



Zoning Board of Appeals Agenda
November 9, 2022

I. Call to Order 5:30pm

- A. Pledge of Allegiance
- B. Roll Call

II. Consent Items/Communications

- A. Approval of agenda - **Action**
- B. Approval of September 14, 2022 minutes – **Action**

III. Public Comment – agenda items

IV. New Business

- A. Appeal filed by Meijer, Inc., owner of the property located at 3600 W Carleton Rd, Hillsdale, Michigan. The proposed request is to appeal the decision of the City Planning Commission on September 21, 2022.
 - a. Public Questions and Comments: each citizen is to be given no more than 5 minutes unless the Board feels further time is required.
 - b. Finding of Facts
 - c. Vote

V. Public Comment – other items

VI. Adjournment



Zoning Board of Appeals
97 North Broad Street
Hillsdale, Michigan 49242-1695
(517) 437-6440 Fax: (517) 437-6448

ZONING BOARD of APPEALS

CITY HALL, 97 N. BROAD ST. 3rd FLOOR, COUNCIL CHAMBERS

September 14, 2022 at 5:30 PM

I. Call to Order 5:30 pm

- A. Pledge of Allegiance
- B. Members present: Richard Smith, Penny Swan, Daniel LaRue, Tammie Henderson
- C. Others present: Alan Beeker (Zoning Administrator), Jack McLain
- D. Members absent: Adam Stockford

II. Consent Items/Communications

- A. Richard Smith moved to amend the agenda by adding second "Public Comment" after "New Business". Penny Swan seconded, motion passed.

III. Public Comment

No Public Comment

IV. New Business

- A. Officer Elections
 - 1. Penny nominated Richard Smith for Chair. Daniel supported. Motion passed.
 - 2. Penny nominated Daniel LaRue for Vice Chair. Tammie supported. Motion passed.
- B. Member Packet Review
 - 1. Alan went through the member packet re: origin, process and responsibility of the ZBA

V. Public Comment

Jack McLain reviewed an issue that was discussed at a previous ZBA meeting involving proof of ownership of petitioners. He brought it up to reinforce the review discussion that stressed asking questions and being willing to table an appeal until questions were satisfactorily answered.

- VI. Adjournment at 6:18 pm** Penny Swan moved to adjourn, Tammie Henderson seconded, motion passed.



CITY OF HILLSDALE

97 NORTH BROAD STREET
HILLSDALE, MICHIGAN 49242-1695
(517) 437-6449

Fee:
\$300.00

Zoning Board of Appeals Petition Form

Applicant Name Meijer, Inc.

Address 2350 Three Mile Road NW, Grand Rapids, MI 49544

Phone () (616) 735-7992

Property Owner Meijer, Inc.

Address 2350 Three Mile Road NW, Grand Rapids, MI 49544

Phone () (616) 735-7992

If the applicant is not the Property Owner, what is the Applicant's interest in the Property (Land Contract, Lease, Option, etc.) Applicant is property owner.

PROPERTY ADDRESS 3800 Carleton Road (M-99), Hillsdale, MI 49242

PARCEL NUMBER 30-06-016-100-020-16-6-3 **Date of Zoning Permit Denial** 9/21/2022

Reason for Denial N/A

Purpose of Request (Specify exactly what is being requested. Attach separate page, as needed)
Variance request, see attached exhibit.

If this is a variance request, please explain the practical difficulty or hardship (Attach separate page, as needed.)
See attached exhibit.

Signature (Property Owner/Representative) *Susan Ausman*

Date 9-21-22



EXHIBIT TO THE ZONING BOARD OF APPEALS APPLICATION
Meijer, City of Hillsdale

Variations Requested:

Variance for building height (Division 16 – Schedule of Regulations – Building Height): The applicant is proposing to implement their prototypical building height of 36.0'. The current building height limitation in the B-3, General Business zoning district is 35.0'. The applicant is requesting a building height variance of 1.0'.

Variance for site signage (Chapter 26 – Signs; Section 26-35 – B-3 Permitted Signs): The applicant is proposing to construct one (1) freestanding pylon sign with a total square footage of 156.1 square feet. The maximum allowable area for a freestanding pylon sign in the B-3 district is 100.0 square feet. The applicant is requesting a freestanding pylon sign area variance of 56.1 square feet.

Criteria for Variance Approval (Section 36-86)

Per the requirements of the City of Hillsdale Zoning Ordinance, the applicant offers the following as evidence that the conditions of approval of the Variations have been met or exceeded:

- (1) That there are exceptional or extraordinary circumstances or conditions applicable to the property involved or to the intended use of the property that do not apply generally to other properties or class of uses in the same district or zone;**

Unique conditions associated with the property and intended use related to the proposed building height include the following:

- The proposed building is a prototypical building design for Meijer which includes a maximum height of 36 feet at the main entrances. This prototypical design is consistent for new Meijer stores throughout the Midwest and is considered an essential characteristic of new stores in keeping with the Meijer "brand."
- The store is located approximately 600 feet from Carleton Road. The additional height is considered important to help maintain appropriate visibility for a retail store and may not otherwise be applicable to other businesses and/or other retail stores located closer to the road.

Unique conditions associated with the property and intended use related to the proposed size of the pylon sign include the following:

- The proposed sign is intended to advertise multiple uses including the Meijer Main Store and the Meijer Gas Station. The Applicant believes that the additional area is justified to provide appropriate signage area for the multiple uses and may not otherwise be applicable to other businesses with singular uses.



(2) That such variance is necessary for the preservation and enjoyment of a substantial property right possessed by other property in zone and vicinity;

With respect to the building height, the Applicant feels that the modest increase in 1-foot in maximum height of the building, as otherwise allowed per the Zoning Ordinance, is necessary to provide appropriate visibility from Carleton Road in comparison to other businesses that are located closer to the road. Please note that the proposed Meijer Store is located approximately 600 feet from Carleton Road. In comparison, other businesses are much closer to Carleton Road, including the Family Farm & Home which is located approximately 350 feet from Carleton Road, and the adjacent Chevy Dealership which is located approximately 175 feet from Carleton Road.

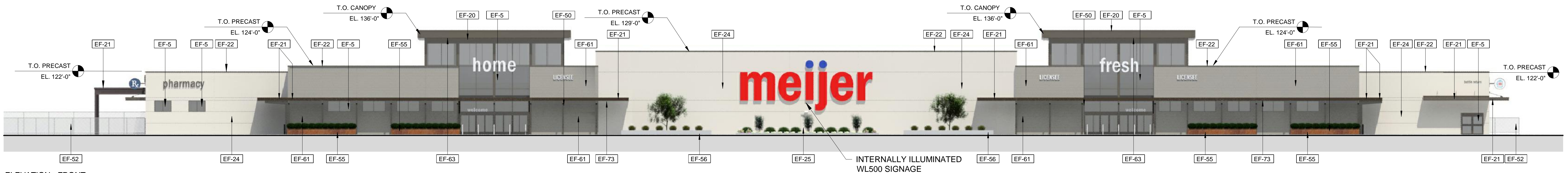
With respect to the size of the pylon sign, please note that the Zoning Ordinance allows for one (1) free standing pylon sign for every 300 feet of road frontage with up to 100 square feet of area. Given that the property has frontage on multiple roads, additional signage beyond the two requested may be available to the Applicant. The Applicant is requesting consideration for a larger sign (with the total of two signs equaling approximately 255 square feet) as opposed to an additional sign of 100 square feet in area (with the total of three potential signs equaling 300 square feet).

(3) That the granting of such variance or modification will not be materially detrimental to the public welfare, or materially injurious to the property or improvements in such zone or district in which the property is located;

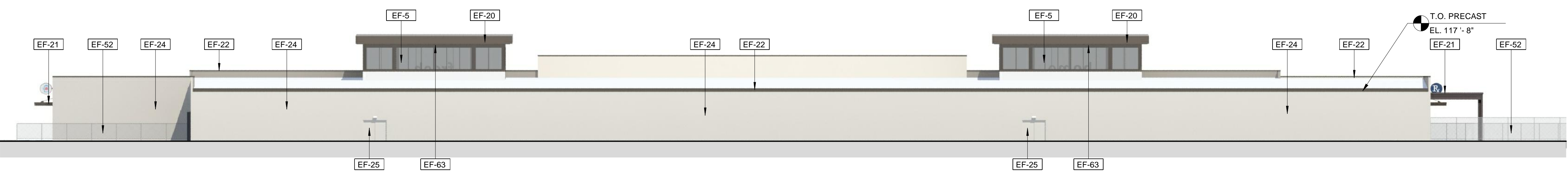
The granting of these variances (1) will **NOT** be detrimental to the public welfare and (2) will **NOT** be injurious to the property or improvements in the zones or district in which this property is located.

