

**DELHI CHARTER TOWNSHIP
MINUTES OF THE PLANNING COMMISSION HELD ON MAY 13, 2019**

The Delhi Charter Township Planning Commission held a regular meeting on Monday, May 13, 2019, in the Multipurpose Room at the Community Services Center, 2074 Aurelius Road, Holt, Michigan. Commissioner Berry called the meeting to order at 6:30 p.m.

PLEDGE OF ALLEGIANCE

ROLL CALL

Members Present: Kimberly Berry-Smokoski, Patrick Brown, Rita Craig, Michael Goodall, Matthew Lincoln, Ken O'Hara, Orlando Todd

Members Absent: Fredric Ford, Betsy Zietlow

Others Present: Tracy Miller, Director of Community Development
Noelle Tobias, Planning & Zoning Secretary

AMENDMENTS TO THE AGENDA: None

APPROVAL OF THE APRIL 8, 2019 PLANNING COMMISSION MINUTES

Goodall moved and Brown seconded to approve the April 8, 2019 meeting minutes.

A Voice Poll was recorded as follows: All Ayes

Absent: None

MOTION CARRIED

PUBLIC COMMENT (Non-Agenda Items):

None.

FINAL PRELIMINARY PLAT APPROVAL, BERRY FARMS, 33-25-05-22-451-004

Ms. Miller reviewed the staff report for Berry Farms Preliminary Plat (PP). Berry Farms originally received PP approval in 2005. After the 2005 approval was granted, the developer identified wetland issues. This necessitated the submission of a revised/amended PP in 2007 that reduced the lots from 157 (2005) to 118. The 2007 PP was approved by the Township Board on December 4, 2007 with essentially the same conditions as set forth in 2005. These conditions were placed on the project to address resident concerns regarding construction traffic through the adjacent existing residential neighborhoods. If approved, staff recommends including the same conditions.

After the 2007 PP approval, physical construction of Phase 1 commenced. Phase 1 infrastructure is nearly completed, but there are a few items that must still be completed before Phase 1 can receive Final Plat approval. However, the PP has now expired. Therefore, Berry Farms has re-submitted for PP approval.

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The PP has received approval from all agencies, with the exception of the Ingham County Drain Commission (ICDC). However, the Land Division Act permits concurrent approvals by the reviewing agencies, so this is not an issue. Staff has heard informally that there should not be any remaining issues from the ICDC.

If the PC approves the PP, staff recommends an additional condition regarding sidewalks be placed on the approval. This is specifically intended to address an issue that has surfaced multiple times over the last several years. Specifically, any sidewalk that is located adjacent to an area that is not a platted lot within the development, must be installed prior to final plat approval for that phase. This stems from a common occurrence that our department has experienced at the end of construction.

Rick Berry, the applicant, was present. He stated that he spoke ICDC today and was told that ICDC and Dave Love stated it was his belief that all the ICDC requirements had been met and he would let Mr. Berry know for sure by the end of the week.

Brown asked when the project would begin. Miller stated that Berry Farms would have to come back to the Planning Commission (PC) for Final Plat Approval, but that should be relatively quick because most the infrastructure is there.

RECOMMENDED MOTION

Brown moved, seconded by Todd to recommend to the Township Board approval of the preliminary plat with a revision date of May 12, 2019 for Berry Farms Phases 1-6 which contains a total of 118 development lots; all of which are zoned R-1C: One-Family Medium Density Residential, located in the Southeast ¼ of Section 22 and part of the Northeast ¼ of Section 27, parcel numbers 33-25-05-14-451-004 & 33-25-05-27-200-001 with the following conditions:

1. The requirements of the Ingham County Drain Commissioner's Office must be met.
2. During the construction of Phase 1 the developer shall construct a "haul road" from Davlind Drive to Thimbleberry Lane running between lots 59 and 60 of the plat.
3. The 21st building permit shall not be issued until the "haul road" is complete. Beginning with the 21st building permit, all construction traffic shall use the haul road or the permanent County Road once it is constructed.
4. The "haul road" shall be converted to permanent county road before the issuance of the 70th building permit.
5. Sidewalks located adjacent to open space, areas excluded from the plat, or areas not adjacent to a lot, and ADA compliant sidewalk ramps within the development must be installed within each phase of the project, prior to receiving Final Plat approval for that phase.

Discussion: None.

