



This meeting will be held in person  
In Public Meeting Room A  
Delta Administration Building  
7710 West Saginaw Highway  
Lansing, MI 48917

**TOWNSHIP BOARD REGULAR MEETING  
AGENDA**

**Monday, November 11, 2024 - 6:00 PM**

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This meeting will be streamed live for viewing only at:

<https://us02web.zoom.us/j/84223763746?pwd=UIYvaC8rcm5BT2diWm5kanFKaEhyZz09>

Meeting ID: 842 2376 3746

Passcode: 674702

For the hearing impaired, please call 711 (TTY Support) to access the FCC's phone relaying service and provide the following phone number 1-312-626-6799.

*Please note all public comments must be made in person.*

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**I. CALL TO ORDER**

**II. OPENING CEREMONIES**

**III. ROLL CALL** – Members: Acting Supervisor/Clerk Mary R. Clark, Treasurer Dennis R. Fedewa, Trustee Elizabeth (Beth) S. Bowen, Trustee Fonda J. Brewer, Trustee Andrea M. Cascarilla, and Trustee Karen J. Mojica

**IV. PRESENTATIONS AND PROCLAMATIONS**

**1. Veteran's Day Resolution**

**V. SET/ADJUST AGENDA**

**VI. PUBLIC HEARINGS** - Members of the public at the meeting shall not speak unless recognized by the chair. Members of the public shall be limited to speaking for a maximum of three (3) minutes during a public hearing. Prior to speaking, members of the public must also identify themselves with their name and address.

**VII. COMMUNICATIONS**

**2. Bank Intercounty Drain Tree Clearing Notice**

**VIII. PUBLIC COMMENTS (maximum three minutes)**

**IX. INTRODUCTION OF ORDINANCES**

**X. PASSAGE OF ORDINANCES**

**XI. CONSENT AGENDA** – Anyone may request item(s) to be pulled from the consent agenda for discussion. If left on the consent agenda, the items will be voted on by a roll call vote of the Board en masse. Then, the individual item(s) will be discussed and voted upon.

**3. Bills and Financial Transactions**

- a. **\$ 2,846,728.33**

**4. Minutes**

- a. **October 21, 2024**

**5. Acceptance of the Utility Agreement for 2200 Snow Rd – Spadafore Industrial**

The Engineering Department recommends that the Delta Township Board approve the Municipal Utility Agreement submitted by Spadafore Distributing Company also known as Spadafore Light Industrial, for the extension of the public water main and sanitary sewer service leads to serve the proposed Spadafore Light Industrial development at 2200 Snow Road, Lansing MI 48917

**6. Huber Strain Press Repair for WRRF**

The Utility Department recommends that the Delta Township Board approve the sole source purchase of necessary parts in the amount of \$35,721.63.

**7. Rezoning # PRZ2024-0004 (Todd Kosta), rezone 0.95-acre parcel at 6020 W. Saginaw Hwy., (Parcel #040-088-005-030-00) from O (Office) to C (Commercial)**

The Planning Department recommends the Delta Township Board introduce the rezoning request from Todd Kosta to rezone a 0.95 acre parcel at 6020 W. Saginaw Hwy. (Parcel #040-088-005-030-00), from O (Office) to C (Commercial).

**XII. ITEMS REMOVED FROM CONSENT AGENDA FOR DISCUSSION**

**XIII. ITEMS ADDED TO AGENDA UNDER SECTION V. SET/ADJUST AGENDA**

**XIV. OLD ITEMS OF BUSINESS**

**XV. NEW ITEMS OF BUSINESS**

**8. Rezoning #PRZ2024-003 (K-2 Retail Construction & Development) - rezone 39.27 acres in Delta Crossings development from AG2 (Agricultural) to C (Commercial)**

The Planning Department recommends that the Delta Township Board approve the requested rezoning of 39.27 acres located in the Delta Crossings development along the west side of Interstate 69/96 from AG2 (Agricultural) to C (Commercial).

**9. Special Land Use Permit #PSL2024-0012 (K-2 Retail Construction & Development) - construct large-scale retail establishment in Phase 4a of the Delta Crossings development**

The Planning Department recommends approval of the Special Land Use Permit request to construct a large-scale retail establishment in Phase 4a of the Delta Crossings development on the north side of W. Saginaw Hwy., west of Interstate 69/96 (Parcel #040-009-300-033-04).

**10. Special Land Use Permit #PSL2024-0013 (K-2 Retail Construction & Development) - establish vehicle sales/leasing and service facility within Bass Pro Shops retail building at Delta Crossings**

The Planning Department recommends approval of the Special Land Use Permit request to establish a vehicle sales/leasing and service facility within a Bass Pro Shop retail building In the Delta Crossings development on the north side of W. Saginaw Hwy., west of Interstate 69/96 (Parcel #040-009-300-033-04).



**11. Salary Schedules and Compensation Adjustments effective January 1, 2025**

Delta Township Board approve adjusting the current full-time Salary Schedule wages, part-time Salary Schedule wages, the annual compensation of Brian Reed, Township Manager, and the annual compensation of the Township Board by 3% to be effective January 1, 2025.

**XVI. CLOSED SESSION**

**XVII. MANAGER'S REPORT**

**XVIII. COMMITTEE OF THE WHOLE**

**12. Saginaw Hwy CIA Update**

**13. Anderson Park Hours Conversation**

**XIX. PUBLIC COMMENTS (maximum three minutes)**

**XX. ADJOURNMENT**

**CHARTER TOWNSHIP OF DELTA**

**MARY R. CLARK, TOWNSHIP CLERK**  
**Phone (517) 323-8500**

*Individuals with disabilities attending Township meetings or hearings and requiring auxiliary aids or services should contact Township Manager and ADA Coordinator Brian T. Reed by email at [manager@deltami.gov](mailto:manager@deltami.gov) or calling (517) 323-8590 to inform him of the date of the meeting or hearing that will be attended. Copies of minutes may be purchased or viewed in the Clerk's Office from 8 a.m. to 5 p.m., Monday through Friday.*



## CHARTER TOWNSHIP OF DELTA RESOLUTION OF RECOGNITION OF VETERAN'S DAY 2024

**WHEREAS,** Delta Township recognizes the immeasurable bravery, dedication, and sacrifices made by the nearly 2,800 veterans who reside in our community; and

**WHEREAS,** Local veterans have fought on behalf of their country in every major conflict the United States has engaged in since the Civil War, in which Michigan provided the greatest number of people per capita to the Union forces; and

**WHEREAS,** The selfless service and unwavering commitment exhibited by these veterans have played a pivotal role in upholding the values of freedom and security cherished by the people of our community and the entire nation; and

**WHEREAS,** The veterans that reside in our Township represent a diverse tapestry of individuals uniting under the common purpose of protecting our country's freedoms; and

**WHEREAS,** On this solemn occasion of Veterans Day, the Delta Township Board pays tribute to the valiant individuals who have served in the United States Armed Forces, displaying extraordinary courage in defense of our nation and its principles; and

**WHEREAS,** These esteemed veterans have demonstrated resilience, fortitude, and sacrifice, often leaving behind their families and risking their lives in the name of duty, honor, and service to our great nation.

**NOW, THEREFORE BE IT RESOLVED,** that on this Veterans Day, November 11, 2024, the Delta Township Board offers its heartfelt gratitude and recognition to the veterans in our community for their outstanding service, bravery, and commitment to defending the freedoms and liberties cherished by all citizens.

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Mary R. Clark, Clerk & Acting Supervisor

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Dennis R. Fedewa, Treasurer

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Elizabeth S. Bowen, Trustee

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Fonda J. Brewer, Trustee

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Andrea M. Cascarilla, Trustee

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Karen J. Mojica, Trustee





**BANK INTERCOUNTY DRAIN DRAINAGE BOARD**

**October 30, 2024**

**TREE CLEARING NOTICE**

**Drain:** Bank Intercounty Drain, Eaton & Ingham County

**Location:** See attached map

**Expected Date of Work:** November 2024 – March 2025

**Questions:** (989) 798-7251 – Kris Koko, Spicer Group

This notice is to inform you that the Bank Intercounty Drain Drainage Board intends to perform work within the drain easement on your property during the above expected time frame. The work will include tree removal within the drain easement. A map is included with this notice for your reference.

All tree clearing work is taking place during the above time frame in order to protect any potential threatened and endangered bat species. Contractors or survey crew may be on site throughout the duration of the clearing.

If you have special considerations for work performed in your drain easement, please contact the number above as soon as possible so that accommodations may be made.

Thank you for your cooperation.

Sincerely,  
Bank Intercounty Drain Drainage Board



# **TREE CLEARING MAP** **BANK INTERCOUNTY DRAIN** **EATON & INGHAM COUNTIES**



**DELTA CHARTER TOWNSHIP  
FINANCE REPORT  
FOR TOWNSHIP BOARD MEETING  
11/11/2024**

Disbursement requests listed on the following pages, totaling \$2,846,728.33 have been received and reviewed by the Manager, Finance Director, and Clerk. It is recommended that all listed vouchers be approved for payment.