(4) That the granting of such variance will not adversely affect the purposes or objectives of the future land use plan of the city.

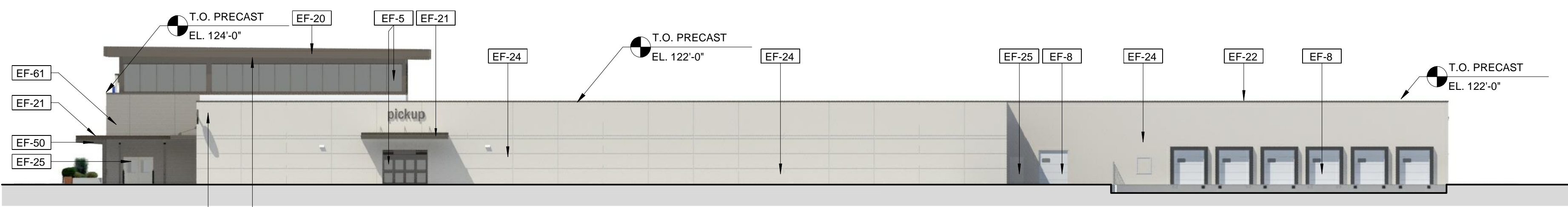
The granting of the requested variances will NOT affect the purposes or objectives of the Future Land Use Plan as the requested variances maintain the objectives of providing a commercial use for the subject property.



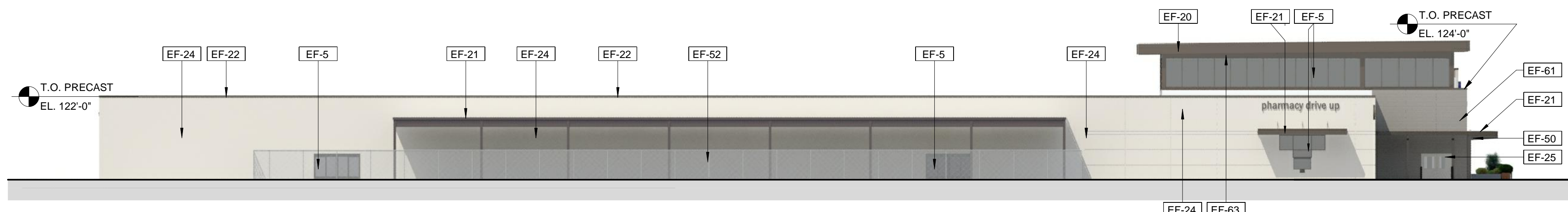
ELEVATION - FRONT



ELEVATION - BACK



ELEVATION - RECEIVING



ELEVATION-GARDEN CENTER

RENDERING FINISH LEGEND			
CODE	FINISH	PRODUCT	COLOR
EF-5	ENTRANCE AND STOREFRONT FRAMES - 1" INSULATED GUARDIAN GLASS - CRYSTAL GRAY SN68	--	DARK BRONZE ANODIZED ALUMINUM
EF-5A	1" INSULATED SPANDREL PANEL WITH CRYSTAL GRAY SN68 AND WARM GRAY SPANDREL PANEL	--	WARM GRAY
EF-8	SECTIONAL OVERHEAD DOORS	--	WHITE
EF-20	CANOPY FASCIA PANEL AND SOFFIT	PAC-CLAD	DARK BRONZE
EF-21	SHEET METAL FLASHING AND TRIM - EDGE FLASHING AT CANOPY	PAC-CLAD	DARK BRONZE
EF-22	SHEET METAL FLASHING AND TRIM - EDGE FLASHING AT PARAPET	PAC-CLAD	DARK BRONZE
EF-24	INSULATED PRECAST CONCRETE WALL W/ EIFS FORMLINER #410	AP	SW 7015 REPOSE GRAY
EF-25	FIELD PAINTED STEEL - HOLLOW METAL DOORS & FRAMES	SHERWIN WILLIAMS	SW 7015 REPOSE GRAY
EF-50	STEEL SUPPORT	--	DARK BRONZE STEEL BEAM
EF-52	GALVANIZED STEEL FENCE	--	--
EF-55	PLANTER	CORTEN	CORTEN STEEL
EF-56	CONCRETE PLANTER	--	CAST IN PLACE CONCRETE PLANTER
EF-61	CONCRETE FORMLINER 2/82 COLORADO	RECKLI	SW 7018 DOVETAIL GRAY
EF-63	VENTED SOFFIT PANEL - UNA CLAD UC-500	FIRESTONE	DARK BRONZE
EF-73	FIELD PAINTED STEEL - METAL DECKING	SHERWIN WILLIAMS	DARK BRONZE

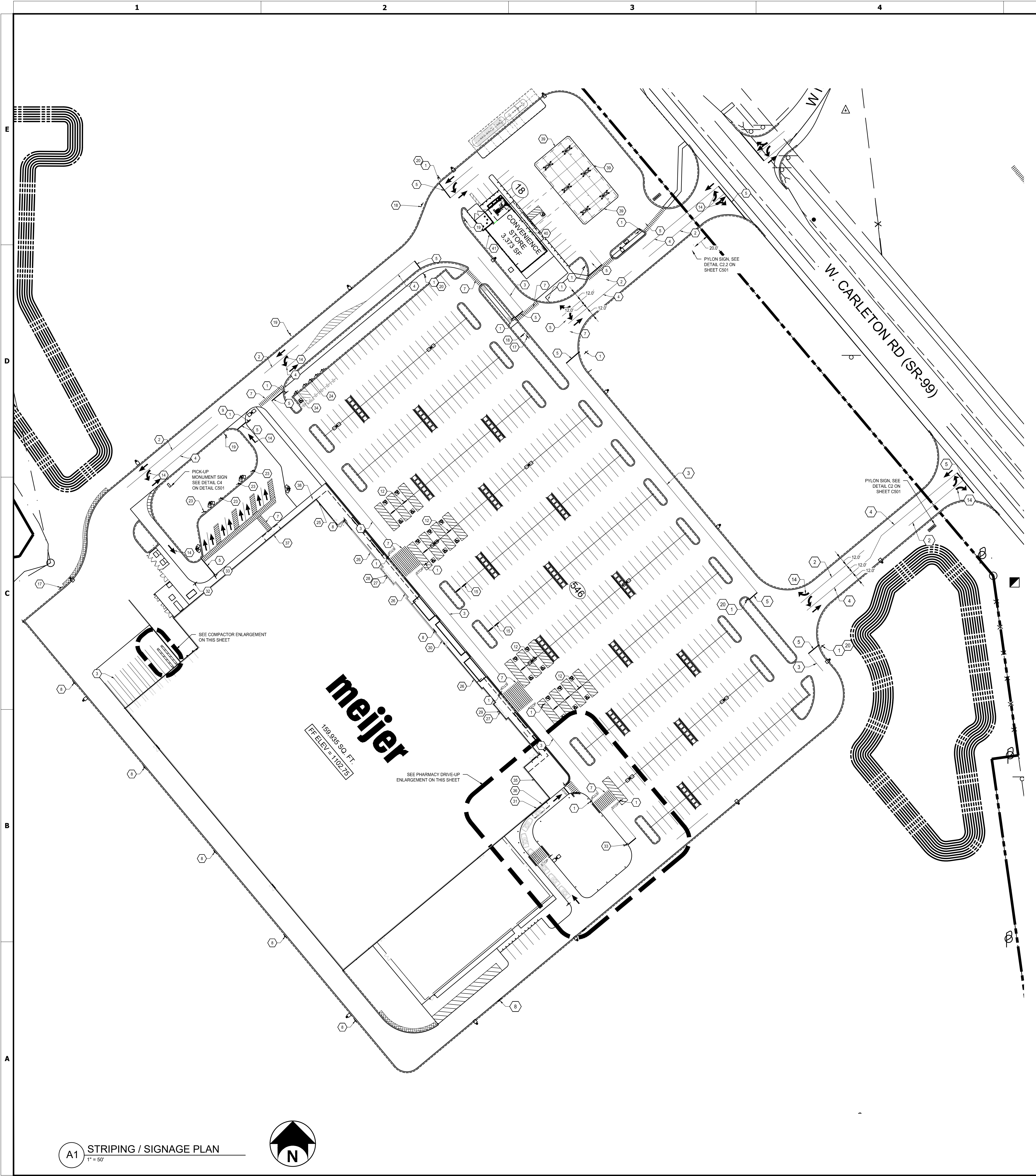


HILLSDALE, MICHIGAN

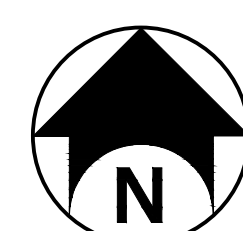
CARLETON ROAD (M-99)
HILLSDALE, MI 49242

THE COLORS SHOWN IN THIS RENDERING ARE CLOSE APPROXIMATIONS. BECAUSE OF INK VARIATIONS AND DIFFERENCES IN PRINTERS, AN EXACT COLOR MATCH CANNOT BE ACHIEVED. THE VIEWER IS ADVISED TO USE THE RENDERING AS A GUIDE FOR THE ARRANGEMENT OF COLORS ON THE BUILDING, AND TO THEN REFER TO THE ACTUAL COLOR OF THE MATERIAL SAMPLES PROVIDED.





