

**DELHI CHARTER TOWNSHIP
PLANNING COMMISSION
JUNE 25, 2007**

MEMBERS PRESENT: Goodall, Grinnell, Smith, O'Hara, Hettinger, Donaldson, Hayhoe

MEMBERS ABSENT: Craig, Leaf

STAFF PRESENT: Miller, Stepp

Chairperson Grinnell opened the meeting at 7:00 p.m.

Approval of June 11th, 2007 Meeting Minutes

Goodall moved, Donaldson supported to approve the June 11, 2007 meeting minutes as presented.

MOTION CARRIED

Public Comment (Non-Agenda Items): None

Final Site Plan Approval for Aspen Office Park, NW Corner of Holt & Wigman Roads, DTN Enterprises, Inc

Ms. Miller described the property's location and also discussed the various items outlined in the Staff Report dated June 18th, 2007 that was provided.

Commissioner Hayhoe questioned the final approval timeline of all agencies, including the Township's Department of Public Services and discussion arose regarding the 9 sampling manholes shown on the plans and the Township's requirement for sampling manholes in general.

Roger Dean, DTN Management Company, applicant addressed the PC. He discussed the dumpster issues and stated that the removal of trash from the premises by the cleaning service is written directly into the contracts of the tenants.

Commissioner Donaldson stated that the current barrier free access is fine but suggested to the applicant to make sure it is in compliance with those requirements for medical offices if the use changes.

O'Hara Moved, and Goodall Supported to approve the Final Site Plan submitted by DTN Enterprises, Inc. for the construction of a multi building office development in the 3900 block of Holt Road (33-25-05-13-351-016) based on meeting the Zoning Ordinance requirements for Site Plan Review pursuant to Section 3.3 for a Commercial Use in the C-1, Low Impact Commercial zoning district with the following condition:

- 1. If the Downtown Development Authority does not install sidewalk along Holt Road, the developer shall install sidewalk as the site develops.**

Discussion on the motion regarding clarification of the sidewalk condition.

ROLL CALL VOTE:

Aye: Donaldson, Goodall, Hayhoe, Hettinger, O'Hara, Smith, Grinnell
Absent: Craig, Leaf
Ney: None

MOTION CARRIED

DRAFT MASTER PLAN AMENDMENT REVIEW

Ms. Miller discussed the Memorandum dated June 21st, 2007 in regards to the proposed changes to the Master Plan.

Ms. Miller stated that the next step is to recommend the Township Board distribute of the draft. She further explained the remaining steps and outlined the anticipated timeline.

Discussion arose regarding Open Space versus Community Facilities and it was determined that staff should take a look at these areas on the Future Land Use Map and recommend at a later date how to best handle these two land use categories.

Hayhoe moved, Donaldson supported to recommend that the Township Board authorize the distribution of the proposed draft amendment to the Delhi Township Master Plan as presented at the June 25th, 2007 Planning Commission meeting.

ROLL CALL VOTE:

Aye: Donaldson, Goodall, Hayhoe, Hettinger, O'Hara, Smith, Grinnell
Absent: Craig, Leaf
Ney: None

MOTION CARRIED

There was additional discussion about the issue of sampling manholes and how they are being implemented in the Township.

Will Kangas, Holt Community News, addressed the Planning Commission and stated that perhaps the DDA could set up a funding mechanism for sampling manhole requirements.

There was brief general discussion regarding parking lot striping and barrier free painting.

Meeting Adjourned 8:29 p.m.

Respectfully Submitted,

Norm Hettinger
Secretary