Payroll & Related	882,726.50
Refunds	21,764.67
Tax Distributions	337,697.85
Vendor Claims	<u>1,604,539.31</u>
Total	<u><u>\$ 2,846,728.33</u></u>

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Mary R. Clark, Acting Supervisor/Township Clerk

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Dennis R. Fedewa, Township Treasurer



**PAYABLES FOR DELTA CHARTER TOWNSHIP**  
**BOARD AGENDA DATE**  
**11/11/2024**

<b>Check Date</b>	<b>Invoice Vendor</b>	<b>Description</b>	<b>Amount</b>
10/16/2024	CSC	RECORDING EASEMENT FOR SNOW RD	40.00
10/17/2024	CSC	DELTA MILLS PARK DECLARATION & NOTICE	40.00
10/21/2024	EATON COUNTY TREASURER	TAX DISTRIBUTIONS 10/01-15/24	79,982.12
10/21/2024	EATON RESA	TAX DISTRIBUTIONS 10/01-15/24	11,315.98
10/21/2024	GRAND LEDGE PUBLIC SCHOOLS	TAX DISTRIBUTIONS 10/01-15/24	75,396.05
10/21/2024	INGHAM INTERMEDIATE SCHOOLS	TAX DISTRIBUTIONS 10/01-15/24	18,590.07
10/21/2024	LANSING COMMUNITY COLLEGE	TAX DISTRIBUTIONS 10/01-15/24	23,265.24
10/21/2024	WAVERLY COMMUNITY SCHOOLS	TAX DISTRIBUTIONS 10/01-15/24	23,579.69
10/22/2024	CONSUMERS ENERGY	SERVICE @ 8432 DELTA MARKET (8/29/2024-9/29/2024)	16.00
10/23/2024	ACCIDENT FUND INSURANCE	WORKERS COMP INSTALLMENT	52,146.50
10/23/2024	BRUTSCHE CONCRETE PRODUCTS	DOWN PAYMENT ON COLUMBARIUM	42,550.00
10/23/2024	CANON FINANCIAL SERVICES, INC.	MONTHLY COPIER CONTRACT CHARGE -OCT24	1,163.44
10/23/2024	RALPH DELL	CEMETERY OPENING REFUND	300.00
10/23/2024	CONSUMERS ENERGY	SERVICE @7710 W SAGINAW 9/11/24-10/8/24	604.00
10/23/2024	JOHN DEERE FINANCIAL	SUPPLIES & MATERIALS FOR MULTIPLE DEPART	356.05
10/23/2024	GRANGER	TRASH SERVICES OCT24	2,563.82
10/23/2024	HAMMOND FARMS	LAWN MIX	76.00
10/23/2024	ROSS JONES	UMPIRE FOR SUMMER AND FALL ADULT SOFTBALL	200.00
10/23/2024	MCMAMARA'S HEATING & COOLING	REPAIR AT TEMP SHERIFF SUBSTATION	287.50
10/23/2024	METRONET	SERVICE @ WRRF & TWP HALL & ENRICHMENT CENTER	1,501.37
10/23/2024	OLIVER, JAMES C & GEZELLE C	REFUND OF FIRE SURETY 1027 MEADOWVIEW	15,009.00
10/23/2024	NATHAN DOLMAN	MEAT THERMOMETER	20.13
10/23/2024	MARK CLARK	REFUND DEPOSIT	300.00
10/23/2024	DEREK EVANS	REFUND-DEPOSIT	300.00
10/23/2024	BARBARA ROSSI	BARRE FITNESS CLASSES	312.00
10/23/2024	SAFEBUILT	PLAN REVIEW	686.80
10/25/2024	BLUE CROSS BLUE SHIELD OF MICHIGAN	HEALTH INSURANCE - NOVEMBER 2024	182,533.06
10/25/2024	DELTA DENTAL PLAN OF MICHIGAN	DENTAL INSURANCE - NOVEMBER 2024	15,447.98

10/25/2024	GANNETT MICHIGAN LOCALIQ	NOTARIZED ADVERTISING	158.00
10/25/2024	HUMANA INSURANCE CO.	RETIREEES MEDICAL INSURANCE - NOV 2024	21,372.45
10/28/2024	CONSUMERS ENERGY	SERVICE @ MULT LOCATIONS (8/28/2024-9/26/2024)	1,404.68
10/31/2024	CONSUMERS ENERGY	SERVICE @ MULT LOCATIONS (9/7/2024-10/4/2024)	123.98
10/31/2024	LANSING BOARD OF WATER & LIGHT	SERVICE @ 5626 RIVER RIDGE (9/2/2024-10/3/2024)	283.79
10/31/2024	INTERSTATE BILLING SERVICES, INC	OIL/HOSE/HOSE FITTING	242.63
10/31/2024	ALTOGAS	PROPANE FOR FORK TRUCK	26.40
10/31/2024	AT&T	PHONE SERVICE @ RECYCLING CENTER	189.23
10/31/2024	AUTO VALUE PARTS STORE	FILTERS, CLEANERS, & SOLVENT	518.36
10/31/2024	BDI	3" HOSE ASSEMBLY	2,270.34
10/31/2024	BERNARDIN, JENNIFER	DELTA 39'S - MACKINAC/GRAND HOTEL TRIP	540.00
10/31/2024	BLUESTONE PSYCH	POST-COE	990.00
10/31/2024	EATON COUNTY	56A DISTRICT COURT PMTS - SEPT 2024	1,025.22
10/31/2024	ENCOMPASS EAP LLC	EMPLOYEE EAP	572.40
10/31/2024	ETNA SUPPLY COMPANY	O-RINGS FOR SENSUS OMNIS	15.00
10/31/2024	FACILITY SOLUTIONS, INC.	JANITORIAL SUPPLIES	102.90
10/31/2024	FERGUSON WATERWORKS #3386	WRRF WATER MAIN PROJECT & CURB BOXES	2,593.88
10/31/2024	FIBERTEC ENVIRONMENTAL SERVICES	DT-CAT-001 CEC BLDG - A22582 & NPDES LOCAL LIMITS	686.00
10/31/2024	GRAND LEDGE AUTO PARTS	BATTERIES & O-RINGS	557.63
10/31/2024	GORDON FOOD SERVICE, INC.	LUNCH ITEMS FOR RECYCLE STAFF	382.89
10/31/2024	MORRIE'S GRAND LEDGE FORD LINCOLN	BRAKE KIT & ROTORS	303.80
10/31/2024	KENNETH HERMAN	COMM PESTICIDE APPLICATION CERT REIMBURSEMENT	75.00
10/31/2024	KENDALL ELECTRIC INC.	ROCKWELL WIRE # PRINTER SOFTWARE & LIGHTS	735.83
10/31/2024	RICK KINSMAN	REIMBURSEMENT - FOOD	64.73
10/31/2024	LANSING BOARD OF WATER & LIGHT	LAB FEES - SEPT 2024	338.75
10/31/2024	KELVIN MCGILL	FALL BASKETBALL CAMP-TWO SESSIONS	857.50
10/31/2024	MENARDS	MISC PARTS, TOOLS, & SUPPLIES	468.95
10/31/2024	BRENNAN BUNKER	EXPENSE REPORT - ROPE TECH TRAINING	1,171.02
10/31/2024	COREY ZVERINA	LODGING - MICHIGAN OUTDOOR SUMMIT	263.44
10/31/2024	MONEYBALL SPORTSWEAR	TROPHIES	540.00
10/31/2024	MOTION INDUSTRIES, INC.	GEARBOX BEARINGS/SEALS	167.75
10/31/2024	MUNICIPAL SUPPLY CO.	4"X20" REPAIR CLAMP WMB 7TH DAY ADV FIRELINE	389.00
10/31/2024	MICHIGAN WATER ENVIRONMENT ASSOC.	M MCKANE ANNUAL MEMBERSHIP DUES	95.00



10/31/2024	PAXTON COUNTERTOPS	COUNTERTOP REPLACEMENT FIRE STATION 1	5,741.68
10/31/2024	JOSHUA PRITZLAFF	4 GAMES WORKED-YOUTH SPORTS - REISSUE CK 332700	60.00
10/31/2024	PVS TECHNOLOGIES, INC.	FERRIC CHLORIDE SOLUTION	10,595.20
10/31/2024	ROBINSON FARMS	STRAW WATER OPS LANDSCAPING	108.00
10/31/2024	JOHN ROSSI	INSTRUCTOR FEES FOR TRX SUSPENSION TRAINING	360.00
10/31/2024	SMART BUSINESS SOURCE	OFFICE SUPPLIES -ENRICHMENT CENTER	165.10
10/31/2024	STATE OF MICHIGAN	WW CEC RENEWAL APPLICATION FEES (5)	250.00
10/31/2024	STATE OF MICHIGAN	DRINKING WATER COURSE RENEWAL (5)	250.00
10/31/2024	POLLACK, ROBERT & THERESA L.	REFUND STAX 24 040-006-100-076-00	673.84
10/31/2024	LERETA, LLC	REFUND STAX 24 040-050-550-470-00	3,212.41
10/31/2024	EQUITY TRUST COMPANY	REFUND W/S FOR ACCOUNT: 00020607	108.72
10/31/2024	DE & T MICHIGAN INC	REFUND W/S FOR ACCOUNT: 00039247	15.93
10/31/2024	LORE, TRAVIS	REFUND W/S FOR ACCOUNT: 00037456	30.95
10/31/2024	SNEARY, RICHARD	REFUND W/S FOR ACCOUNT: 00035299	42.66
10/31/2024	TITLE RE SOURCE AGENCY	REFUND W/S FOR ACCOUNT: 00005682	5.90
10/31/2024	GENOVESE, JEREMY	REFUND W/S FOR ACCOUNT: 00038586	93.73
10/31/2024	MILMINE, KAREN	REFUND W/S FOR ACCOUNT: 00032054	32.22
10/31/2024	TAYLOR, ARLENE	REFUND W/S FOR ACCOUNT: 00020794	20.97
10/31/2024	CROSS, THOMAS	REFUND W/S FOR ACCOUNT: 00033358	76.39
10/31/2024	HAMILTON ROAD LIMITED	REFUND W/S FOR ACCOUNT: 00039190	27.22
10/31/2024	ALLEN EDWIN HOME BUILDERS, LLC	REFUND W/S FOR ACCOUNT: 00038702	39.95
10/31/2024	MCKESSY, MURIEL KAY	REFUND W/S FOR ACCOUNT: 00014800	9.98
10/31/2024	VANHORN, NATHAN	REFUND W/S FOR ACCOUNT: 00037651	69.13
10/31/2024	THOMPSON, JOHN	REFUND W/S FOR ACCOUNT: 00002553	25.42
10/31/2024	BURCH, PENELOPE KAY	REFUND W/S FOR ACCOUNT: 00032354	27.00
10/31/2024	BUNCE, JOHN	REFUND W/S FOR ACCOUNT: 00004011	31.26
10/31/2024	RIVERA II, MARCO	REFUND W/S FOR ACCOUNT: 00038550	98.97
10/31/2024	MILTON, KIMBLYN	REFUND W/S FOR ACCOUNT: 00032497	51.42
10/31/2024	GUDAKUNST, CRAIG	REFUND W/S FOR ACCOUNT: 00025301	21.34
10/31/2024	BALAADEVA, LEXIE	REFUND W/S FOR ACCOUNT: 00038863	83.49
10/31/2024	ATA NATIONAL TITLE GROUP, LLC	REFUND W/S FOR ACCOUNT: 00002192	11.96
10/31/2024	BURNELL, ALICIA	REFUND W/S FOR ACCOUNT: 00035446	29.91
10/31/2024	LINTON, VERNON	REFUND W/S FOR ACCOUNT: 00002666	18.64

