

**DELHI CHARTER TOWNSHIP  
MINUTES OF THE PLANNING COMMISSION HELD ON MAY 13, 2013**

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The Delhi Charter Township Planning Commission met in a regular meeting on Monday, May 13, 2013 in the Multipurpose Room at the Community Services Center, 2074 Aurelius Road, Holt, Michigan. Vice-Chairperson Leaf called the meeting to order at 7:00 p.m.

**PLEDGE OF ALLEGIANCE**

**ROLL CALL**

Members Present: Rita Craig, Michael Goodall, John Hayhoe, Donald Leaf, Tonia Olson, Ken O'Hara, Betsy Zietlow (Arrived at 7:10 p.m.)

Members Absent: James Weaver

Others Present: Tracy Miller, Director of Community Development, Kathy Malone, Planning/Zoning Secretary

**AMENDMENTS TO THE AGENDA: None**

**APPROVAL OF THE APRIL 22, 2013 PLANNING COMMISSION MINUTES**

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**Goodall moved and Craig seconded to approve the April 22, 2013 meeting minutes as presented.**

A Voice Poll was recorded as follows: All Ayes  
Absent: Weaver, Zietlow

**MOTION CARRIED**

**PUBLIC COMMENT (Non-Agenda Items): None**

**Final Site Plan Approval for 3400 Belle Chase Way - Two Men & A Truck, 33-25-05-02-200-043 & 33-25-05-02-200-033**

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Ms. Miller reviewed the staff report for the request from Wieland-Davco, representing Two Men & A Truck, for final site plan approval in the C-2:General Business zoning district. The request is for several additions and a new building. At the last Planning Commission (PC) meeting there was approval for an amendment to the existing Special Use Permit (SUP) since the building will exceed the current Delhi ordinance for the allotted building size. All agencies have approved this construction with the exception of the Michigan Department of Environmental Quality (DEQ). The property contains wetlands and also is within the floodplain. No construction is proposed to occur in the wetlands. The permit for the floodplain, has been submitted and is under review by the MDEQ. All site planning for current construction and future expansions are included in this request. It involves more initial work to do it this way but is easier in the long run and it also supplies the Township with valuable information for future planning. This proposed construction is located on two adjoining parcels which will need to be combined. Driveways, parking calculations, sidewalk construction, lighting and the greenbelt installation and conformance was discussed. Provided construction on some part of the project included in this site plan is commenced within one (1) year of the approval, the remaining parts of the plan can be constructed later without additional site plan review.

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Public Comments

There were no comments from the public

Hayhoe moved, seconded by Goodall to approve the Final Site Plan submitted by Wieland-Davco Corporation for the construction of building additions and a new building 3400 Belle Chase Way (Parcel Numbers 33-25-05-02-200-043 & 033) based on meeting the Zoning Ordinance requirements for Site Plan Review and approval pursuant to Section 3.3, with the following conditions:

1. That the necessary floodplain permit be issued by and received from the Michigan Department of Environmental Quality (MDEQ), or is determined to be unnecessary by the MDEQ.
2. That the two parcels be combined into a single parcel prior to issuance of any building permits for the proposed addition or new buildings.
3. The new sidewalk connection across the Banta Drain to the existing sidewalk north of the drain is made prior to the issuance of any Final Certificate of Occupancy for the first proposed addition. Alternatively, and provided significant efforts and progress towards completion are being made (as judged entirely at the sole discretion of the Director of Community Development), a financial guarantee for completion may be posted if physical construction is not possible within that time frame.

Discussion: None

A Roll Call Vote was recorded as follows:

Ayes: Craig, Goodall, Hayhoe, Leaf, O'Hara, Olson  
Nays: None  
Absent: Weaver  
Abstain: Zietlow

**MOTION CARRIED**

**Public Hearing, SUP No. 13-274, 1298 N. Cedar Road, The Power Barn, 33-25-05-25-152-009**

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Ms. Miller reviewed the staff report for the SUP for The Power Barn, which is located in what was previously the Aquatic Sports Ltd. building on Cedar Road in the C-2:General Business zoning district. The application is to permit the servicing and repair of outdoor power equipment and display of power equipment outdoors. Service and repair would be done inside the building and storage of additional or repaired machines would be kept in the fenced area at the rear of the building. Special attention needs to be focused on ensuring that any gas, oil, etc. that could leak from the machines does not infiltrate the sandy soils or enter nearby water bodies. Outdoor display of items need to be out of the road right of way (ROW), not blocking parking or sidewalks and located on the Power Barn property only. The island area, shown on Figure 1 in the staff report , is one option and another is to the east of the handicap parking spaces.