A1 STRIPING / SIGNAGE PLAN
1" = 50'



SIGNAGE / STRIPING LEGEND

- ① *STOP* SIGN - SEE DETAIL B1 ON C701
- ② 4" SINGLE SOLID LINE, WHITE
- ③ 4" SINGLE SOLID LINE, YELLOW
- ④ 4" DOUBLE SOLID LINE, YELLOW
- ⑤ 12" STOP LINE, WHITE
- ⑥ NOT USED
- ⑦ CROSSWALK - SEE DETAIL C2 ON C701
- ⑧ "NO PARKING - FIRE LANE" SIGN
- ⑨ "WRONG WAY" SIGN
- ⑩ NOT USED
- ⑪ NOT USED
- ⑫ VAN ACCESSIBLE SIGN. SEE DETAIL B1 ON C701
- ⑬ NOT USED
- ⑭ ARROW DETAIL A5, C701
- ⑮ "QUICK TRIP PARKING" SIGN. SEE DETAIL B1 ON C701
- ⑯ NOT USED
- ⑰ TRUCK ROUTE WITH RIGHT ARROW
- ⑱ TRUCK ROUTE WITH LEFT ARROW
- ⑲ TRUCK ROUTE WITH STRAIGHT ARROW
- ⑳ "CROSS TRAFFIC DOES NOT STOP" SIGN
- ㉑ "NO PARKING" SIGN, MOUNTED TO WALL. ARROWS TO RIGHT AND LEFT
- ㉒ 4" FLOOR MARKING TAPE, YELLOW, SPACED AT 12" ON CENTER, COORDINATE WITH MEIJER Q-SHEETS
- ㉓ "PICKUP PARKING" SIGN WITH NUMERICAL SIGN, NUMBERS ASSIGNED BY MEIJER
- ㉔ "EV" PARKING SIGN
- ㉕ BOTTLE RETURN SIGN A8, SEE SHEET C501
- ㉖ LICENSE SIGN A10, SEE SHEET C501
- ㉗ WELCOME SIGN A9, SEE SHEET C501
- ㉘ FRESH SIGN A3, SEE SHEET C501
- ㉙ HOME SIGN A2, SEE SHEET C501
- ㉚ MEIJER SIGN A1, SEE SHEET C501
- ㉛ PHARMACY DRIVE UP SIGN A6, SEE SHEET C501
- ㉜ DIGITAL MEDIA SIGN
- ㉝ *STOP* SIGN POSTED ON 5/10 BOLLARD - BLACK, SEE DETAIL A1 AND B1 ON C701
- ㉞ "EV" PARKING SIGN WITH VAN ACCESSIBLE SIGN - SEE DETAIL D3 ON SHEET C701
- ㉟ PHARMACY SIGN. SEE DETAIL A4 ON SHEET C501
- ⓪ PHARMACY MEDALLION SIGN. SEE DETAIL A11 ON SHEET C501
- Ⓛ SIDE PICK UP SIGN. SEE DETAIL A5 ON SHEET C501
- Ⓜ MEDALLION PICK UP SIGN. SEE DETAIL A12 ON SHEET C501
- Ⓨ GAS CANOPY SIGN. SEE DETAIL B2 ON SHEET C501
- Ⓩ mEXPRESS SIGN. SEE DETAIL B1 ON SHEET C501
- ⓐ mEXPRESS SIGN. SEE DETAIL B3 ON SHEET C501

NO PARKING AREAS
2" YELLOW STRIPES @ 2' O.C. AT 45° TO PARKING SPACE

PAVEMENT STRIPING NOTES

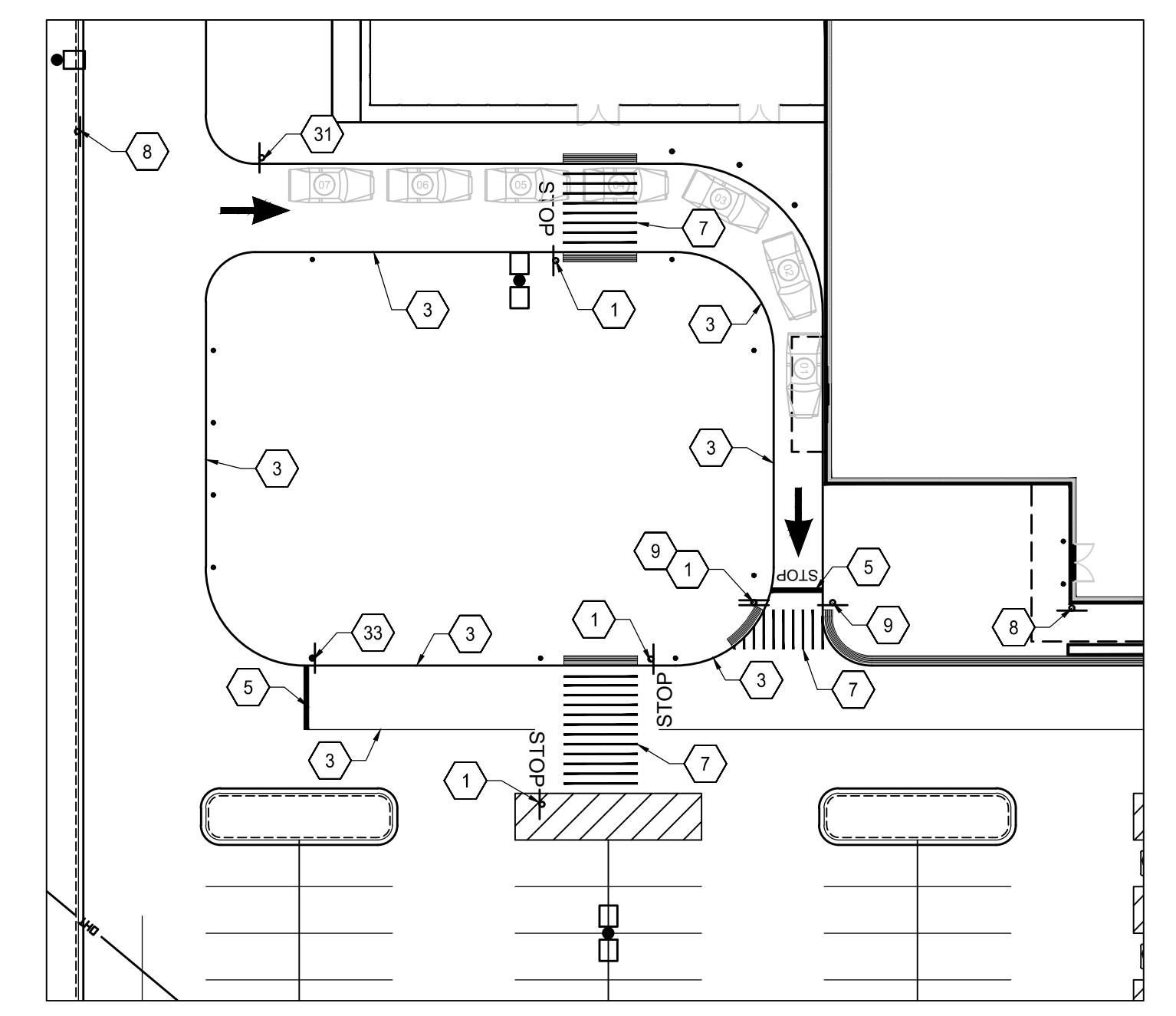
1. ALL DIMENSIONS MEASURED FROM FACE OF BUILDING
2. REFER TO SHEET C701 FOR SIGNAGE/STRIPING DETAILS
3. ALL PAVEMENT STRIPING SHALL BE YELLOW IN COLOR UNLESS NOTED OTHERWISE
4. CROSSWALK STRIPING TO BE CENTERED ON THE BUILDING AND GARDEN CENTER ENTRANCES.
5. TRANSVERSE STRIPING WITHIN THE OUTDOOR GARDEN CENTER SHALL MATCH "NO PARKING AREA" STRIPING AS INDICATED IN THE SIGNAGE/STRIPING LEGEND.