10/31/2024	MCCOURY, MONICA	REFUND W/S FOR ACCOUNT: 00039011	44.00
10/31/2024	CORNERSTONE TITLE SERVICES, LLC	REFUND W/S FOR ACCOUNT: 00004882	8.17
10/31/2024	KING, ALEXIS	REFUND W/S FOR ACCOUNT: 00003083	34.87
10/31/2024	BECK, BARRY	REFUND W/S FOR ACCOUNT: 00034550	15.88
10/31/2024	WEST SAGINAW INC	REFUND W/S FOR ACCOUNT: 00012678	1,116.55
10/31/2024	STARVEST LANSING, LLC	REFUND W/S FOR ACCOUNT: 00035532	6.81
10/31/2024	DOERSAM, PAUL	REFUND W/S FOR ACCOUNT: 00028446	19.06
10/31/2024	CENTURY PARK YES COMMUNITIES	REFUND W/S FOR ACCOUNT: 00038024	50.92
10/31/2024	BOUND TREE MEDICAL, LLC	MEDICAL SUPPLIES	2,381.30
10/31/2024	BOYNTON FIRE SAFETY SERVICE	SERVICE CALL FOR FIRE EXTINGUISHER	305.00
10/31/2024	BRINDLEE MOUNTAIN FIRE APPARATUS	2001 SMEAL PLATFORM SALE	1,000.00
10/31/2024	CANON FINANCIAL SERVICES, INC.	MONTHLY COPIER CONTRACT CHARGE -OCT24	234.00
10/31/2024	CLASSIC COFFEE CO.	COFFEE, CREAM, SUGAR - STATIONS #1 & #3	280.00
10/31/2024	IZZY'S GLASS AND DOOR	REPLACE IGU	2,457.50
10/31/2024	MICHIGAN COMPANY, INC.	JANITORIAL SUPPLIES	470.94
10/31/2024	DAVE MILLER	JACKET REPAIR	25.00
10/31/2024	NANCY WOODRUFF (APPLES THE CLOWN)	CLOWN SERVICES	250.00
10/31/2024	PJ'S TOWING, LLC	TOW - TICKET #220429	125.00
10/31/2024	QUALITY TIRE, INC.	FORD F-150 121X624	22.00
10/31/2024	UPS	SHIPPING CHARGES	26.47
11/01/2024	CHASE	WATER SYSTEM BOND	6,063.75
11/01/2024	INSIGHT NORTH AMERICA LLC	INVESTMENT ADVISORY SERVICES	2,265.08
11/01/2024	HOMESTEAD BARNS	MOUNT HOPE BARN	12,409.00
11/01/2024	COURTNEY NICHOLLS	POSITIVE PAY TEST	10.00
11/06/2024	A & L LOCKSMITH, LLC	KEYS	53.70
11/06/2024	AMBS MESSAGE CENTER	ANSWERING SERVICE -10/1/24-10/31/24	30.00
11/06/2024	AUTO VALUE PARTS STORE	LAWN /AUTO PARTS	166.99
11/06/2024	DAN BENNETT	EMS LICENSE RENEWAL FEE	25.00
11/06/2024	BLUESTONE PSYCH	POST-COE	495.00
11/06/2024	MARY CLARK	SNACKS FOR ELECTION CLASSES	28.65
11/06/2024	CONSUMERS ENERGY	SERVICE @ 7419 E MT HOPE HWY (09/23/24-10/21/24)	883.78
11/06/2024	DAVID CHAPMAN AGENCY, INC.	MVR FOR NEW HIRES	45.00
11/06/2024	GORDON FOOD SERVICE, INC.	BEVERAGES & MEALS - DELEAFING	237.16

11/06/2024	HAMMOND FARMS	LAWN MIX	38.00
11/06/2024	ERIN INMAN	KNITTING/CROCHETING CLASSES	168.00
11/06/2024	IRON HORSE EXCAVATION	MT HOPE PARK PROJECT	97,344.48
11/06/2024	LOOMIS	ARMORED SERVICE -OCT24	883.04
11/06/2024	MENARDS	MAINTENANCE SUPPLIES	161.42
11/06/2024	JIM MOSES	GENEALOGY CLASSES	72.00
11/06/2024	OHM ADVISORS	WILLOW FM ENGINEERING	22,116.25
11/06/2024	TRACTOR SUPPLY CREDIT PLAN	STATEMENT FOR SUPPLIES & MATERIALS - OCT 24	196.33
11/06/2024	TRI-COUNTY REGIONAL PLANNING COMM	FEES FOR GROUNDWATER MGMT BOARD	11,232.00
11/06/2024	UPS	SHIPPING CHARGES	10.76
11/06/2024	DAVID WALIGORA	MAP CONFERENCE REIMBURSEMENT	656.53
11/06/2024	VOYANT COMMUNICATIONS	PHONE & INTERNET SERVICE	3,745.44
11/06/2024	SUNLIFE INSURANCE	934912-0001 OCT 24	1,914.78
11/07/2024	EATON COUNTY TREASURER	TAX DISTRIBUTIONS 10/16-31/24	41,537.64
11/07/2024	EATON RESA	TAX DISTRIBUTIONS 10/16-31/24	3,939.95
11/07/2024	GRAND LEDGE PUBLIC SCHOOLS	TAX DISTRIBUTIONS 10/16-31/24	12,478.61
11/07/2024	INGHAM INTERMEDIATE SCHOOLS	TAX DISTRIBUTIONS 10/16-31/24	12,495.59
11/07/2024	LANSING COMMUNITY COLLEGE	TAX DISTRIBUTIONS 10/16-31/24	13,966.90
11/07/2024	WAVERLY COMMUNITY SCHOOLS	TAX DISTRIBUTIONS 10/16-31/24	21,150.01
11/11/2024	LANSING BOARD OF WATER & LIGHT	SERVICE @ MULT LOCATIONS (9/2/2024-10/12/2024)	83,829.02
11/12/2024	LANSING BOARD OF WATER & LIGHT	SERVICE @ MULT LOCATIONS (09/14/24-10/13/24)	202.54
11/13/2024	AIRGAS USA, LLC	OXYGEN	286.20
11/13/2024	AMERICAN PLANNING ASSOCIATION	APA / AICP MEMBERSHIP	627.00
11/13/2024	AMERICAN RENTALS, INC.	PORTABLE TOILETS	975.00
11/13/2024	TELEFLEX LLC	NEEDLE SET AND STABILIZER	665.00
11/13/2024	AUTO VALUE PARTS STORE	LIFT SUPPORT PO#433 & BATTERY	287.12
11/13/2024	BENESCH	TRAFFIC STUDY REVIEW & PROF SVCS	4,568.62
11/13/2024	BOUND TREE MEDICAL, LLC	MEDICAL SUPPLIES	9,585.49
11/13/2024	BOYNTON FIRE SAFETY SERVICE	FIRE EXTINGUISHER SUPPLIES & SERVICE CALL	980.00
11/13/2024	BS&A SOFTWARE	SERVICE FEE FOR PERMIT APPLICATIONS 7/9/24-10/2/24	1,198.00
11/13/2024	CAPITAL EQUIPMENT & SUPPLY	LAWNMOWER REPAIR & SUPPLIES	1,254.80
11/13/2024	CDW GOVERNMENT, INC.	SONICWALL, CAMERA ARMS, ADOBE RENEWAL, & CHROME LIC	8,750.64
11/13/2024	CHROUCH COMMUNICATIONS, INC.	RADIO MAINTENANCE	150.00

