

**DELHI CHARTER TOWNSHIP
MINUTES OF THE PLANNING COMMISSION HELD ON JUNE 22, 2015**

The Delhi Charter Township Planning Commission held a regular meeting on Monday, June 22, 2015 in the Multipurpose Room at the Community Services Center, 2074 Aurelius Road, Holt, Michigan. Vice-Chair Lincoln called the meeting to order at 6:30 p.m.

PLEDGE OF ALLEGIANCE

ROLL CALL

Members Present: Kimberly Berry-Smokoski, Michael Goodall, Jon Harmon, Matthew Lincoln, Betsy Zietlow

Members Absent: Rita Craig, Donald Leaf, Ken O'Hara, Tonia Olson

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

AMENDMENTS TO THE AGENDA: None

APPROVAL OF THE MAY 11, 2015 PLANNING COMMISSION MINUTES

Goodall moved and Zietlow seconded to approve the May 11, 2015 meeting minutes.

A Voice Poll was recorded as follows: All Ayes

Absent: Craig, Leaf, O'Hara, Olson

MOTION CARRIED

PUBLIC COMMENT (Non-Agenda Items): None

PUBLIC HEARING, SUP No. 15-278, 2168 N. CEDAR STREET, CENTURY DEVELOPMENT, LLC, 33-25-05-14-302-012

Ms. Miller presented the staff report information for the proposed Caterpillar Corner Child Care Center located in the Town Center (TC) zoning district. This is an approved use in the TC district but does require a Special Use Permit (SUP). The daycare would occupy the entire first floor of the building and since this was previously the Holt Alternative Education location the need for interior changes would be minimal. A dance studio is on the second floor and is primarily open in the evening. Ms. Miller spoke about the zoning ordinance provisions that apply for this type of use, State laws and local code requirements, fencing, the play area and landscape around this area. Parking, noise levels and adult/child ratios were also discussed.

Commissioner Harmon wondered if the parking calculations were considered at the busy times, early morning or after work. Ms. Miller replied in the affirmative and stated that, if necessary, a shared parking agreement with the Farmer's Market or other nearby properties could provide additional space in the future.

SUBJECT TO APPROVAL

**DELHI CHARTER TOWNSHIP
MINUTES OF THE PLANNING COMMISSION HELD ON JUNE 22, 2015**

The surface of the play area was questioned as well as the location of the specific drop-off point for the children.

Santrece Roberts, the applicant, spoke to the PC members and answered their questions.

Public Hearing Opened @ 6:42 p.m.

There were no comments from the public.

Public Hearing Closed @ 6:42 p.m.

Berry-Smokoski moved, seconded by Goodall to recommend to the Township Board approval of SUP #15-278 for the operation of a Child Care Center pursuant to Section 8.6.3(9)(c)(3) of the Zoning Ordinance on property located at 2168 Cedar Street (33-25-05-14-302-012). The following conditions to apply:

- 1. Fencing, gates and latching mechanisms around the outdoor play area must be of a type sufficient to prevent unauthorized access by outsiders to the play area and to prevent children in care from leaving the area without appropriate supervision.**
- 2. Must be and remain in compliance, at all times, with all requirements of the State of Michigan pertaining to childcare licensing.**
- 3. Noise originating from the Child Care Center shall not exceed 65dB at any property line.**

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# 15-278” dated June 15, 2015 and it is fully incorporated into this motion and the official meeting minutes.

Discussion: None.

A Roll Call Vote was recorded as follows:

Ayes: Berry-Smokoski, Goodall, Harmon, Lincoln, Zietlow

Nays: None

Absent: Craig, Leaf, O'Hara, Olson

Abstain: None

MOTION CARRIED

PUBLIC HEARING, 2016-2021 CAPITAL IMPROVEMENTS PLAN

Ms. Miller explained the Capital Improvements Plan (CIP) process. The CIP is used by the administration to communicate anticipated capital projects and estimated costs to the Board prior to their annual budget process.

SUBJECT TO APPROVAL

**DELHI CHARTER TOWNSHIP
MINUTES OF THE PLANNING COMMISSION HELD ON JUNE 22, 2015**

Public Hearing Opened @ 6:49 p.m.

There were no comments from the public.

Public Hearing Closed @ 6:49 p.m.

Goodall moved, seconded by Zietlow to approve the 2016 – 2021 Capital Improvements Plan as presented and forward it to the Township Board for their consideration during the preparation of the 2016 Annual Budget.

Discussion: None.

A Roll Call Vote was recorded as follows:

Ayes: Zietlow, Lincoln, Harmon, Goodall, Berry-Smokoski

Nays: None

Absent: Craig, Leaf, O'Hara, Olson

Abstain: None

MOTION CARRIED

GENERAL DISCUSSION & UPDATES

There was general discussion about the status of ongoing projects.

ADJOURNMENT

Meeting adjourned at 6:57 p.m.

Date: _____

Tonia Olson, Secretary

/km

SUBJECT TO APPROVAL