A Roll Call Vote was recorded as follows:

Ayes: Lincoln, Brown, Craig, Goodall, O'Hara, Todd
Nays: None
Absent: Ford, Zietlow
Abstain: Berry-Smokoski

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MOTION CARRIED

FINAL SITE PLAN APPROVAL, SP19-001, REDWOOD LIVING, 33-25-05-23-400-033 & 034

Ms. Miller presented the staff report for the Redwood Living. The applicant received approval from the Township Board of a Conditional Rezoning to RM: Multi Family Residential for this project on December 4, 2018. A conditional rezoning permits a municipality to rezone a property for a specific use, with conditions that will help to ensure that any future development or use does not create difficulty for the Township or surrounding properties. Conditional Rezoning's are enforced using a Statement of Conditions, which is a type of covenant that will run with the land.

Redwood USA LLC, has a purchase agreement for the subject property. Redwood owns, builds, and manages single-story apartment communities throughout the Midwest and South. In Michigan, Redwood has 19 apartment communities. All the company's apartments have two bedrooms, two bathrooms, and an attached garage. Redwood completed a traffic impact assessment during the Conditional Rezoning process. Overall, the traffic impact assessment demonstrated that the vehicle trips generated by the proposed development can be accommodated within the existing road framework.

The site plan has received approval from all reviewing agencies. The applicant is working with the Ingham County Road Department (ICRD) to facilitate the installation of a pedestrian crossing from the Redwood Development to Esker Landing Park, and what will eventually become the Holt to Mason (Hayhoe) Trail. These areas are located on the east side of Cedar Street and the increased user ship from the Redwood Development necessitates a way for pedestrians to safely cross Cedar in proximity to the new development. The applicant will finalize these details with the ICRD and help with the future implementation, which will occur as a part of the Cedar Street Reconstruction project which will be undertaken by the ICRD in a few years.

The development does not incorporate traditional "street lighting". However, the photometric plan suggests that the building mounted lighting adjacent to the internal driveway system should be sufficient to provide adequate lighting. Staff suggests if for some reason after construction this lighting should be inadequate to properly illuminate the integrated sidewalk and roadways areas, placing a condition that the Township would require typical street based lighting.

Discussion: Brown asked where the crosswalk would be located. Ms. Miller stated that the crosswalk would be located south of the round-a-bout but the exact location is to be determined but the approximate location is shown on the site plan.

RECOMMENDED MOTION

Brown moved, seconded by Craig to approve the Final Site Plan (Revision Date of 4-26-2019) submitted by Bergmann Associates for the development of Redwood Living located at Cedar Street & Holbrook (Parcel Number 33-25-05-23-400-033 & 034) 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 applicant work with the Ingham County Road Department (ICRD) to facilitate the installation of a pedestrian crossing for Cedar Street, which will be installed at the time the ICRD undertakes the reconstruction of that road.**

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2. If the building mounted lighting system should be inadequate to properly illuminate the internal drives and walkway areas, the Township will require that the applicant add additional lighting.

A Roll Call Vote was recorded as follows:

Ayes: Berry-Smokoski, Lincoln, Brown, Craig, Goodall, O'Hara, Todd
Nays: None
Absent: Ford, Zietlow
Abstain: None

MOTION CARRIED

PUBLIC HEARING, 2020-2025 Capital Improvement Plan

Ms. Miller explained the Capital Improvements Plan (CIP) process. The CIP is used created as a method to track anticipated capital projects and communicate with the Township Board about those projects, and related costs, prior to their annual budget process. Not all projects listed will ultimately be funded by the Board. The Planning Commission's role is to ensure that projects are consistent with the Township's adopted Master Plan and other land use goals.

Discussion: A few questions regarding the listed projects were asked. Ms. Miller provided additional verbal description.

Public Hearing Opened at 7:06 PM

Public Hearing Closed at 7:06 PM

RECOMMENDED MOTION

Lincoln moved, Goodall seconded to approve the 2020 – 2025 Capital Improvements Plan, as presented, and forward it to the Township Board for their consideration during the preparation of the 2020 Annual Budget.

A Roll Call Vote was recorded as follows:

Ayes: Berry-Smokoski, Lincoln, Brown, Craig, Goodall, O'Hara, Todd
Nays: None
Absent: Ford, Zietlow
Abstain: None

MOTION CARRIED

GENERAL DISCUSSION AND UPDATES

There was general discussion about that status of ongoing projects.

ADJOURNMENT

Meeting adjourned at approximately 7:15 PM

Date: _____

Orlando Todd, Secretary

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