11/13/2024	DEERE & COMPANY	GATOR #XUV835R - CROSSOVER UTILITY VEHICLE	17,958.38
11/13/2024	DINGES FIRE COMPANY	DRAGER BATTERIES, SCBA SERVICE, BATTERIES	7,249.49
11/13/2024	EATON COUNTY	WORKCREW SERVICES	1,650.00
11/13/2024	EATON COUNTY TREASURER	2024 DELTA PRE CHANGE	110.12
11/13/2024	EATON COUNTY ROAD COMMISSION	SIGNAL ENERGY FOR CANAL/SNOW/WAV CROSS -JULY	25.56
11/13/2024	EATON COUNTY ROAD COMMISSION	SIGNAL ENERGY FOR CANAL/SNOW/WAV CROSS -MAY	25.60
11/13/2024	EATON COUNTY ROAD COMMISSION	SIGNAL ENERGY FOR CANAL/SNOW/WAV CROSS -APRIL	268.18
11/13/2024	EATON COUNTY ROAD COMMISSION	SIGNAL ENERGY FOR CANAL/SNOW/WAV CROSS -AUGUST	25.59
11/13/2024	EATON COUNTY ROAD COMMISSION	SIGNAL ENERGY FOR CANAL/SNOW/WAV CROSS -JUNE	25.55
11/13/2024	FLAT OUT GRAPHICS	T-SHIRTS	46.00
11/13/2024	GEODETIC DESIGNS, INC.	MAPPING-HAWK MEADOW PARK	2,900.00
11/13/2024	GREAT LAKES EXPRESS SERVICE, INC.	MONTHLY MAIL SERVICE-OCT24	368.00
11/13/2024	I/O SOLUTIONS, INC.	NEXT GENERATION FIREFIGHTER/EMT EXAMS	107.00
11/13/2024	MACQUEEN EMERGENCY GROUP	CAIRNS HELMET	642.86
11/13/2024	MCMAMARA'S HEATING & COOLING	AC REPAIR	186.00
11/13/2024	MIKE'S LANDSCAPING OF DAVISON LLC	2024 SIDEWALK REPLACEMENT PROGRAM	62,500.50
11/13/2024	NEW PIG CORPORATION	SPILL CONTAINMENT POOL/STORAGE BAG	281.10
11/13/2024	NYE UNIFORM	UNIFORMS	1,091.71
11/13/2024	PROVIDENCE CONSULTING COMPANY	MICROSOFT PRODUCT	2,170.20
11/13/2024	QUALITY TIRE, INC.	AMBULANCE & FIRE TRUCK REPAIR	676.04
11/13/2024	REVIZE, LLC	ANNUAL FEE 11/30/24-11/29/25	2,400.00
11/13/2024	SAFEWARE, INC.	KIT, REMOTE TEFLON SAMPLE DRAW, & GAS LITE DETECTOR	2,541.70
11/13/2024	SEILER INSTRUMENT & MFG CO, INC.	FLAG,WIRE,30"-PINK GLO	13.15
11/13/2024	SMART BUSINESS SOURCE	OFFICE SUPPLIES	165.10
11/13/2024	SME	ENGINEERING SERVICES FOR SHERIFF SUBSTATION	3,872.15
11/13/2024	STATE OF MICHIGAN	WSSN : MT HOPE PARK	137.42
11/13/2024	TRI-COUNTY REGIONAL PLANNING COMM	FY2025 DUES FOR STORMWATER MANAGEMENT	9,090.94
11/13/2024	ZOLL MEDICAL CORP	MEDICAL SUPPLIES	1,381.80
11/14/2024	LANSING BOARD OF WATER & LIGHT	SERVICE @ MULT LOCATIONS (09/16/24-10/17/24)	890.04
11/18/2024	LANSING BOARD OF WATER & LIGHT	SERVICE @ MULT LOCATIONS (09/17/24-10/18/24)	10,020.63
11/19/2024	LANSING BOARD OF WATER & LIGHT	SERVICE @ MULT LOCATIONS (09/21/24-10/20/24)	107.57
11/20/2024	THE CHRISTMAN COMPANY	SHERIFF SUBSTATION PROJECT	820,176.95

11/22/2024 WEX BANK

FUEL PURCHASES FOR TWP FLEET - OCT 24

15,344.02

PAYABLES

\$ 1,964,001.83

PAYROLL PAY ENDING 10/12/24

\$ 447,970.04

PAYROLL PAY ENDING 10/26/24

\$ 434,756.46

\$ 2,846,728.33

**CHARTER TOWNSHIP OF DELTA**  
Public Meeting Room A  
Delta Township Administration Building  
7710 West Saginaw Highway  
Lansing, MI 48917

**TOWNSHIP BOARD REGULAR MEETING MINUTES FOR  
MONDAY, OCTOBER 21, 2024**

**I. CALL TO ORDER**

Acting Supervisor Clark called the meeting to order at 6:00pm.

**II. OPENING CEREMONIES – Pledge of Allegiance**

**III. ROLL CALL**

Members Present: Acting Supervisor Mary R. Clark, Acting Clerk Dennis R. Fedewa, Trustee Elizabeth S. Bowen, Trustee Fonda J. Brewer, and Trustee Andrea M. Cascarilla

Members Absent: Trustee Karen J. Mojica

Others Present: Manager Brian T. Reed, Finance Director Courtney Nicholls, Township Engineer Jacob Kleinhenz, Acting Fire Chief John Kahler, Lieutenant Preston Dahlgren, Deputy Manager Erin LaPere, Assistant to the Manager/Communications Administrator Mary Worland, Planning & Economic Development Peter Menser, Associate Planner Hope Wojack, Utilities Director Rick Kane.

TRUSTEE CASCARILLA MOVED TO EXCUSE TRUSTEE MOJICA FROM THE OCTOBER 21, 2024, REGULAR BOARD MEETING.

TRUSTEE BOWEN SUPPORTED THE MOTION. THE MOTION PASSED 5-0.

**IV. PRESENTATIONS AND PROCLAMATIONS**

**V. SET/ADJUST AGENDA**

TREASURER FEDEWA MOVED TO APPROVE THE AGENDA AS PRESENTED.

TRUSTEE CASCARILLA SUPPORTED THE MOTION. THE MOTION PASSED 5-0.

**VI. PUBLIC HEARING**

MONDAY, OCTOBER 21, 2024, TOWNSHIP BOARD MINUTES – REGULAR  
MEETING CHARTER TOWNSHIP OF DELTA

A public hearing was held regarding the fiscal year 2025 budget. No members of the public spoke.

**1. FY 2025 Budget**

TRUSTEE CASCARILLA MOVED THAT THE DELTA TOWNSHIP BOARD  
ADOPT THE BUDGET FOR 2025 BY APPROPRIATING FUNDS AS  
FOLLOWS:

**\$23,862,900** for the general fund;  
**\$6,017,000** for the public safety fund;  
**\$142,000** for the brownfield redevelopment fund;  
**\$26,000** for the economic development corporation fund;  
**\$110,500** for the corridor improvement authority;  
**\$347,000** for the debt service fund – library bond;  
**\$1,770,500** for the debt service fund – sheriff substation bond;  
**\$9,956,440** for the sewer enterprise fund;  
**\$7,030,000** for the water enterprise fund.

Estimated revenues to support the appropriations above are:

**\$21,310,000** for the general fund;  
**\$6,017,000** for the public safety fund;  
**\$145,000** for the brownfield redevelopment fund  
**\$279,100** for the corridor improvement authority  
**\$347,000** for the debt service fund – library bond;  
**\$1,779,000** for the debt service fund – sheriff substation bond;  
**\$7,784,000** for the sewer fund,  
**\$6,360,000** for the water fund.

TREASURER FEDEWA SUPPORTED THE MOTION.

**ROLL CALL:**

**AYES:** ACTING SUPERVISOR CLARK, ACTING CLERK FEDEWA,  
TRUSTEE BOWEN, TRUSTEE BREWER, AND TRUSTEE  
CASCARILLA

**NAYS:** NONE

**ABSENT:** TRUSTEE MOJICA

THE MOTION PASSED 5-0.



**VII. COMMUNICATIONS**

- 2. WRRF Project Update**
- 3. Ultium 3 Project Update**
- 4. Public Safety Facility Project Update**
- 5. St. Joe Watermain & Pathway Project Update**

**VIII. PUBLIC COMMENTS**

Virginia DeLuca – Asked questions regarding the WRRF plant, the Redwood development and its coinciding traffic, and the Market Place road extension.

Kathy Pike, Waverly School Board Member – Spoke regarding her gratitude for assistance with safety concerns regarding the Snow Road project and children walking to school.

**IX. INTRODUCTION OF ORDINANCES**

**X. PASSAGE OF ORDINANCES**

**XI. CONSENT AGENDA**

TRUSTEE BREWER MOVED TO APPROVE THE CONSENT AGENDA AS PRESENTED.

TRUSTEE BOWEN SUPPORTED THE MOTION.

**ROLL CALL:**

**AYES:** ACTING SUPERVISOR CLARK, ACTING CLERK FEDEWA,  
TRUSTEE BOWEN, TRUSTEE BREWER, AND TRUSTEE  
CASCARILLA

**NAYS:** NONE

**ABSENT:** TRUSTEE MOJICA

THE MOTION PASSED 5-0.

**6. Bills and Financial Transactions**

Bonds/Debt Payments	\$	
Payroll & Related	\$	450,048.64
Refunds	\$	11,308.66
Tax Distributions	\$	2,739,549.75
Vendor Claims	\$	8,599,407.70
Total	\$	11,800,314.75

TRUSTEE BREWER MOVED TO APPROVE THE BILLS AND FINANCIAL TRANSACTIONS IN THE AMOUNT OF \$11,800,314.75.

TRUSTEE BOWEN SUPPORTED THE MOTION. THE MOTION PASSED 5-0.

**7. Minutes**

- a. Monday, October 7, 2024, Regular Board Meeting**
- b. Monday, October 14, 2024, Committee of the Whole Meeting**

TRUSTEE BREWER MOVED TO APPROVE THE MONDAY, OCTOBER 7, 2024, REGULAR BOARD MEETING MINUTES AND THE MONDAY OCTOBER 14, 2024, COMMITTEE OF THE WHOLE MEETING MINUTES AS PRESENTED.

TRUSTEE BOWEN SUPPORTED THE MOTION. THE MOTION PASSED 5-0.

