAX LIENS or TITLES held by the state or any individual against
the parcel(s) listed below, and all TAXES on same are paid for five years previous to the date of this
instrument as appears by the records of this office except as stated.

PARCEL(S) CERTIFIED:
33-20-01-24-107-012

On behalf of the Treasurer

Date

11/1/2019

Eric Schertzing, Ingham County Treasurer
Section 109(1)(i) of Act 288 of 1967, as amended
CITY OF EAST LANSING
LOT SPLIT APPLICATION

PROPERTY ADDRESS(ES) 920 Narcissus E. Lansing

PARCEL ID. NO(S). 33-20-01-24-107-012

PROPERTY OWNER: Kathleen S. Edsall and Alice M. Parr
Mailing Address: 1026 Daisy Lane E. Lansing

Phone Numbers: Office: ____________ Cell: 517-214-0552 Fax: ____________
E-mail Address: Kathedsall@yahoo.com

PROPERTY OWNER: Alice M. Parr
Mailing Address: 1026 Daisy Lane E. Lansing

Phone Numbers: Office: ____________ Cell: 517-410-3350 Fax: ____________
E-mail Address: Alice.parr 56 @ gmail.com

APPLICANT: (If not property owner)
Mailing Address: ____________

Phone Numbers: Office: ____________ Cell: ____________ Fax: ____________

LEGAL STANDING: (If non-owner applicant)

Note: The property owner(s) and the applicant, as identified above, will be mailed copies of meeting agendas, staff reports and other official communications related to this application. If others are involved and should also receive these materials, please provide their name and mailing address.

PROPOSED ACTION(S): split lot into two lots

I (we) hereby grant permission for members of the East Lansing City Council, its Planning Commission, its staff and its consultants the right to enter onto the property described in this application in my (our) absence for the purpose of gathering information, including but not limited to the taking and use of photographs.

Please check one: X Yes □ No

By the signature(s) below, I (we) certify that the information provided in this application, including the accompanying plans and other documentation is, to the best or my (our) knowledge, true and accurate.

Owner (mandatory) ____________ Date 9/20/19 Applicant ____________ Date

SUBMIT TO: Department of Planning, Building, and Development
East Lansing City Hall, Room 217, 410 Abbot Road, East Lansing, MI 48823
Phone: (517) 319-6941 Fax: 337-1607, E-mail: dschmitt@cityofeastlansing.com
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Property Number: 33-20-01-24-107-012  Property Address: 920 NARCISSUS DR
CITY OF EAST LANSING  EAST LANSING
DESCRIPTION OF PROPERTY:
LOT 53 EXC N 9 FT LILAC LAWN FARM NO 1

10/29/12 AJH GREGROY BEBERMEYER IN OFFICE, GAVE STMT, WILL BE IN LANS OFFICE TO PAY BY ECM
4-20-17 LCA WARRANTY DEED TC'D

History Fees: 0.00  Fees Due As Of: 10/23/19
PRE Denial Amt: 0.00
Send To: EDSALL KATHLEEN & PARR ALICE
1026 DAISY LN
EAST LANSING, MI 48823
CERTIFIED SURVEY MAP

LEGAL DESCRIPTIONS:

Document No. 2017-016299 Tax Parcel No. 33-20-01-24-107-012: Lot 53, except the North 9 feet of Lilac Lawn Farm No. 1, City of East Lansing, Ingham County, Michigan, as recorded in Libor 10 of Plats, Page 44, said Ingham County Records.


Certified Survey For: Kathleen Edsall
Property Address: 920 Narcissus Drive, East Lansing, MI 48823

Scale: 1" = 50' Date: 02.07.20 By: KJS Job No: 19-85

I hereby certify the following: this survey was performed and map prepared by me, or under my direct supervision; the relative positional precision of the corners identified for this survey and shown on the map are within the limits accepted by the practice of professional surveying; the requirements of Act No. 132, Public Acts of 1970, MCL 54.213 have been complied with.
LEGAL DESCRIPTIONS:

PARCEL A: Part of Lot 52 of Lilac Lawn Farm No. 1, a subdivision of part of the Northwest 1/4 of Section 24, T.4N., R.2W., City of East Lansing, Ingham County, Michigan, as recorded in Liber 10 of Plats, Page 44, Ingham County Records, described as BEGINNING at the Southwest corner of said Lot 52; thence N.00° 25’25”E., along the West line of said Lot, 82.43 feet; thence S.89°40’57”E., along the North line of said lot, 141.89 feet to the Northeast corner of said Lot; thence S.00°08’19”W., along the East line of said lot, 9.00 feet; thence N.89°41’34”W., 3.45 feet; thence S.00°08’14”W., 73.56 feet; thence N.89°37’40”W., along the South line of said Lot and North line of Daisy Lane (40 feet wide right-of-way) 128.85 feet to the point of beginning, containing 0.244 acre, subject to and together with the rights of ingress, egress and public utilities in any easements and restrictions of use or record.

PARCEL B: Part of Lots 52 and 53 of Lilac Lawn Farm No. 1, a subdivision of part of the Northwest 1/4 of Section 24, T.4N., R.2W., City of East Lansing, Ingham County, Michigan, as recorded in Liber 10 of Plats, Page 44, Ingham County Records, described as BEGINNING at the Southwest corner of said Lot 53; thence N.89°37’40”W., along the South line of said Lot 53 and North line of Daisy Lane (40 feet wide right-of-way) 3.45 feet; thence N.00°08’14”E., 73.56 feet; thence S.89°41’34”E., 67.97 feet; thence S.00°08’14”W., 73.83 feet; thence N.89°37’40”W., along the South line of said Lot 53 and North line of said Daisy Lane, 64.52 feet to the point of beginning, containing 002 square feet, subject to and together with the rights of ingress, egress and public utilities in any easements and restrictions of use or record.