BUILDING AND SITE SIGNAGE NOTES

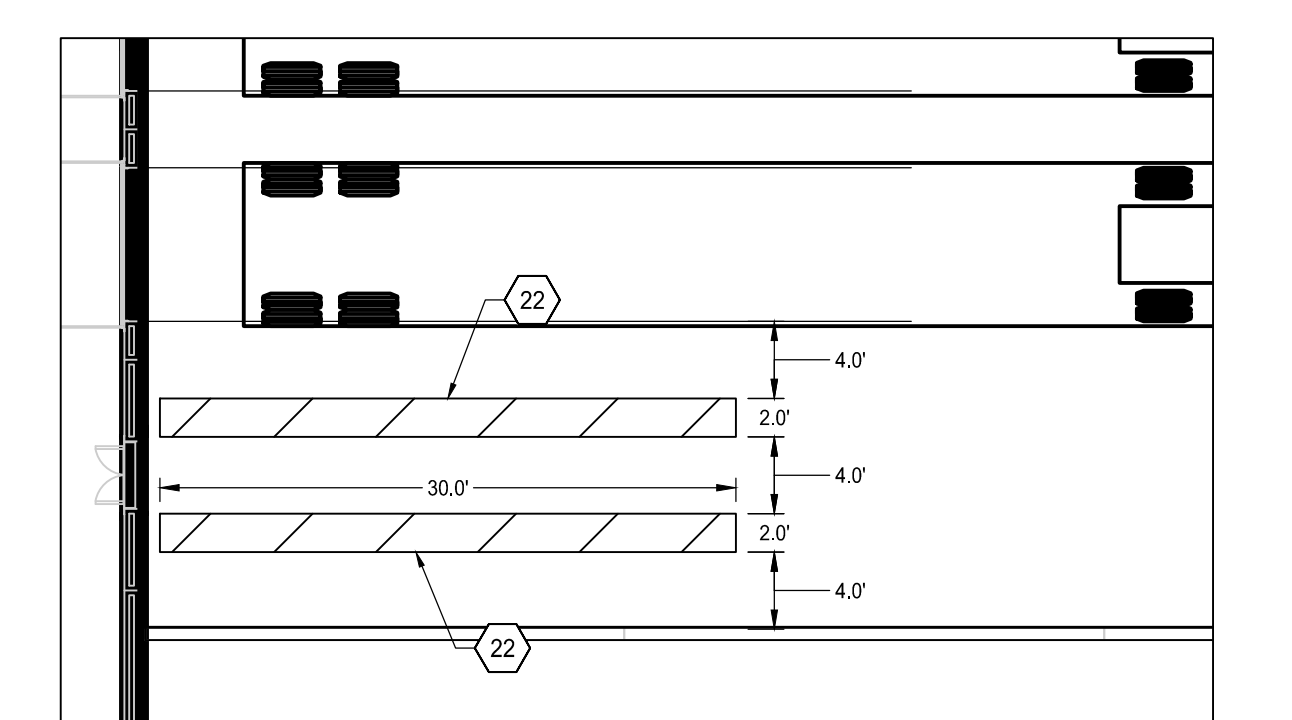
1. LOCATE FIRE LANE SIGNS AT FRONT OF BUILDING AT THE EDGE OF CONCRETE SIDEWALK (4 SIGNS)
2. STOP SIGNS AND FIRE LANE SIGNS ALONG FRONT OF THE STORE TO BE ON MOVABLE CONCRETE BASES
3. LOCATE FIRE LANE SIGNS ALONG THE GARDEN CENTER ATTACHED TO THE FENCE (3 SIGNS)
4. LOCATE FIRE LANE SIGNS ALONG BACK OF BUILDING AND THE TRUCK DOCK AREAS AT 2 FT. BEHIND PAVEMENT IN THE GRASS AREA (6 SIGNS)
5. INSTALL CART CORNERS PROVIDED BY OWNER.

PARKING SUMMARY

MAIN STORE	
STANDARD PARKING (8'x19')	546
HC VAN ACCESSIBLE	20
TOTAL PARKING	566
REQUIRED BY CODE	800
mEXPRESS STORE	
STANDARD PARKING	17
HC ACCESSIBLE	1
TOTAL PARKING	17
REQUIRED BY CODE	18



D5 PHARMACY DRIVE-UP SIGNAGE ENLARGEMENT
1" = 30'



B6 COMPACTOR STRIPING ENLARGEMENT
1" = 10'

REV.	DATE	DESCRIPTION
07/29/22		SPR SUBMITTAL

MEIJER STORE #333
3600 CARLETON ROAD (M-99)
HILLSDALE, MICHIGAN 49242

TRAFFIC CONTROL SIGNAGE AND STRIPING PLAN

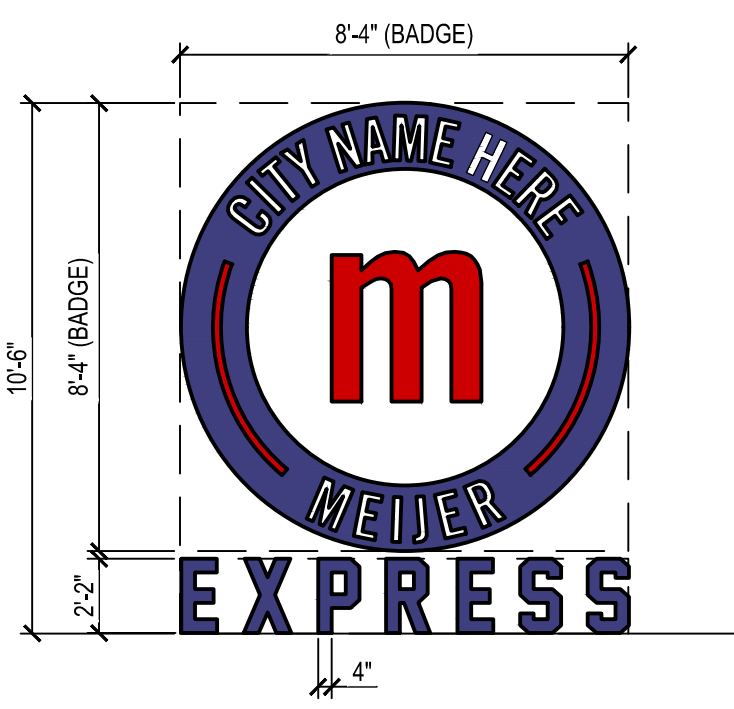
ISSUED FOR:

PERMIT	-
BID	-
CONSTRUCTION	-
RECORD	-

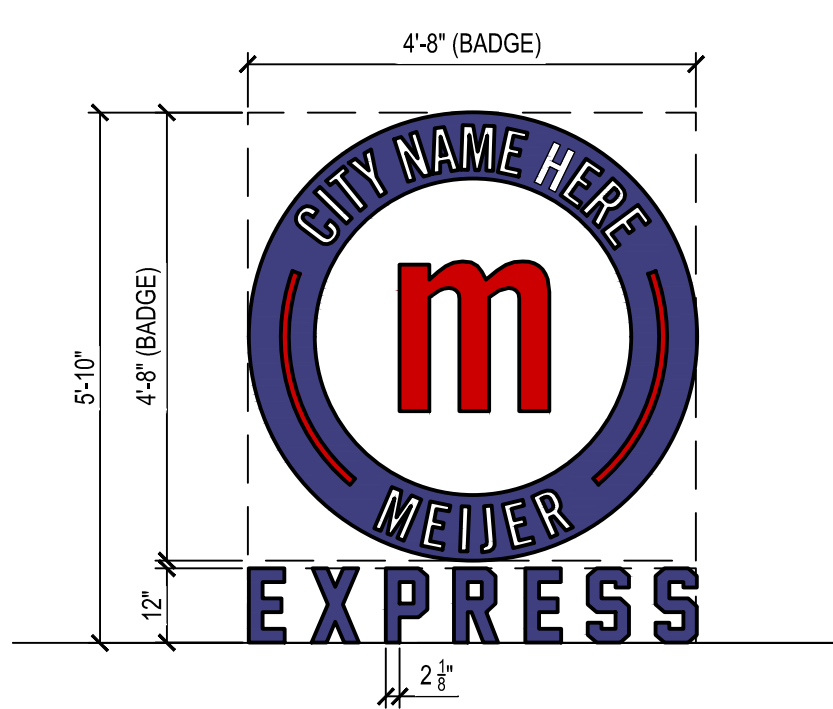
PROJECT MANAGER	DESIGNER
P. FURTAW, PE	I. GRAHAM, PE