**8. Acceptance of the Utility Agreement for 7650 Millett Highway – Michigan CAT Expansion**

TRUSTEE BREWER MOVED THAT THE DELTA TOWNSHIP BOARD APPROVE THE MUNICIPAL UTILITY AGREEMENT SUBMITTED BY TARBERT PROPERTIES LLC ALSO KNOWN AS MICHIGAN CAT, FOR THE RELOCATION OF THE PUBLIC WATER MAIN AND NEW SANITARY SEWER SERVICE LEAD TO SERVE THE PROPOSED MICHIGAN CAT EXPANSION AT 7650 MILLETT HIGHWAY, LANSING MI 48917. I FURTHER MOVE THAT THE TOWNSHIP ACTING SUPERVISOR AND TREASURER BE AUTHORIZED AND DIRECTED TO SIGN THE AGREEMENT ON BEHALF OF THE TOWNSHIP.

TRUSTEE BOWEN SUPPORTED THE MOTION. THE MOTION PASSED 5-0.

**9. Acceptance of the Utility Agreement for 4930 S Creyts Road – Tailgaters**

TRUSTEE BREWER MOVED THAT THE DELTA TOWNSHIP BOARD APPROVE THE MUNICIPAL UTILITY AGREEMENT SUBMITTED BY TAILGATERS WORLDWIDE LLC ALSO KNOWN AS TAILGATERS, FOR THE EXTENSION OF THE PUBLIC WATER MAIN AND SANITARY SEWER SERVICE LEAD TO SERVE THE PROPOSED TAILGATERS AT 4930 S. CREYTS ROAD, LANSING MI 48917. I FURTHER MOVE THAT THE TOWNSHIP ACTING SUPERVISOR AND TREASURER BE AUTHORIZED AND DIRECTED TO SIGN THE AGREEMENT ON BEHALF OF THE TOWNSHIP.

TRUSTEE BOWEN SUPPORTED THE MOTION. THE MOTION PASSED 5-0.

**10. Cargo Van Purchase Request**

TRUSTEE BREWER MOVED THAT THE DELTA TOWNSHIP BOARD APPROVE THE ORDER REQUEST FOR ONE CHEVROLET 2500 EXPRESS CARGO VAN FOR THE UTILITY DEPARTMENT THROUGH MIDEAL AND BERGER CHEVROLET, INC.

TRUSTEE BOWEN SUPPORTED THE MOTION. THE MOTION PASSED 5-0.

**11. Inner Drive Paving**

TRUSTEE BREWER MOVED THAT THE DELTA TOWNSHIP BOARD APPROVE THE WRRF INNER DRIVE PAVING PROJECT BE AWARDED TO MCKEARNEY ASPHALT, FOR THE SUM OF \$42,000.00.

I FURTHER MOVE THAT THE TOWNSHIP MANAGER BE AUTHORIZED AND DIRECTED TO SIGN THE AUTHORIZATION FORMS.

TRUSTEE BOWEN SUPPORTED THE MOTION. THE MOTION PASSED 5-0.

**12. Ultium 3 Battery Plant Water and Sanitary Sewer Service Approval of Change Items**

TRUSTEE BREWER MOVED THAT THE DELTA TOWNSHIP BOARD APPROVE THE PROPOSED CHANGE ORDER WITH GRAND RIVER CONSTRUCTION FOR THE ULTIUM 3 BATTERY PLANT WATER AND SANITARY SEWER SERVICE PROJECT, INCREASING THE CONTRACT PRICE FOR BID PACKAGE #4 DIVISION BY \$8,944.00 TO ADJUST THE TOTAL CONTRACT PRICE TO \$12,510,115.11; I FURTHER MOVE THAT

MONDAY, OCTOBER 21, 2024, TOWNSHIP BOARD MINUTES – REGULAR  
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THE TOWNSHIP MANAGER BE AUTHORIZED AND DIRECTED TO EXECUTE THE CHANGE ORDER ON BEHALF OF DELTA TOWNSHIP.

TRUSTEE BOWEN SUPPORTED THE MOTION. THE MOTION PASSED 5-0.

**13. Water Resource Recovery Facility Major Capital Improvements Phase 1 Recommendations for Approval of Change Order No 8**

TRUSTEE BREWER MOVED THAT THE DELTA TOWNSHIP BOARD APPROVE THE PROPOSED CHANGE ORDER NO. 8 WITH COMMERCIAL CONTRACTING CORPORATION, INCREASING THE CONTRACT FOR PHASE 1 OF THE WATER RESOURCE RECOVERY FACILITY MAJOR CAPITAL IMPROVEMENTS PROJECT BY \$23,342.00 FOR A TOTAL OF \$73,691,760.54; I FURTHER MOVE, THAT THE TOWNSHIP MANAGER BE AUTHORIZED AND DIRECTED TO EXECUTE THE CHANGE ORDER NO 8 ON BEHALF OF THE TOWNSHIP.

TRUSTEE BOWEN SUPPORTED THE MOTION. THE MOTION PASSED 5-0.

**14. Introduction of Delta Crossings Rezoning**

TRUSTEE BREWER MOVED THAT THE DELTA TOWNSHIP BOARD INTRODUCE THE REZONING REQUEST FROM K-2 RETAIL CONSTRUCTION & DEVELOPMENT TO REZONE 39.27 ACRES ON THE NORTH SIDE OF W. SAGINAW HWY., IMMEDIATELY WEST OF INTERSTATE 69/96 FROM AG2 (AGRICULTURAL/RESIDENTIAL) TO C (COMMERCIAL).

I FURTHER MOVE THAT THE REZONING REQUEST SHALL BE CONSIDERED FOR FINAL ACTION BY THE TOWNSHIP BOARD AT ITS REGULAR MEETING SCHEDULED FOR NOVEMBER 11, 2024.

TRUSTEE BOWEN SUPPORTED THE MOTION. THE MOTION PASSED 5-0.

**15. Substation Fitness Equipment Purchase**

TRUSTEE BREWER MOVED THAT THE DELTA TOWNSHIP BOARD APPROVE THE PURCHASE OF FITNESS EQUIPMENT FROM DIRECT FITNESS FOR THE SUBSTATION PROJECT FOR AN AMOUNT NOT TO EXCEED \$45,000; I FURTHER MOVE THAT THE TOWNSHIP MANAGER BE AUTHORIZED AND DIRECTED TO SIGN ANY NECESSARY DOCUMENTS ON BEHALF OF DELTA TOWNSHIP.

TRUSTEE BOWEN SUPPORTED THE MOTION. THE MOTION PASSED 5-0.

#### **16. Columbarium Purchase**

TRUSTEE BREWER MOVED THAT THE DELTA TOWNSHIP BOARD ACCEPTS THE PROPOSAL FROM BRUTSCHE COMPANY OUT OF BATTLE CREEK, MICHIGAN, FOR THE PURCHASE OF TWO GRANITE COLUMBARIA AT A TOTAL COST OF \$85,100.

TRUSTEE BOWEN SUPPORTED THE MOTION. THE MOTION PASSED 5-0.

#### **17. Additional Credited Service for Robert Urburtis, Fire Department**

TRUSTEE BREWER MOVED THAT THE DELTA TOWNSHIP BOARD APPROVE THE PURCHASE OF ONE (1) YEAR AND TEN (10) MONTHS ADDITIONAL CREDITED SERVICE BY ROBERT URBURTIS AS PROVIDED

BY THE MERS PLAN DOCUMENT AND ACCORDING TO THE FOLLOWING STIPULATIONS:

- IT IS UNDERSTOOD THAT CALCULATION OF THE ACTUARIAL COST IS BASED ON THE ASSUMPTIONS PROVIDED AND APPROVED BY THE MERS RETIREMENT BOARD ON THE DATE THE CALCULATION WAS PREPARED.
- ACTUAL FUTURE EVENTS AND EXPERIENCE MAY RESULT IN CHANGES DIFFERENT FROM THOSE ASSUMED, AND LIABILITY DIFFERENT FROM THAT ESTIMATED.
- THE PURCHASE OF SERVICE CREDIT DOES NOT AFFECT VESTING FOR RETIREE HEALTH INSURANCE.
- THE EMPLOYEE (ROBERT URBURTIS) WILL BE RESPONSIBLE AND IS REQUIRED TO PAY THE FULL COST OF THE PURCHASE FOR THE CREDITED SERVICE.

TRUSTEE BOWEN SUPPORTED THE MOTION. THE MOTION PASSED 5-0.

#### **18. 2025 Employee Health Insurance Plan Recommendation**

TRUSTEE BREWER MOVED THAT THE DELTA TOWNSHIP BOARD ADOPT THE BLUE CROSS BLUE SHIELD SIMPLY BLUE PPO HSA \$2,000/\$4,000 DEDUCTIBLE HEALTH INSURANCE PLAN FOR ALL NON-MEDICARE ELIGIBLE FULL-TIME EMPLOYEES AND NON-MEDICARE ELIGIBLE QUALIFYING RETIREES FOR THE 2025 PLAN YEAR BEGINNING 1/1/2025; AND I FURTHER MOVE THAT THE DELTA TOWNSHIP BOARD APPROVE A ONE-TIME DEPOSIT INTO AN ACTIVE H.S.A. BANK

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ACCOUNT FOR FULLTIME EMPLOYEES AND NON-MEDICARE ELIGIBLE RETIREES WHO ENROLL IN THE PLAN EFFECTIVE 1/1/2025 IN THE AMOUNT OF \$900 FOR A ONE-PERSON CONTRACT AND \$1,800 FOR A TWO PERSON OR FAMILY CONTRACT EFFECTIVE THE FIRST FULL PAY PERIOD IN JANUARY, 2025.

