

**DELHI CHARTER TOWNSHIP
MINUTES OF THE PLANNING COMMISSION HELD ON AUGUST 26, 2013**

The Delhi Charter Township Planning Commission met in a regular meeting on Monday, August 26, 2013 in the Multipurpose Room at the Community Services Center, 2074 Aurelius Road, Holt, Michigan. Chairperson Zietlow called the meeting to order at 7:00 p.m.

PLEDGE OF ALLEGIANCE

ROLL CALL

Members Present: Rita Craig, Michael Goodall, John Hayhoe, Matthew Lincoln, Ken O'Hara, Tonia Olson, Kimberly Berry-Smokoski, Betsy Zietlow

Members Absent: Donald Leaf

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

AMENDMENTS TO THE AGENDA: None

APPROVAL OF THE August 12, 2013 PLANNING COMMISSION MINUTES

Goodall moved and Craig seconded to approve the August 12, 2013 meeting minutes as presented.

A Voice Poll was recorded as follows: All Ayes

Absent: Leaf

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

A final site plan for Two Men & A Truck was approved in May, but significant changes to that plan require it to be reviewed again. The original proposed "franchise building" is no longer included in the plan. The current plan includes a 22,000 sq. ft. addition to the existing building, which will result in a total building size of approximately 56,000 sq. ft. The Michigan Department of Environmental Quality (MDEQ) floodplain permit is currently in process, and is expected to be issued. All other agencies have reviewed and approved the current plan. The parcel includes wetlands, but no construction is proposed in those areas. The installation of a sidewalk to the north of the property across the Banta Drain will need to be completed during construction. Additionally, the two parcels must be combined into one prior to construction beginning on the site. Lastly, the applicant must ensure that all of the ramps located within the public right-of-way either are or will be made to comply with current ADA standards. All aspects of the proposed site plan appear to conform with the Zoning Ordinance requirements and so staff is recommending approval with conditions.

SUBJECT TO APPROVAL

**DELHI CHARTER TOWNSHIP
MINUTES OF THE PLANNING COMMISSION HELD ON AUGUST 26, 2013**

Hayhoe moved, seconded by Lincoln to approve the Final Site Plan submitted by Wieland-Davco Corporation for the construction of a building addition and site improvements at 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.
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 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.
4. That all ramps within the public right-of-way of the subject parcels must be reconstructed or verified as being ADA compliant.

Discussion: None

A Roll Call Vote was recorded as follows:

Ayes: Craig, Goodall, Hayhoe, Lincoln, O'Hara, Olson, Berry-Smokoski,

Nays: None

Absent: Leaf

Abstain: Zietlow

MOTION CARRIED

Final Site Plan Approval for Aspen Centre PH II - Corner of Wigman Road & Mountain Glade, 33-25-05-13-302-003

Aspen Centre PH II is located on the north west corner of Wigman Road and Mountain Glade in the Aspen Lakes development. The proposed building will contain 18 one-bedroom apartments. The appearance of the building will be consistent with, and of the same quality, as what has been developed to date. Compliance with the approved Special Use Permit for the development was reviewed. Staff discussed the probable need for the establishment of a special assessment district for any streetlights that will be added by Consumers Energy and that on-site lighting will be finalized during construction, consistent with past practice within the development. Lastly, staff noted that all sidewalk ramps within the Aspen Center PH II development site will need to be confirmed as, or made to be, ADA compliant.

Olson moved, seconded by O'Hara to approve the Final Site Plan submitted by DTN Management for the construction of a new apartment building within Aspen Centre Phase II (33-25-05-13-302-003) of the Aspen Lakes development 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 special assessment district for street lighting be established at the appropriate time during development.
2. That on-site lighting be reviewed and approved by the Director of Community Development prior to the issuance of any Certificate of Occupancy.

SUBJECT TO APPROVAL

**DELHI CHARTER TOWNSHIP
MINUTES OF THE PLANNING COMMISSION HELD ON AUGUST 26, 2013**

- 3. That all ramps within the public right-of-way of the site must be reconstructed or verified as being ADA compliant.**

Discussion: None

A Roll Call Vote was recorded as follows:

Ayes: Zietlow, Berry-Smokoski, Olson, O'Hara, Lincoln, Hayhoe, Goodall, Craig

Nays: None

Absent: Leaf

Abstain: None

MOTION CARRIED

Final Site Plan Approval for Aspen Ridge PH III - Wigman Road, 33-25-05-13-326-004

Ms. Miller explained that Aspen Ridge PH III (formerly called Aspen Estates Phase III) will contain seven apartment buildings and a swimming pool. It is located on the north side of Wigman Road. There will be 86 units, comprised of one and two-bedroom apartments. The number of units within Aspen Ridge PH III and Aspen Center PH II will result in a total of 601 units, which is under the total of 602 permitted by the SUP for the development.

Ms. Miller indicated that the building renderings submitted by the applicant appear to be of the same quality as is seen elsewhere in the development. All agencies have approved this development. Parking is adequate and all required landscaping is provided. The wetland area has been delineated and no construction is proposed in this area. There will be a landscaped berm between the Aspen Woods East subdivision to the north and the Aspen Ridge development area and the nearest building will be a minimum of 50' from the rear of any Aspen Woods rear property line. The pool is located in the center of the complex which should keep off-site noise from being a problem. The existing playground area, which is adjacent to this development will remain in its current location. There is a wooded area, located in the center of the proposed buildings, that will remain. Lighting will be addressed in the same manner as Aspen Centre PH II.

Jeff Kyes, representing KEBS, Inc. spoke to the PC members and answered questions.

Allen Russell from DTN also spoke to the PC members and answered questions.

Olson moved, seconded by Goodall to approve the Final Site Plan submitted by DTN Management for the construction of seven new apartment buildings within Aspen Ridge Ph III (33-25-05-13-326-004) of the Aspen Lakes development 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 special assessment district for street lighting be requested by the applicant and established at the appropriate time during development.**
- 2. That on-site lighting be reviewed and approved by the Director of Community Development prior to the issuance of any Certificate of Occupancy.**
- 3. That all ramps within the public road right-of-way of the site must be ADA compliant.**

Discussion: None

A Roll Call Vote was recorded as follows:

Ayes: Craig, Goodall, Hayhoe, Lincoln, O'Hara, Olson, Berry-Smokoski, Zietlow

Nays: None

SUBJECT TO APPROVAL

**DELHI CHARTER TOWNSHIP
MINUTES OF THE PLANNING COMMISSION HELD ON AUGUST 26, 2013**

Absent: Leaf
Abstain: None

GENERAL DISCUSSION AND UPDATES

The Township Board had authorized the circulation of the draft Master Plan. Mayberry Homes has began building in Watts Landing located off Pine Tree Road. Sidewalk ramp work is being done on Holt Road, bringing it up to ADA standards, to serve as a trail head crossing to the north.

ADJOURNMENT

Meeting adjourned at 7:43 p.m.

Date: _____

Ken O'Hara, Secretary

/km

SUBJECT TO APPROVAL