JOB NO.
NS-24-000333

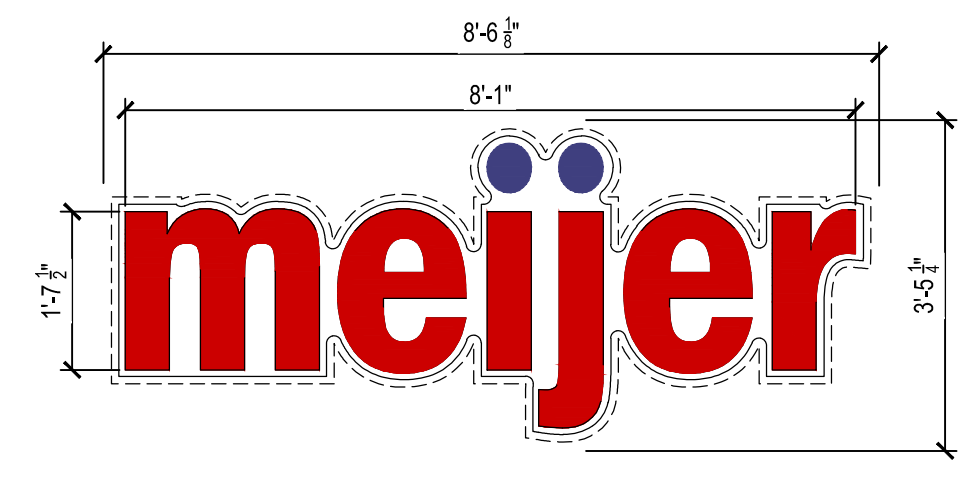
C500



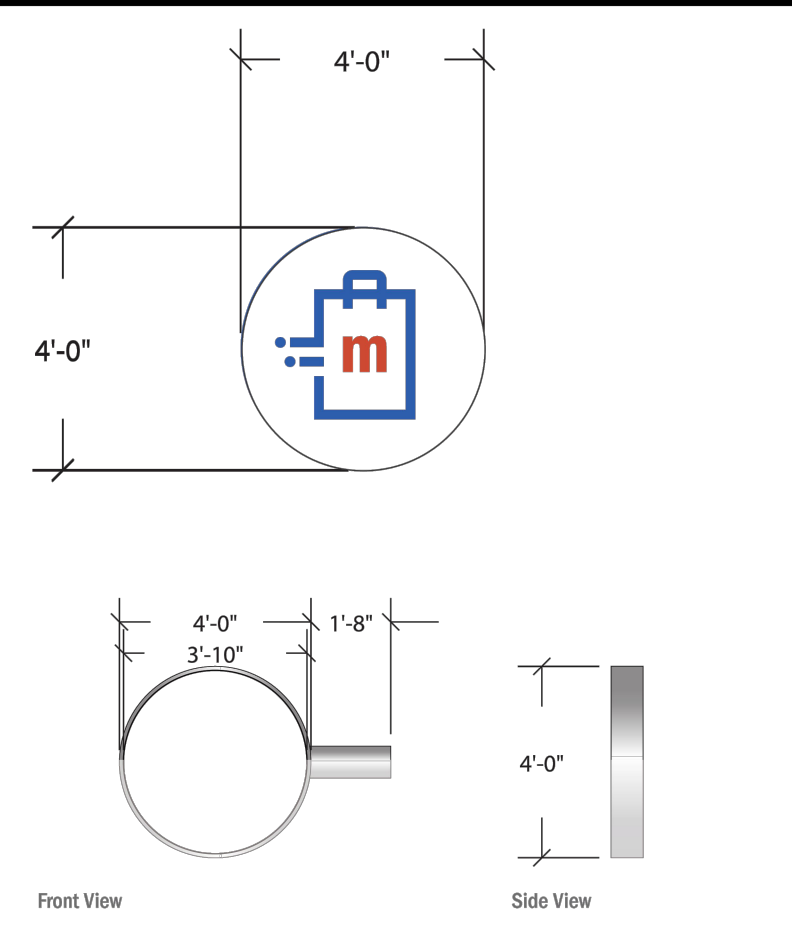
B3 SIGN B3 - mEXPRESS WALL SIGN FLUSH MOUNTED (REAR)
NTS 97.5 S.F.



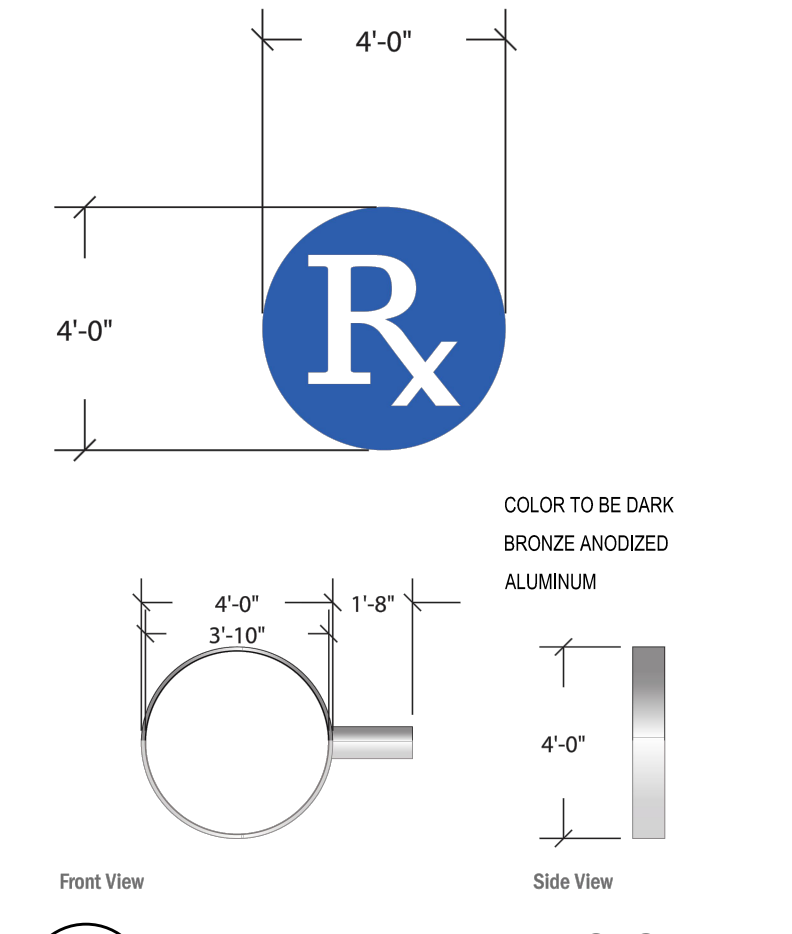
B1 SIGN B1 - mEXPRESS WALL SIGN FLUSH MOUNTED (FRONT)
NTS 27.2 S.F.



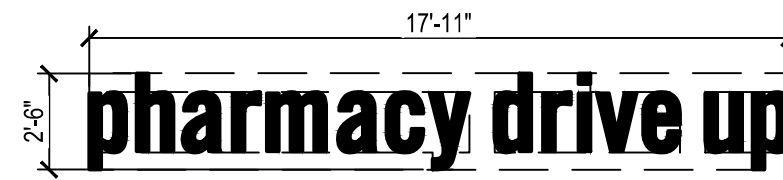
B2 SIGN B2 - GAS CANOPY SIGN LAYOUT
NTS 29.3 S.F.



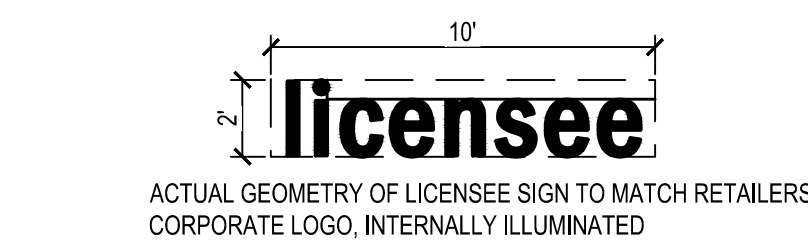
A12 SIGN A12 - PICKUP BLADE SIGN
NTS 16.0 S.F.



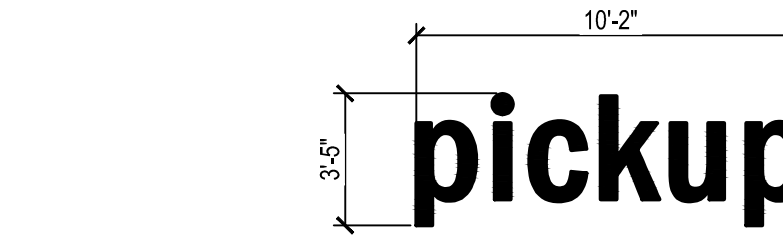
A11 SIGN A11 - Rx BLADE SIGN
NTS 16.0 S.F.