TRUSTEE BOWEN SUPPORTED THE MOTION. THE MOTION PASSED 5-0.

**19. 2025 Fee Schedule**

TRUSTEE BREWER MOVED THAT THE DELTA TOWNSHIP BOARD ADOPT THE 2025 FEE SCHEDULE AS PRESENTED.

TRUSTEE BOWEN SUPPORTED THE MOTION. THE MOTION PASSED 5-0.

**20. 2025 Holiday Schedule**

TRUSTEE BREWER MOVED THAT THE DELTA TOWNSHIP BOARD APPROVE THE 2025 HOLIDAY SCHEDULE FOR FULL-TIME, NON-UNION EMPLOYEES.

<b>Holiday</b>	<b>2025 Day/Date</b>
New Year's Day	Wednesday, January 1
Martin Luther King Day	Monday, January 20
<del>Good Friday</del> Floating Holiday*	*2025 pursuant to terms below
Memorial Day	Monday, May 26
Juneteenth	Thursday, June 19
Independence Day	Friday, July 4
Labor Day	Monday, September 1
Thanksgiving Day	Thursday, November 27
Day After Thanksgiving Day	Friday, November 28
Christmas Eve	Wednesday, December 24
Christmas Day	Thursday, December 25
New Years Eve	Wednesday, December 31

\*On the first pay day following January 1, an annual floating holiday in the amount of 8 hours leave will be credited to full-time, regular, non-union employees' floating leave bank. The floating holiday must be used during the calendar year in which it is accrued and shall not carry over year-to-year. There shall be no payment for unused floating holiday leave at the end of the calendar year or in the event of voluntary or involuntary termination of employment, including retirement. Scheduling of floating holiday is at the discretion of the employee's Department Director and may be taken in half-day increments.

TRUSTEE BOWEN SUPPORTED THE MOTION. THE MOTION PASSED 5-0.

**XII. ITEMS REMOVED FROM CONSENT AGENDA FOR DISCUSSION**

**XIII. ITEMS ADDED TO AGENDA UNDER SECTION V. SET/ADJUST AGENDA**

**XIV. OLD ITEMS OF BUSINESS**

**XV. NEW ITEMS OF BUSINESS**

**21. Special Land Use Permit #PSL2024-0011 (Vertical Bridge): Construct  
280-foot wireless communications facility at 3888 S. Canal Road**

TRUSTEE CASCARILLA MOVED THAT THE DELTA TOWNSHIP BOARD APPROVE THE SPECIAL LAND USE PERMIT REQUEST FROM VERTICAL BRIDGE TO CONSTRUCT A 280-FOOT-TALL WIRELESS COMMUNICATION FACILITY AT 3888 S. CANAL ROAD (PARCEL #040-033-200-068-00) AS DESCRIBED IN CASE NO. PSL2024-0011, SUBJECT TO THE FOLLOWING CONDITIONS OF APPROVAL:

1. APPROVAL IS GRANTED IN ACCORDANCE WITH THE SITE PLAN PREPARED BY VERTICAL BRIDGE DATED MAY 06, 2024.
2. ANY EXPANSION OF THE APPROVED USE SHALL REQUIRE APPROVAL OF AN AMENDMENT TO THE SLUP.
3. SITE PLAN REVIEW APPROVAL SHALL BE GRANTED BY THE ZONING ADMINISTRATOR PRIOR TO THE ISSUANCE OF BUILDING PERMITS FOR THE PROJECT.
4. THE PROJECT SHALL CONTINUE TO MEET IN PERPETUITY THE STANDARDS OF THE FEDERAL AVIATION ADMINISTRATION, THE FEDERAL COMMUNICATIONS COMMISSION, AND ANY OTHER AGENCY OF THE STATE OF MICHIGAN OR FEDERAL GOVERNMENT WITH AUTHORITY TO REGULATE TOWERS AND ANTENNAS.
5. FAILURE OF THE APPLICANT TO COMPLY WITH ANY OF THE PROVISIONS REQUIRED BY THE ZONING ORDINANCE, OR ANY STIPULATIONS REQUIRED BY THE DELTA TOWNSHIP BOARD, SHALL CONSTITUTE GROUNDS FOR TERMINATION OF THE SLUP BY THE DELTA TOWNSHIP BOARD.

TRUSTEE BREWER SUPPORTED THE MOTION. THE MOTION PASSED 5-0.

**22. Chill Grant Program Guidelines**

TRUSTEE BOWEN MOVED THAT THE DELTA TOWNSHIP BOARD APPROVE THE PROGRAM GUIDELINES FOR DELTA CHARTER TOWNSHIP FOR THE MSHDA CHILL GRANT HOMEOWNER IMPROVEMENT PROGRAM.

TRUSTEE BREWER SUPPORTED THE MOTION. THE MOTION PASSED 5-0.



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**XVI. MANAGER’S REPORT – Brian Reed, Township Manager**

Manager Reed presented his updates to the Township Board:

- Thank you to the Board, Directors and staff for your work on the 2025 fiscal year budget.
- Thank you to those on the Board that came out to the two ribbon cuttings today, one for the Mt. Hope Park Pathway, and the other for the 2 northern ballfields at Mt. Hope Park.
- Policy issues for discussion at a future meeting:
  - Anderson Park
  - Short-term rentals
  - Placemaking strategic plan
  - Waverly Community Schools status
- For discussion at the next Committee of the Whole Meeting:
  - CIA Update
    - Supervisor vacancy
    - At Large vacancy

**XVII. COMMITTEE OF THE WHOLE**

**XVIII. CLOSED SESSION**

**XIX. PUBLIC COMMENTS**

**XX. ADJOURNMENT –**

Acting Supervisor Clark adjourned the meeting at 7:01pm.

CHARTER TOWNSHIP OF DELTA

MARY R. CLARK, ACTING SUPERVISOR

DENNIS R. FEDEWA, ACTING CLERK

Supervisor: Vacant  
Clerk Mary R. Clark  
Treasurer Dennis R. Fedewa  
Manager Brian T. Reed



Trustee Elizabeth S. Bowen  
Trustee Fonda J. Brewer  
Trustee Andrea M. Cascarilla  
Trustee Karen J. Mojica

Engineering Department

(517) 323-8540

**TO: Acting Supervisor Mary R. Clark and the Delta Township Board**

**FROM: Jacob Kleinhenz, P.E., Township Engineer**

**DATE: August 12, 2024**

**SUBJECT: Acceptance of the Utility Agreement for 2200 Snow Rd – Spadafore Light Industrial**

Attached, please find an executed Municipal Utility Agreement for extension of public water and sanitary sewer services proposed to serve Spadafore Distributing Company also known as Spadafore Light Industrial located at 2200 Snow Road, Lansing MI 48917 in section 26 of Delta Township. The proposed project includes the development of four industrial warehouses and associated infrastructure necessary to serve the site and surrounding community including storm water, domestic and fire water, sanitary sewer services, and future planning for non-motorized connectivity.

The document follows the standard form that has been drafted and is currently used by the Township Engineering Department. The agreement has been signed by the developer.

The following motion is offered for your consideration:

***"I move that the Delta Township Board approve the Municipal Utility Agreement submitted by Spadafore Distributing Company also known as Spadafore Light Industrial, for the extension of the public water main and sanitary sewer service leads to serve the proposed Spadafore Light Industrial development at 2200 Snow Road, Lansing MI 48917. I further move that the Township Acting Supervisor and Treasurer be authorized and directed to sign the agreement on behalf of the Township."***

Staff will attend the November 11, 2024, Board meeting to answer questions or address any concerns the Board may have.

Thank you.

**CHARTER TOWNSHIP OF DELTA  
MUNICIPAL UTILITY AGREEMENT  
FOR  
SPADAFORE LIGHT INDUSTRIAL  
2200 SNOW ROAD - SECTION 26**

**THIS AGREEMENT**, made this \_\_\_\_\_ day of \_\_\_\_\_, **2024**, by and between **SPADAFORE DISTRIBUTING CO**, whose address is **2932 SANDERS ROAD, LANSING, MI 48917**, hereinafter referred to as “Developer” and the **CHARTER TOWNSHIP OF DELTA**, a Michigan Municipal Corporation, whose address is 7710 West Saginaw Highway, Lansing, Michigan 48917, hereinafter referred to as “Delta”.

**WITNESSETH:**

**WHEREAS**, Developer is desirous of extending and/or relocating the Municipal Sanitary Sewer and/or Water Main Facilities to serve its proposed development in accordance with Chapter 40 of the Township’s Code of Ordinances, as amended, and

**WHEREAS**, The parties hereto intend by this Agreement to aid in the administration of the extension and/or relocation of the Municipal Sanitary Sewer and/or Water Main Facilities for the proposed development:

**NOW, THEREFORE, IT IS HEREBY AGREED** by and between the parties heretofore and in consideration of the foregoing and the mutual promises hereinafter contained as follows:

1. This Agreement concerns the approved final Site and Construction Civil Engineering & Site Plans for the **SPADAFORE LIGHT INDUSTRIAL**, as prepared by **KEBS, INC**, dated **10-18-2024**, and sealed by **GREGORY A. PETRU**, a Michigan licensed professional engineer; which will serve as the drawings of record of the Sanitary Sewer and/or Water Main Facilities to be built and/or relocated; and which shall be revised to incorporate any changes in the development of the site including development phasing provided such revisions are subject to prior written approval of the Township, and upon such approval shall be considered the drawings of record. Issuances of sewer and/or water permits for connecting individual buildings to the Sanitary Sewer and/or Water Main Facilities are subject to satisfactory completion of the Sanitary Sewer and/or Water Main Facilities as set forth in this Agreement.