Commissioner Olson wondered if the applicant could meet all of the suggested conditions. The applicant was present and agreed that he could.

Commissioner Leaf questioned what, if any, chemicals would be on site? The applicant replied there would not be any bulk storage and that they keep all chemicals and fuels stored in a fire rated cabinet. Gas kept on site is minimal (five to ten gallons).

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**Public Hearing Opened @ 7:35 p.m.**

There was no public comment

**Public Hearing Closed @ 7:35 p.m.**

Hayhoe moved, seconded by O'Hara to recommend to the Township Board approval of SUP #13-274 for the operation of a service/repair facility for outdoor power equipment and the outdoor display of same pursuant to Sections 5.10.4 (1) & (4) of the Zoning Ordinance for property located at 1298 N. Cedar Road (33-25-05-25-152-009). The following conditions to apply:

1. The display of power equipment shall be limited to the areas shown in green on Figure 1 included in the staff report for this project that is dated May 8, 2013.
2. No repair or service activities shall occur outside of a fully enclosed building.
3. Any general outdoor storage of materials or equipment that is not specifically on display for sale must be within a fenced area that is not visible from the street or adjacent properties.
4. Any outdoor storage of equipment or materials which could result in leaks or spills of oils, fuel, paint or any other chemicals must be conducted in a manner so that no runoff or soil infiltration from that storage area can occur.

The Planning Commission has received the "Basis for Determination for Granting a Special Use Permit" and has found that the general and specific standards outlined in Section 8.1.3 have been satisfied and that those findings are accurately reflected in the document entitled "Basis for Determination for SUP 13-274" dated May 8, 2013 and is fully incorporated into this motion and the official meeting minutes.

Discussion:

Commissioner Leaf questioned the fenced area. Ms. Miller explained where the fence was located and not visible from the road.

A Roll Call Vote was recorded as follows:

Ayes: Zietlow, Olson, O'Hara, Leaf, Hayhoe, Goodall, Craig

Nays: None

Absent: Weaver

Abstain: None

**MOTION CARRIED**

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**Public Hearing, 2014-2019 Capital Improvements Plan**

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Ms. Miller explained this process is done each year and requires approval from the PC. The Capital Improvements Plan (CIP) has three sections which include the status of current year projects (2013). The second section is the 2014 Capital Budget, which includes the projects that staff expects will be recommended to the Township Board for inclusion in the 2014 Township Budget. The final section is for years 2015 - 2019 and includes projects that will likely be necessary in the next five years.

There was brief discussion regarding a couple of items within the plan.

**Public Hearing Opened @ 7:54 p.m.**

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There was no public comment  
**Public Hearing Closed @ 7:54 p.m.**

Discussion: None

**Goodall moved, Leaf seconded to approve the 2014 - 2019 Capital Improvements Plan as presented and forward it to the Township Board for their consideration during the preparation of the 2014 Annual Budget.**

A Roll Call Vote was recorded as follows:

Ayes: Craig, Goodall, Hayhoe, Leaf, O'Hara, Olson, Zietlow

Nays: None

Absent: Weaver

Abstain: None

**MOTION CARRIED**

**MASTER PLAN UPDATE**

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Ms. Miller explained the current changes and updates for Master Plan to date. The text portion is getting very close to being completed. Please review it and forward comments to Ms. Miller.

**GENERAL DISCUSSION AND UPDATES**

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There was general discussion on permit activity and also the status of the fuel stations.

**ADJOURNMENT**

Meeting adjourned at 8 p.m.

Date: \_\_\_\_\_

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Ken O'Hara, Secretary

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SUBJECT TO APPROVAL