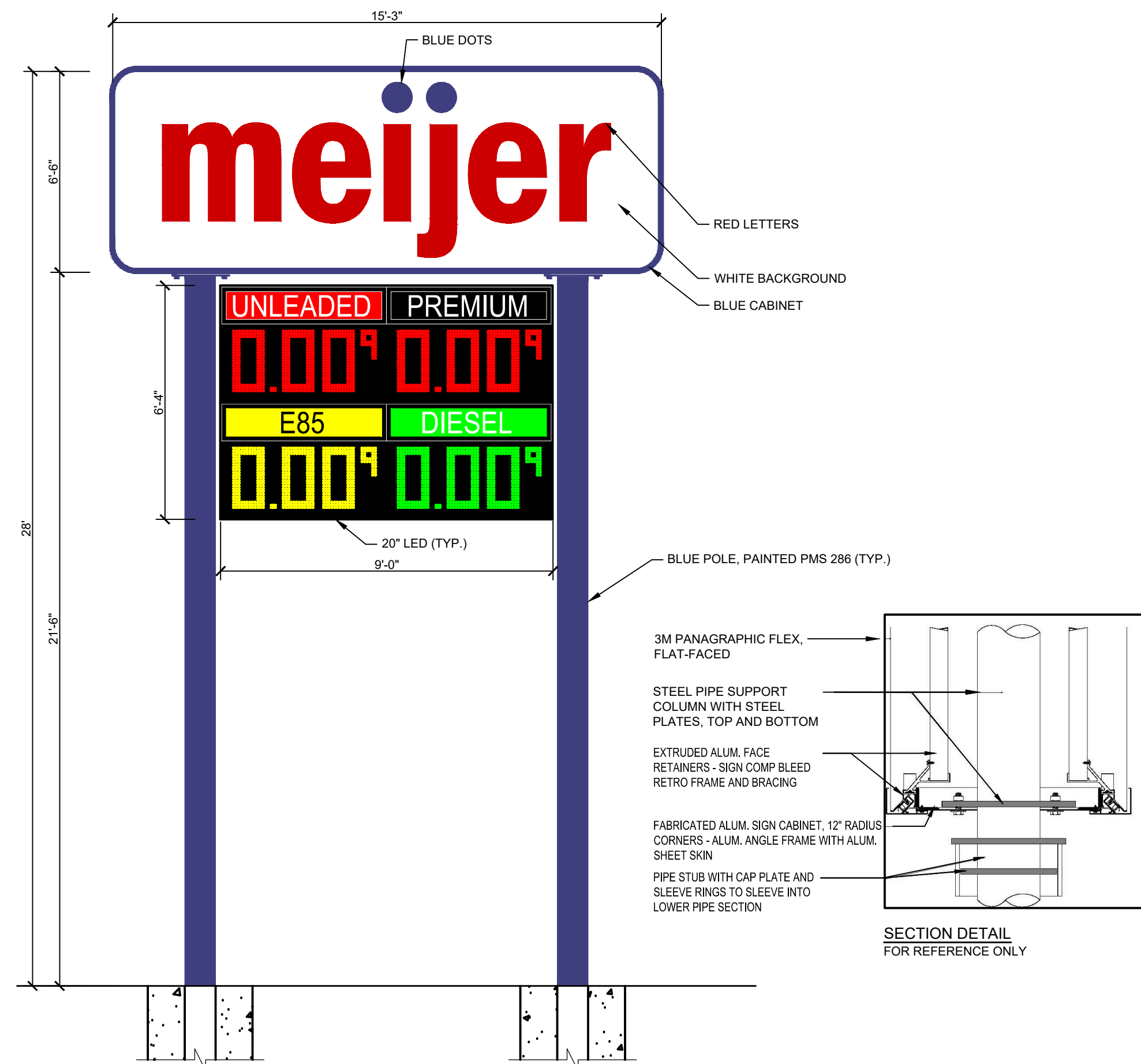
A6 SIGN A6 - PHARMACY SIGN DRIVE UP
NTS 48.8 S.F.



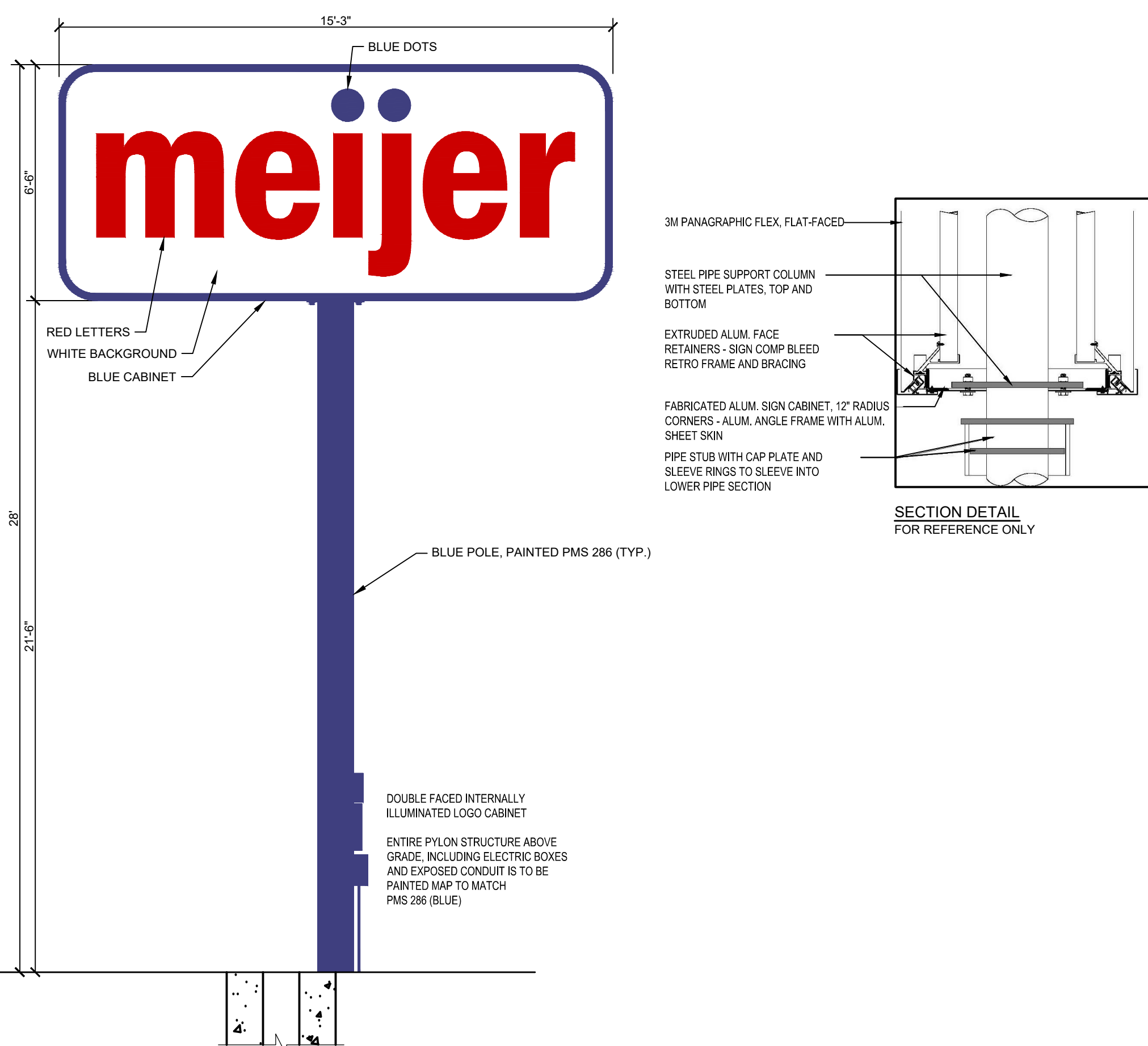
A10 SIGN A10 - LICENSEE SIGN
NTS 20 S.F.