2. Developer shall arrange for the procurement of the necessary materials, labor and equipment to cause the construction of the Sanitary Sewer and/or Water Main Facilities on private and

public properties. Certain of these facilities, upon completion, shall be owned by Delta, in a manner consistent with this Agreement, the plans and specifications, and all applicable statutes, ordinances and rules, and regulations. Developer shall pay all costs of installation and construction of the Sanitary Sewer and/or Water Main Facilities to be owned by Delta upon completion thereof. Developer shall pay all charges incurred by Delta for engineering services as later herein delineated. Developer shall be responsible for contractors retained to perform the work and shall condition final payments to said contractors upon certification of the completed work by the Township Engineer. Safety in the construction of the Sanitary Sewer and/or Water Main Facilities shall be the sole responsibility of the Developer and his contractors. The contractors shall comply with the current applicable requirements of Federal and State of Michigan Occupational Health and Safety regulations during construction of the Sanitary Sewer and/or Water Main Facilities.

3. That the parties agree the facilities indicated herein to be built may be phased or staged. Developer agrees that it will supply Delta with construction plans and specifications for any current phase of the work covered by this Agreement, which plans shall be prepared by a Registered Professional Engineer, licensed to practice in the State of Michigan, to show the proposed utility facilities to become the property of Delta. The plans and specifications shall be consistent with Delta Township's Municipal Utility Standards. All construction plans and specifications in connection therewith shall be subject to approval by the Township Engineer. The Township Engineer shall forward all such plans for approval of the appropriate State agency and the issuance of the necessary permits, as applicable. When a permit is granted by the appropriate State agency, same shall constitute approval by said agency and the Township Engineer. Developer shall furnish Delta a reproducible copy of the plans and specifications for the Township Engineer's use during construction.

4. That the parties agree a commitment is hereby made on the part of the Developer to build the Sanitary Sewer and/or Water Main Facilities herein indicated within two years of the issuance of the State permits, and on the part of Delta, to own, operate and maintain the public portion of the Municipal Sanitary Sewer and/or Water Main Facilities, being the public sewer main and associated manholes and the public water mains and associated valves and hydrants. The sewer stubs, the building sewer main connecting the buildings to the public sewer main, and the water stubs and leads connecting the public water main to the buildings shall be maintained by the owners of the buildings to which they are connected.

5. That all resident engineering, layout staking and detailed construction inspection, including compaction of trench backfill material, shall be performed by qualified personnel retained by the

Developer. The Developer shall provide applicable documentation and records such as, but not limited to, inspector daily reports and compaction test results, upon request by the Township Engineer.

6. That Developer shall determine, by field survey, the vertical and horizontal locations of each sanitary sewer manhole, sanitary sewer service stub-end, water main, water valves, hydrants, fittings, corporation stops, curb stops and all other related appurtenances after installation of the facilities for incorporation into as-built drawings, easement exhibits, and the Township's mapping system.

7. The Township Engineer shall perform the following activities in assessing general compliance with the requirements of Delta Township's Municipal Utility Standards, as applicable:

**SANITARY SEWER FACILITIES:**

- Spot check materials, general construction methods and procedures, subgrade and sand bedding of the mains.
- Observe subgrade for each manhole.
- Observe any and all concrete encasement of risers.
- Check out all manholes upon completion of a substantial portion of the project.
- Observe air test of system.
- Prepare easement grants based upon legal descriptions and easement exhibit drawings provided by Developer, as required.

**WATER FACILITIES:**

- Spot check materials and general construction methods and procedures.
- Observe all connections to existing mains.
- Coordinate shut down of existing customers as situation dictates.
- Operate existing valves when procedures dictate.
- Observe pressure test, disinfection and thrust restraint devices; draw and deliver watch samples to an EGLE-certified laboratory.
- Prepare easement grants based upon legal descriptions and easement exhibit drawings provided by Developer, as required.



The Township Engineer shall not supervise construction, perform any staking, or necessarily observe all the construction work. Developer shall pay the actual hourly rate of Delta personnel employed to perform engineering services plus time and one-half for overtime and double time for Sunday or Holiday work, plus 70% to cover fringes, transportation, equipment and administrative overhead costs. If the Township Engineer uses a consultant to perform engineering services, the Developer shall pay the actual rate of the consultant. Above said work by the Township Engineer is estimated to cost \$10,000. Please note, this estimate is for planning purposes only and the Developer will be responsible for costs based upon actual hours worked as described herein.

8. That the construction shall not commence until the Township Engineer shall have given written authorization to the Developer. Prior to starting construction work Developer shall have:

- Caused his contractor to furnish certificates of insurance noting Delta as an additional insured (see General Conditions of Municipal Utility Standards). Should the Township Engineer use a consultant to perform engineering services as outlined in this Utility Agreement, the Developer shall also name the consultant as an additional insured,
- Bulkhead the existing sanitary sewer main at a location and in the manner approved by the Township Engineer to preclude storm water infiltration into the sanitary sewer system,
- Conducted the pre-construction meeting (See General Specifications of Municipal Utility Standards), and
- Caused his contractor to have obtained proper permits from the Eaton County Road Commission and any other governmental agencies as may be applicable, and to have notified the **MISS DIG** program.

9. It is agreed between the parties that the Township Engineer shall have jurisdiction and control of the water valves in Delta's existing water mains and that any time the Water Main Facilities must be turned on or off to facilitate the construction of the new Water Main Facilities, same shall be done under the jurisdiction or representatives of the Township Engineer. Water meters shall not be installed until after the Township Engineer has certified the satisfactory completion of the work; however, at the sole discretion of the Township, temporary meters may be installed at the expense of the Developer for water to be used in the construction of a building, said temporary water meter to be installed by Delta's Water Department personnel only after the pressure testing and "safe" water sampling is complete and with the affirmation of the Township Engineer. If temporary meters are permitted by the Township, the Developer shall be liable for any damage or loss which is incurred due to the Developer's use of the Township water system. The Township Engineer shall not draw the "safe" water sample prior to

satisfactory completion of that portion of the public sanitary sewer and/or water systems serving the same buildable parcels of land.

10. That the Township Engineer shall certify the satisfactory completion of the work provided for hereunder; said certificate shall be filed with the Township Clerk. The following items, as applicable, shall be completed before final certification can be made:

- A. A satisfactory high pressure hydrostatic testing of the Water Main Facilities shall be complete.
- B. Township Engineer is in receipt of tests of water taken from the Water Main Facilities showing same to have been tested "safe".
- C. A satisfactory air test, deflection tests and CCTV inspection of the Sanitary Sewer mains shall be completed.
- D. Developer shall complete clean-up of construction site within the road right-of-way.
- E. Developer shall execute and deliver a deed of grant from Developer to the Township covering all utility installation which is to be owned by Delta.
- F. Final construction Waivers of Lien on the project shall be filed with the Township Engineering Department.
- G. Easement grants, suitable for recording, granting to Delta access to the utility mains and appurtenances to be owned by Delta for construction, operation and maintenance purposes, including the right to make future hook-ups or connections to any of said lines shall have been delivered for such mains not constructed in public rights-of-way. The easement grants shall hold Developer responsible for costs of repair to any landscaping or other improvements that may exist within the easements and may become damaged or destroyed in the initial construction of the utilities. Upon acceptance of the utility by the Township, the Township shall be responsible for returning all seeded surface area, driveways and parking areas to substantially the same condition after repairs and/or maintenance are completed by the Township. Developer's Surveyor/Engineer shall prepare legal description(s) and easement exhibit drawing(s) based upon the final installed location of the Sanitary Sewer and Water Main Facilities.
- H. The Developer's Engineer shall prepare as-built drawings for the Sanitary Sewer Facilities and/or the Water Main Facilities. As-built drawings shall be provided electronically in CAD and .pdf formats. As-built drawings shall update the construction drawings to accurately reflect the installed location, elevation and conditions of final utility installation based upon field measurements incorporated into the CAD file(s). CAD files shall be based upon Michigan South Zone (2113) State Plane Coordinate System NAD83 (2011) Epoch 2010.00 realization and the 1988 North American Vertical Datum (NAVD88) to an accuracy of +/- 0.01 feet vertically and +/- 0.1 feet horizontally.



11. That no permits for the use of any utilities shall be either requested or issued until after the facilities which are to become the property of Delta have been certified as satisfactorily complete by the Township Engineer and the proper deeds of grant, waivers of lien and easement agreements are provided to the Township in accordance with the requirements of Paragraph 8 of this Agreement. In the event of a violation of this paragraph, the Township may without notice or liability to the Developer, disconnect the facilities and/or take any other action necessary to prevent the flowage of sanitary sewage into the public sewer system and/or the flowage of water into the facilities constructed pursuant to this Agreement. The Developer shall pay all costs, including actual attorneys' fees, which the Township incurs in enforcing the provisions of this paragraph.

12. It is further agreed by the parties that no building shall be occupied nor an occupancy permit be issued until after an access road shall be completed to assure access by Delta's Fire Department apparatus and the Township Engineer has certified to the satisfactory completion of the work.

13. Delta agrees that when certification of final approval has been made by the Township Engineer, subject to a final financial accounting and any other applicable considerations which may arise, the Delta Township Board of Trustees shall accept the certain facilities that are to be a part of Delta's Municipal Sanitary Sewer and/or Water Main Facilities.

14. That the Developer guarantees the materials and workmanship in the facilities for a period of not more than two (2) years from the date of partial utilization, but at least one (1) year from the date of final acceptance of said facilities by the Township Board.

15. Developer shall, upon completion of construction of the Sanitary Sewer and/or Water Main Facilities, certify as to the costs of materials, labor, equipment, engineering and administrative overhead to the Township Engineer so that Delta may capitalize donated assets.