Certified Survey For: Kathleen Edsall
Property Address: 920 Narcissus Drive, East Lansing, MI 48823

Scale: 1’’ = 50’’ Date: 02.07.20 By: KJS Job No: 19-85

I hereby certify the following: this survey was performed and map prepared by me, or under my direct supervision; the relative positional precision of the corners identified for this survey and shown on the map are within the limits accepted by the practice of professional surveying; the requirements of Act No. 132, Public Acts of 1970, MCL 54.213 have been complied with.

Keyno J. Shellenbarger, Ph.D.P.E.,P.S.
P.S. No. 30101

DRAFT COPY
02.07.20

SHELLENBARGER ENGINEERING AND SURVEYING, P.C.
5910 N. Hagadorn Road
East Lansing, Michigan 48823

Page 16 of 20
CERTIFIED SURVEY MAP

LEGAL DESCRIPTIONS:

PARCEL C: Part of Lot 53 of Lilac Lawn Farm No. 1, a subdivision of part of the Northwest 1/4 of Section 24, T.4N, R.2W., City of East Lansing, Ingham County, Michigan, as recorded in Liber 10 of Plats, Page 44, Ingham County Records, described as BEGINNING at the Southeast corner of said Lot 53; thence N.89°37'40"W., along the South line of said lot and North line of Daisy Lane (40 feet wide right-of-way) 67.79 feet; thence N.00°08'14"E., 73.63 feet; thence S.89°34'14"E., 66.09 feet; thence S.00°22'13"E., along the East line of said lot and West line of Narcissus Drive (50 feet wide right-of-way), 73.71 feet to the point of beginning, containing 5005 square feet, subject to and together with the rights of ingress, egress and public utilities in any easements and restrictions of use or record.

Certified Survey For: Kathleen Edsall
Property Address: 920 Narcissus Drive, East Lansing, MI 48823

Scale: 1" = 50'  Date: 02.07.20  By: KJS  Job No: 19-85

I hereby certify the following: this survey was performed and map prepared by me, or under my direct supervision; the relative positional precision of the corners identified for this survey and shown on the map are within the limits accepted by the practice of professional surveying; the requirements of Act No. 132, Public Acts of 1970, MCL 54.213 have been complied with.

Keyno J. Shellenbarger, Ph.D., P.E., P.S.
P.S. No. 30101

DRAFT COPY
02.07.20

SHELBENBARGER ENGINEERING AND SURVEYING, P.C.
517-337-8270
5910 N. Hagadorn Road
East Lansing, Michigan 48823
MINUTES [Excerpt]

January 8, 2020
54-B District Court, Courtroom #2
101 Linden Street

Present: Bollman, Boyle, Sullivan, Watson, Williams, and Wolf
Absent: Cahill, Downes, and Kusler
Staff Members: Haywood and Schmitt

6) PUBLIC HEARINGS

D) A public hearing will be held to consider a lot split application from Kathleen S. Edsall for the property at 920 Narcissus Drive to split the lot into two lots.

Haywood highlighted lot split application for property at 920 Narcissus Drive as outlined in January 3, 2020 staff report. He commented regarding current house and garage, and width and depth of resulting lots.

Boyle asked regarding comparison to lot sizes in other neighborhoods in the City of East Lansing. Haywood said he will research that comparison.

Haywood answered questions regarding designation of front of lot and address.

Kathleen Edsall, 920 Narcissus Drive, applicant, spoke regarding lot split application, rationale, lot measurements, and end-goal of lot split.

Haywood said staff will talk with applicant to discuss options to determine best ways to accomplish goals of both applicant and City.

Bollman opened the public hearing.

Seeing no one come forward, Bollman closed the public hearing.

Bollman said this item will return to Planning Commission at a later date.
MINUTES [Excerpt]

February 26, 2020
54-B District Court, Courtroom #2
101 Linden Street

Present: Bollman, Boyle, Cahill, Downes, Kusler, Sullivan, Watson, and Wolf

Absent: Williams

Staff Members: Haywood, Parcell, and Schmitt

** Downes left the meeting at 8:36 p.m.

7) OLD BUSINESS

A) A lot split application from Kathleen S. Edsall for the property at 920 Narcissus Drive to split the lot into two lots.

Haywood highlighted changes and updates applicant has made to lot split request since previous review which now eliminates need for variances, as outlined in February 21, 2020 staff report.

Commissioners asked questions/discussed:

- lot depth calculations
- orientation of lot

Kathleen Edsall, applicant, described lot line changes made within new survey.

Motion: Boyle moved to recommend approval to City Council the request of Kathleen Edsall for a lot split application to split the property at 920 Narcissus into two smaller lots, creating a new parcel along Daisy Lane, subject to three conditions of approval in February 21, 2020 staff report. Motion was seconded by Wolf.

1. That certified survey(s) are prepared and recorded with the Ingham County Register of Deeds.

2. That before any grading or construction permit is issued for the new lot; the applicant (owner) shall obtain the necessary permits from the City Engineer.
3. The vacant lot shall be developed in accordance with all applicable Code requirements.

Watson said for purposes of transparency she is friends with the applicant.

Boyle thanked staff and the applicant for working out the issues within the application.

Wolf said it was excellent to find a solution to avoid need for variances.

**Vote:** All yeas. Motion passed unanimously.