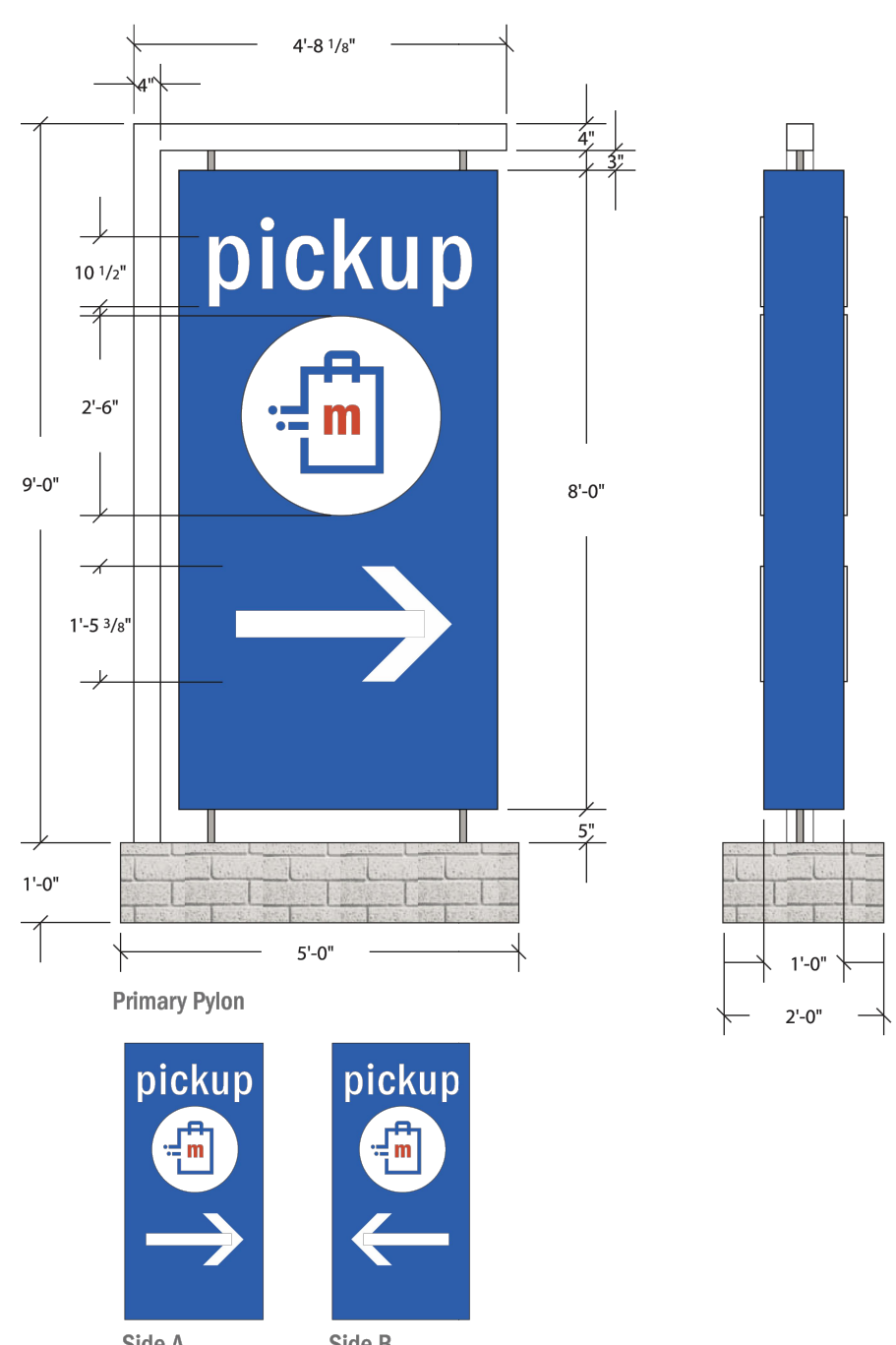
A5 SIGN A5 - PICKUP SIGN
NTS 34.7 S.F.



C2.2 MEIJER/PRICER PYLON SIGN
NTS TOTAL 156.1 S.F.



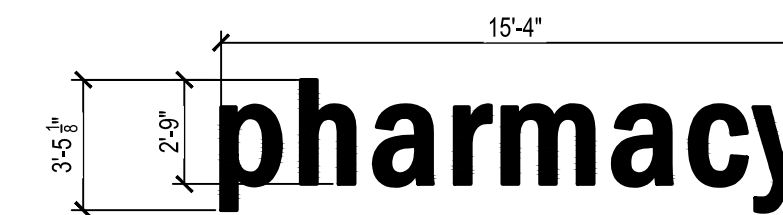
C2 MEIJER PYLON SIGN
NTS 99.1 SF



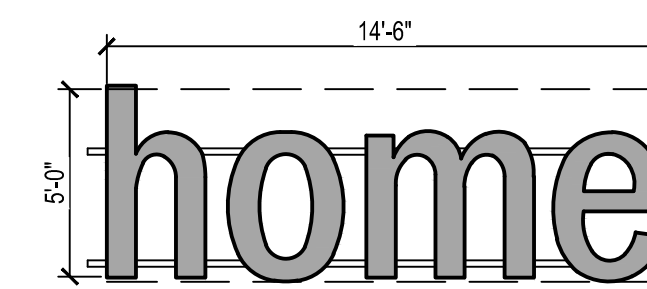
C4 SIGN C4 - PICKUP SIGN: MONUMENT SIGN
NTS 37.4 S.F.



A9 SIGN A9 - WELCOME SIGN
NTS 5.1 S.F.



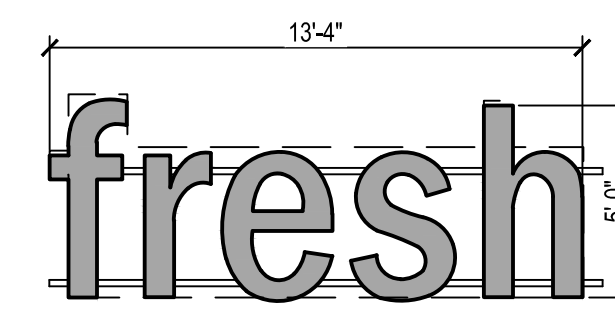
A4 SIGN A4 - PHARMACY SIGN
NTS 52.5 S.F.



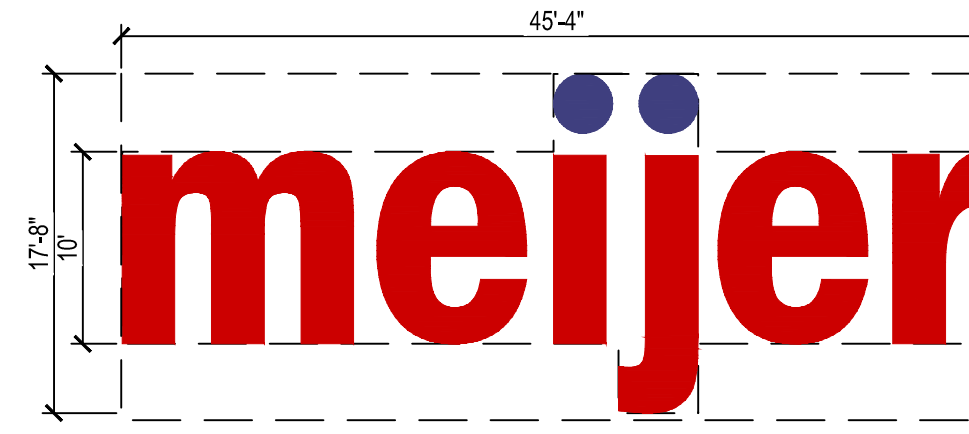
A2 SIGN A2 - HOME SIGN
NTS 72.5 S.F.



A8 SIGN A8 - BOTTLE RETURN SIGN
NTS 12.7 S.F.



A3 SIGN A3 - FRESH SIGN
NTS 66.7 S.F.



A1 SIGN A1 - MEIJER WALL LOGO
NTS 80.5 S.F.

GENERAL NOTES

- SIGNAGE DETAILS ARE NOT TO SCALE. SIGNAGE VENDOR SHALL FABRICATE ALL SIGNAGE ACCORDING TO THE DIMENSIONS AND SQUARE FOOTAGE VALUES PROVIDED ON THIS SHEET FOR THE RESPECTIVE SIGNS.
- ALL WIRING FOR EXTERIOR SIGNAGE SHALL BE INSTALLED WITHIN CONDUIT PER SPECIFICATIONS.
- FOR BUILDING SIGNAGE INSTALLATION INFORMATION, REFER TO ARCHITECTURAL PLANS.

MAIN STORE BUILDING-MOUNTED WALL SIGNAGE

DETAIL	QTY.	DESCRIPTION	SQUARE FEET
A1	1	meijer	800.5
		Total	800.5

MAIN STORE BUILDING-MOUNTED WAYFINDING SIGNAGE

DETAIL	QTY.	DESCRIPTION	SQUARE FEET
A2	1	home	72.5
A3	1	fresh	66.7
A4	1	pharmacy	52.5
A5	1	pickup	34.7
A6	1	pharmacy drive up	44.8
A8	1	bottle return	8.2
A9	2	welcome (5.1 sf. ea.)	10.2
A11	1	Rx blade sign	16.0
A12	1	pickup blade sign	16.0
		Total	321.6

MAIN STORE BUILDING-MOUNTED TENANT SIGNAGE

DETAIL	QTY.	DESCRIPTION	SQUARE FEET
A10	3	Licensee (20.0 sf. ea.)	60.0
		Total	60.0

mEXPRESS STORE SIGNAGE

DETAIL	QTY.	DESCRIPTION	SQUARE FEET
B1	1	mexpress (front)	27.2
B2	3	canopy logo (29.3 sf. ea.)	87.9
B3	1	mexpress (rear)	87.5
		Total	202.6

SITE SIGNAGE

DETAIL	QTY.	DESCRIPTION	SQUARE FEET
C2	1	meijer pylon sign	99.1
C2.2	1	meijer/pricer pylon sign	156.1
		Total	255.2

