

**DELHI CHARTER TOWNSHIP  
MINUTES OF THE PLANNING COMMISSION HELD ON JUNE 24, 2019**

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The Delhi Charter Township Planning Commission held a regular meeting on Monday, June 24, 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, Fredric Ford, Michael Goodall, Ken O'Hara, Betsy Zietlow

Members Absent: Matthew Lincoln, Orlando Todd

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

**AMENDMENTS TO THE AGENDA: None**

**APPROVAL OF THE JUNE 10, 2019 PLANNING COMMISSION MINUTES**

**Goodall moved and Brown seconded to approve the June 10, 2019 meeting minutes.**

A Voice Poll was recorded as follows: All Ayes

Absent: Lincoln, Todd

**MOTION CARRIED**

**PUBLIC COMMENT (Non-Agenda Items):**

None.

**FINAL SITE PLAN APPROVAL, SP19-002, MICHIGAN STATE FEDERAL CREDIT UNION, 2313 CEDAR STREET, 33-25-05-15-278-009**

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Ms. Tobias reviewed the staff report for this case. The applicant is proposing the construction of a new building for Michigan State Federal Credit Union (MSFCU) that is approximately 4,885 SF in size. There was formerly a gas station at this location. The Downtown Development Authority (DDA) purchased the property in 2015 and demolished the existing building/structures. The property is now vacant and is a Brownfield Site. MSFCU purchased the property in 2018 to build a branch office at this location.

The site plan has been approved by all reviewing agencies with the exception of the Ingham County Road Department (ICRD). The plans have been reviewed by the ICRD, who must approve a right-of-way permit so that MSFCU can connect to the 12" water line located on the east side of Cedar Street. The ICRD has indicated that this approval is forthcoming, but due to their internal timing, it was not able to be completed prior to the Planning Commission's (PC's) approval of this project. Staff suggests that the PC approve the plan, with the condition that the applicant must comply with the requirements of the ICRD.

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Scott Maynard of Neumann Smith Architecture was present.

Discussion: Mr. Brown asked if it was going to be a cut in the road on Cedar Street or if they planned on boring. Ms. Miller indicated they would need to cut the road but that the ICRD will require a smooth full lane width patch.

**MOTION**

**Brown moved, seconded by Goodall, to approve the Final Site Plan prepared by Neumann Smith, with a revision date of 6/5/2019, for the construction of a 4,885 SF Michigan State Federal Credit Union building located at 2313 Cedar Street (Parcel Number 33-25-05-15-27-009) based on meeting the Zoning Ordinance requirements for Site Plan Review and approval pursuant to Section 3.3. The following condition to apply:**

- 1. The requirements of the Ingham County Road Department's Office must be met.**

**A Roll Call Vote was recorded as follows:**

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

**Discussion: None.**

**MOTION CARRIED**

**FINAL SITE PLAN APPROVAL, SP19-004, CR MANAGEMENT, 5127 AURELIUS ROAD, 33-25-05-02-100-005**

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Ms. Tobias reviewed the staff report for this case. The applicant is proposing to add a 10,560 SF building on a currently developed site. The existing buildings provide multi-tenant lease spaces in the C:2 zoning district. The new building will be used in the same manner. The property is located on the east side of Aurelius, just south of Jolly Road. The site plan has been approved by all reviewing agencies and conforms to the site plan development requirements for Delhi Township.

Ms. Miller indicated that the property located to the north is owned by Consumers Energy. CR Management has a license from Consumers to use that property for parking. However, the sidewalk does not extend through to the corner of Aurelius and Jolly because the applicant does not own the property.

Robin Mosley, the owner of CR Management, was present, as well as Eric Iverson, of LSG Engineers & Surveyors.

Discussion: Mr. Brown asked if the current building were 100% occupied. Mr. Mosley stated yes.

**MOTION**

**Brown moved, seconded by Zietlow, to approve the Final Site Plan submitted LSG Engineers & Surveyors, with a revision date of 6/18/19, for the construction of a 10,560 SF**

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building at 5127 Aurelius Road (Parcel Number 33-25-05-02-100-005) based on meeting the Zoning Ordinance requirements for Site Plan Review and approval pursuant to Section 3.3.

**A Roll Call Vote was recorded as follows:**

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

**Discussion:** None.

**MOTION CARRIED**

**GENERAL DISCUSSION AND UPDATES**

There was general discussion about that status of ongoing projects.

**ADJOURNMENT**

Meeting adjourned at approximately 6:45 PM

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

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Orlando Todd, Secretary

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