

**DELHI CHARTER TOWNSHIP  
MINUTES OF THE PLANNING COMMISSION HELD ON OCTOBER 28, 2013**

---

The Delhi Charter Township Planning Commission met in a regular meeting on Monday, October 28, 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: Kimberly Berry-Smokoski, Rita Craig, Michael Goodall, John Hayhoe, Donald Leaf, Matthew Lincoln, Ken O'Hara, Tonia Olson, Betsy Zietlow

Members Absent: None

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

**AMENDMENTS TO THE AGENDA: None**

**APPROVAL OF THE AUGUST 26, 2013 PLANNING COMMISSION MINUTES**

---

**Goodall moved and O'Hara seconded to approve the August 26, 2013 meeting minutes as presented.**

A Voice Poll was recorded as follows: All Ayes

Absent: None

**MOTION CARRIED**

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

**PUBLIC HEARING - ADOPTION OF THE 2013 MASTER PLAN**

---

Ms. Miller reviewed the Master Plan (MP) briefly. The Master Plan was sent to the required agencies/entities as well as posted on the Township's website. The only comment received was from Windsor Township, who pointed out that "Dimondale" was misspelled on page 63. There were no comments received from the general public. With this in mind, Ms. Miller believes that the MP is ready for adoption by the Planning Commission (PC).

There was brief discussion among staff and PC members regarding the MP, the process to date and that the next time the MP would likely be reviewed would be in five years.

**Public Hearing Opened @ 7:12p.m.**

There was no public comment

**Public Hearing Closed @ 7:13p.m.**

**Commissioner O'Hara moved, seconded by Commissioner Leaf to adopt the Planning Commission Resolution entitled, "A Resolution to Approve Amendments to the Delhi Charter Township Comprehensive Development Plan to be known as the 2013 Master Plan".**

**DELHI CHARTER TOWNSHIP  
MINUTES OF THE PLANNING COMMISSION HELD ON OCTOBER 28, 2013**

---

Discussion: None

A Roll Call Vote was recorded as follows:

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

Nays: None

Absent: None

Abstain: None

**MOTION CARRIED**

**2014 TENTATIVE MEETING DATES FOR THE PLANNING COMMISSION**

---

Ms. Miller presented the tentative PC meeting dates.

**Commissioner Goodall moved, seconded by Commissioner Craig to approve the 2014 Tentative Meeting Dates as printed.**

Discussion: None

A Voice Poll was recorded as follows: All Ayes

**MOTION CARRIED**

**GENERAL DISCUSSION AND UPDATES**

---

It is anticipated that we will have meetings in November and December. There was brief discussion regarding the agenda for those meetings, including a necessary Ordinance amendment and a Special Use Permit application from Shortrack, LLC.

**ADJOURNMENT**

Meeting adjourned at 7:28 p.m.

Date: 11/25/13

  
\_\_\_\_\_  
Ken O'Hara, Secretary

/km

**Delhi Charter Township  
Planning Commission**

**A Resolution to Approve Amendments to the Delhi Charter Township Comprehensive  
Development Plan to be Known as the 2013 Master Plan**

At a regular meeting of the Planning Commission, of the Charter Township of Delhi, Ingham County, Michigan, held at the Community Services Center, 2074 Aurelius Road, Holt, Michigan on Monday, the 28<sup>th</sup> day of October, 2013, at 7:00 o'clock, p.m.

**PRESENT:** Craig, Berry-Smocoski, Goodall, Hayhoe, Leaf, Lincoln, O'Hara, Olson, Zietlow

**ABSENT:** None

The following Resolution was offered by Commissioner O'Hara, and supported by Commissioner Leaf.

**WHEREAS**, on February 17, 2012 the Planning Commission provided the required "Notice of Intent to Plan" to the appropriate agencies and Boards as outlined in Act 33 of 2008, and

**WHEREAS**, on August 12, 2013 the Planning Commission reviewed a draft of the proposed amendments to the Comprehensive Development Plan and forwarded that draft onto the Delhi Township Board for their review, and

**WHEREAS**, on August 20, 2013 the Delhi Charter Township Board reviewed the proposed amendments and authorized the distribution of the draft document to the appropriate agencies and Boards as provided in the Act, and

**WHEREAS**, on August 21, 2013 the Planning Commission Secretary caused to be mailed the draft to said agencies and Boards and specifically supplied a list of those entities that were sent the draft to the Ingham County Board of Commissioners in accordance with the Act, and

**WHEREAS**, those agencies and Boards have, by law, 63 days to provide their comments or suggestions on the proposed amendments, and

**WHEREAS**, the deadline to receive said comments was on October 28, 2013, and

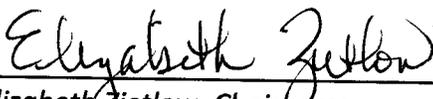
**WHEREAS**, on October 13, 2013 notice of the public hearing appeared in a newspaper of general circulation within the community and was mailed to the appropriate agencies and Boards as required by the Act, and

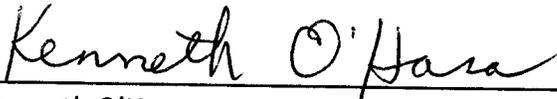
**WHEREAS**, on October 28, 2013 the Planning Commission held a public hearing for the purpose of receiving public input regarding the proposed amendments.

NOW, THEREFORE, BE IT RESOLVED; as follows:

1. The 2013 Master Plan which shall be and is hereby adopted including all of the maps and descriptive matter intended by the Planning Commission to form the plan as setforth in Exhibit A of this Resolution, and
2. That the Director of Community Development be directed to place the following information on the 2013 Master Plan, outlined in number one (1) above, including a signature by the Planning Commission Chairperson and Secretary, and

*This Plan Approved by the Delhi Charter Township  
Planning Commission on October 28, 2013.*

  
\_\_\_\_\_  
*Elizabeth Zietlow, Chairperson  
Delhi Charter Township Planning Commission*

  
\_\_\_\_\_  
*Kenneth O'Hara, Secretary  
Delhi Charter Township Planning Commission*

3. That the Planning Commission Secretary cause a copy of the adopted 2013 Master Plan to be submitted to the Delhi Township Board and each of the agencies and Boards that previously received notices throughout the planning process.

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

NAYS: None

ABSENT: None

The foregoing Resolution declared adopted on October 28, 2013.

  
\_\_\_\_\_  
Kenneth O'Hara, Secretary  
Delhi Charter Township  
Planning Commission

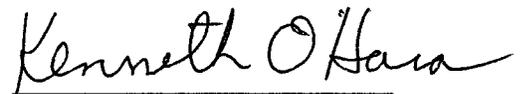
STATE OF MICHIGAN )

)ss

COUNTY OF INGHAM )

I, the undersigned, the duly qualified Secretary of the Delhi Charter Township Planning Commission, Ingham County, Michigan, DO HEREBY CERTIFY that the foregoing is a true and complete copy of the action taken by the Planning Commission at their meeting on October 28, 2013.

IN WITNESS THEREOF, I have hereunto affixed my official signature this 28th day of October, 2013.



Kenneth O'Hara  
Kenneth O'Hara, Secretary  
Delhi Charter Township  
Planning Commission

**EXHIBIT A: 2013 Master Plan**