SITE WAYFINDING SIGNAGE

DETAIL	QTY.	DESCRIPTION	SQUARE FEET
C4	1	pick up monument sign	37.4
		Total	37.4

REV.	DATE	DESCRIPTION
	07/29/22	SPR SUBMITTAL

MEIJER STORE #333
3600 CARLETON ROAD (M-59)
HILLSDALE, MICHIGAN 49242

EXTERIOR SIGNAGE DETAILS

ISSUED FOR:	
PERMIT	-
BID	-
CONSTRUCTION	-
RECORD	-

PROJECT MANAGER	DESIGNER
P. FURTAW, PE	I. GRAHAM, PE

JOB NO.
NS-24-000333

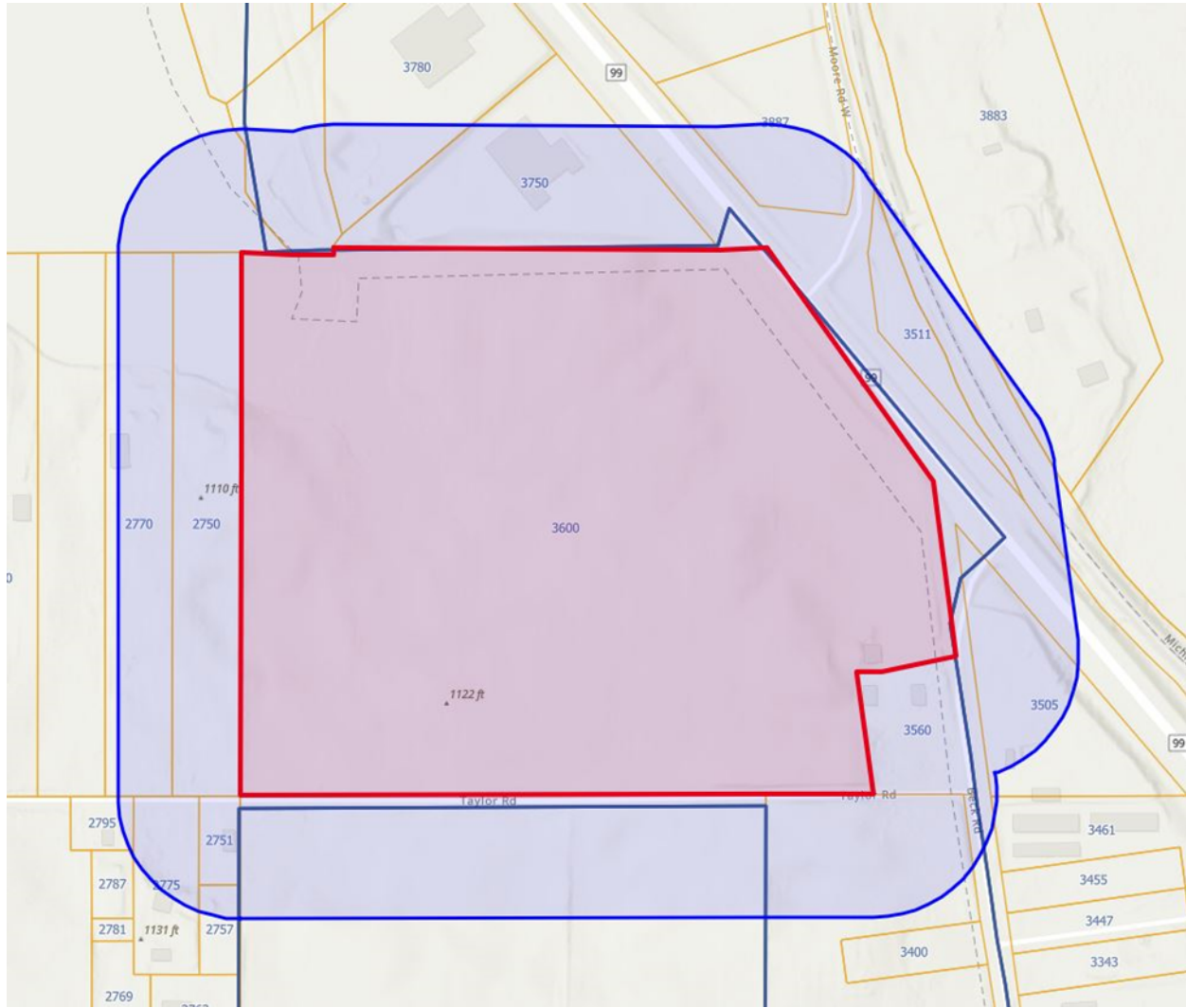
C501

October 20, 2022

To: Property Owner, Tenant or Occupant

Subject: Zoning Board of Appeals, 5:30 pm, Wednesday, November 9, 2022 in the City Council Chambers, City Hall Building, 97 North Broad Street, Hillsdale, Michigan.

ADJACENT PROPERTIES MAP



October 20, 2022

To: Property Owner, Tenant or Occupant

Subject: Zoning Board of Appeals, 5:30 pm, Wednesday, November 9, 2022 in the City Council Chambers, City Hall Building, 97 North Broad Street, Hillsdale, Michigan.

PETITION TO APPEAL CITY PLANNING COMMISSION DECISION

On September 21, 2022, Meijer, Inc., owner of 3600 W. Carleton Rd., submitted plans to the Planning Commission for Site Plan Review. The applicant is proposing a new 159,935 square foot full service retail/grocery store building with a 3,373 square foot convenience fuel store located on a 42 acre parcel along West Carleton Rd. The plans submitted for site plan review do not meet two ordinances. The Planning Commission denied the zoning application. The applicant will require two variances in order to gain final approval.

Variance 1: The applicant is requesting a building height variance of 12”.

Relevant Zoning Ordinance

Sec. 36-411. Limitations on height, bulk, density and area by land use.

Districts	Minimum Size Lot Per Unit		Maximum Height of Structures		Minimum Yard Setback (Per Lot in Feet)			Minimum Floor Area Per Unit (Square Feet)	Maximum Percentage of Lot Area Covered by All Buildings
	Area in Square Feet	Width in Feet	In Stories	In Feet	Front	Each Side	Rear		
B-3 general business	—	—	2½	(l) 35	(h) 40	(e, m)	(f, m)	none	(g)

Notes:

- (e) No side yards are required along the interior side lot lines, except as otherwise specified in the single state construction code. On the exterior side yard which borders on a residential district, there shall be provided a setback of not less than ten feet on the side or residential street. If walls of structures facing such interior side lot lines contain windows or other openings, side yards of not less than ten feet shall be provided.
- (f) Loading space shall be provided in the rear yard in the ratio of at least ten square feet per front foot of building and shall be computed separately from the off-street parking requirements. Where an alley exists or is provided at the rear of buildings, the rear building setback and loading requirements may be computed from the center of the alley.
- (h) Parking shall be permitted in the front yard after approval of the parking plan layout and points of access by the planning commission. The setback shall be measured from the nearest side of existing and/or proposed right-of-way lines, whichever is greater.

- (l) Planned developments involving five acres or more under one ownership shall be subject to the approval of the board of appeals, after public hearing, regarding modifications with respect to height regulations. In approving an increase in structure height, the board of appeals shall require that all yards shall at least equal in their depth the height of the structure.
- (m) A four-foot-six-inch obscuring wall or fence shall be provided on those sides of the property abutting land zoned for residential use.

Variance 2: The applicant is requesting a freestanding pylon sign area variance of 56.1 square feet.

Relevant Zoning Ordinance

Sec. 26-35. - B-3 general business district.

Sign regulations in the B-3 general business district shall be as follows:

B-3 General Business District—Permitted Signs	
(a) Monument and freestanding signs.	
Number	1 per 300 feet of lineal road frontage, only one monument, freestanding sign per 300 feet of lineal road frontage.
Size	Freestanding and monument signs not to exceed 100 square feet.
Location	Minimum of 5 feet from adjacent property and outside of the right-of-way.
Height	No higher than 6 feet for monument, 28 feet for freestanding.

The Zoning Board of Appeals will meet and conduct a Public Hearing at 5:30 pm, Wednesday, November 9, 2022 in the City Council Chambers, City Hall Building, 97 North Broad Street, Hillsdale, Michigan. The Zoning Board of Appeals will make a decision regarding the appeal immediately following the Public Hearing.

YOU ARE BEING NOTIFIED AS A PROPERTY OWNER, TENANT OR OCCUPANT WITHIN 300 FEET OF THE INDICATED SITE.

If you cannot attend the meeting, comments may be sent by phone or mail to the Zoning Administrator, Hillsdale City Hall, 97 North Broad Street, Hillsdale, Michigan. 517.437.6449.
zoning@cityofhillsdale.org

Thank you,
 Alan Beeker
 Zoning Administrator