16. To the fullest extent permitted by law, the Developer shall indemnify and hold harmless Delta and its agents and employees from and against claims, damages, losses and expenses, including but not limited to attorneys' fees, arising out of or in any way related to construction, installation and/or hook-up operations, or the duties or obligations of this Agreement, caused in whole or in part by any acts or omissions of the Developer, a contractor, or anyone directly or indirectly employed by them or anyone for whose acts they may be liable. The Developer's indemnification responsibility shall be to the fullest degree of the Developer's fault (or the fault of any others for whom the Contractor is responsible), except that the Developer shall not be obligated to indemnify to the extent of the Delta's sole negligence. The Developer shall be responsible to Delta and its agents and employees from and against all amounts such

parties may be required to pay in attorneys' fees in order to pursue enforcement of this provision against the Developer or otherwise obtain indemnification from the Developer provided under the terms of this Paragraph 16. Such obligations shall not be construed to negate, abridge or reduce any other rights or obligations of indemnity which would otherwise exist as to any party or person set forth in this Paragraph 16.

17. This Agreement shall expire seven (7) years from the first said date and may be amended or extended at any time upon mutual consent of the parties.

18. Partial Invalidity. If any provision of this Agreement is held by a court of competent jurisdiction to be invalid, void or unenforceable in any manner, the remaining provisions of the Agreement shall nonetheless continue in full force and effect without being impaired or invalidated in any way. In addition, if any provision of this Agreement may be modified by a court of competent jurisdiction such that it may be enforced, then said provision shall be modified and, as modified, shall be fully enforced.

19. Applicable Law. This Agreement, together with the right, duties and obligations hereunder, shall be construed in accordance with the laws of the State of Michigan.

20. Conflict. In the event of a conflict between the terms of this Agreement and the Township Code of Ordinances, the provisions contained in the Township Code of Ordinances shall govern.

21. Entire Agreement. Except as otherwise stated herein, this Agreement contains the entire understanding of the parties hereto with respect to the subject matter contained herein, supersedes all prior agreements, understandings and negotiations; and no parole evidence of prior or contemporaneous agreements, understanding and negotiations shall govern or be used to construe or modify this Agreement. No modification or alteration hereof shall be deemed effective unless in writing and signed by all parties to this Agreement.

22. Code of Ordinances. The Developer shall comply with the provisions of the Township Code of Ordinances which are in effect at the time when the work is performed under this Agreement, even though there may be changes to these Ordinances after the date that this Agreement is signed by the Developer.

23. Termination. In the event that the Developer breaches any of the terms, covenants or conditions contained in this Agreement, the Township, at its option and after providing written notice thereof to the Developer and Developer's failure to cure the same within twenty (20) calendar days after Developer's receipt thereof, may terminate this Agreement and all of the rights of Developer hereunder

shall cease. The Township shall be entitled to all costs, including actual attorneys' fees, which the Township incurs because of the Developer's breach of this Agreement.

24. Time. Time is of the essence to this Agreement and each and all of its provisions.

**SIGNATURES APPEAR ON FOLLOWING PAGES**



IN WITNESS WHEREOF, the parties have hereunto set their hand and seal the day and year first above written.

IN THE PRESENCE OF:

OWNER/COMPANY

CM 5, M

Witness #1: CHARLIE SPADAFORE  
(Printed Name)

CC Sp4  
(Signature)

CHARLES C. SPADAFORE  
(Printed Name)

Its: PRESIDENT  
(Title)

Bonnie L. Gregory

Witness #2: Bonnie L. Gregory  
(Printed Name)

STATE OF Michigan }  
COUNTY OF Eaton } ss

On this 28<sup>th</sup> day of October, 2024, before me, appeared Charles Spadafore to me personally known, who being by me duly sworn did say that he was the President of **SPADAFORE DISTRIBUTING CO**, executed the within instrument and did acknowledge same to be free act and deed of **SPADAFORE DISTRIBUTING CO**.

JOHN CATT JR.  
Notary Public, State of Michigan  
County of Ingham  
My Commission Expires Aug. 16, 2030  
Acting in the County of Eaton

John Catt Jr  
Notary Public Ingham County, Michigan  
My Commission Expires: 8/16/2030

IN THE PRESENCE OF:

CHARTER TOWNSHIP OF DELTA, a  
Municipal Corporation

\_\_\_\_\_  
Witness #1: \_\_\_\_\_  
(Printed Name)

\_\_\_\_\_  
Mary R. Clark, Acting Supervisor/Clerk  
(per authorization contained in the Board  
Resolution attached as "Exhibit A")

\_\_\_\_\_  
Witness #2: \_\_\_\_\_  
(Printed Name)

\_\_\_\_\_  
Dennis Fedewa, Treasurer  
(per authorization contained in the Board  
Resolution attached as "Exhibit A")

STATE OF MICHIGAN     }  
                                      }  
COUNTY OF EATON     } ss

On this \_\_\_\_\_ day of \_\_\_\_\_, 2024 before me appeared Mary R. Clark and  
Dennis Fedewa, to me personally known, who being by me duly sworn, did say that they are the Acting  
Supervisor/Clerk and Treasurer, respectively of the Charter Township of Delta, who executed the within  
instrument and acknowledged said instrument to be a free act and deed of said Township.

\_\_\_\_\_  
Notary Public \_\_\_\_\_ County, MI

My Commission Expires: \_\_\_\_\_

DRAFTED BY:  
Jacob Kleinhenz, P.E.; Township Engineer  
Engineering Department  
Delta Township  
7710 West Saginaw Highway  
Lansing, Michigan 48917





**To: Acting Supervisor Mary R. Clark and the Delta Township Board**

**From: Rick Kane, Utility Director**

**Date: November 11, 2024**

**Re: Huber strain press WRRF**

I am requesting the purchase of parts to rebuild the screening area of our current strain press equipment. The Township purchasing policy requires any purchase over \$25,000.00 to be formally bid and approved by the Township Board; however, the purchasing policy also allows for Sole Source Purchasing, stating:

*In recognition that certain products and services are clearly superior and/or compatible with Township operations, the Township Manager may determine that a specific product or vendor be the sole source of purchasing for the Township. In doing so, the items will be purchased without a formal bidding process.*

The sole source purchase of these replacement parts from Huber Technology Inc. is the only way to rebuild this unit's wearable items. This equipment is manufacturer represented and parts are only available through their suppliers. It is also prudent given our extraordinary history with rags in the digester that this piece of equipment be maintained properly. I recommend the sole source purchase of parts needed including but not limited to internal screw shafts.

I offer the following motion:

***"I move that the Delta Township Board approve the sole source purchase of necessary parts (quote included) in the amount of \$35,721.63***

***I further move that the Township Manager be authorized and directed to sign the purchase authorization forms."***

**Billing Address**

Delta Charter Township  
7710 W. Saginaw  
Lansing, MI 48917  
UNITED STATES

**Delivery Address**

Delta Township Utility Dept.  
7000 W. Willow  
Delta Township Utility Dept.  
Lansing, MI 48917  
UNITED STATES

**OFFER:** 71016636 / V1  
Your Reference: Lansing MI(13006062)  
  
Your Reference:

Date printed: 10/28/24  
Our Reference: Joe Monaco  
Phone: +1-704-990-2473  
Email: [Joe.Monaco@hhusa.net](mailto:Joe.Monaco@hhusa.net)  
  
Customer No.: 122962

Pos	Quantity	Unit	Item Description	Price USD	Total USD Tax (%)
10/1	1.00	pcs	308008 screw shaft 288/204 SW1774 STRAINPRESS® 290 (ET)	16,895.79	<b>16,895.79</b> 0%
20/1	1.00	pcs	301665 screw shaft 198 SW1678 STRAINPRESS® 290	14,818.35	<b>14,818.35</b> 0%
30/1	2.00	pcs	706380 o-ring d440,00x 4,00	46.68	<b>93.36</b> 0%
40/1	1.00	pcs	707952 o-ring d 96,00x 3,00	25.71	<b>25.71</b> 0%
50/1	1.00	pcs	710798 grooved ring 80/100x10	131.15	<b>131.15</b> 0%
60/1	2.00	pcs	711357 grooved ring 100/120x12	352.31	<b>704.62</b> 0%
70/1	1.00	pcs	702616 shaft seal ring 65/ 90x10	114.45	<b>114.45</b> 0%
80/1	1.00	pcs	700838 shaft seal ring 80/100x10	112.51	<b>112.51</b> 0%
90/1	2.00	pcs	505299	475.68	<b>951.36</b>



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Pos	Quantity	Unit	Item Description	Price USD	Total USD Tax (%)
			shaft nut M55x2 W25 6xbo15,5 D111		0%
100/1	1.00	pcs	505304	874.33	<b>874.33</b>
			sleeve d 65,1 D 80/ 90 L76,5		0%
120/1	1.00	pcs	10000001	1,000.00	<b>1,000.00</b>
			Freight		0%
				<b>Total net</b>	<b>USD 35,721.63</b>
				<b>Including Sales Tax</b>	<b>USD 0.00</b>
				<b>Total gross</b>	<b>USD 35,721.63</b>

The quotation is subject to national or international export control regulations and embargoes or any other export restrictions.

Valid for: 30 days  
Delivery: prepaid and add  
Payment terms: Net 30 days

Best regards

Joe Monaco

**Huber Technology, Inc.**

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## Aftermarket Sales & Service Rates 2024

### Field Service Base Rates

Continental U.S., Mexico and Canada..... **\$160.00 per hour**  
Outside Continental U.S., Mexico and Canada..... **\$240.00 per hour**

### Training

Product Training..... **\$160.00 per hour**

### Travel

Travel (time)..... **\$150.00 per hour**  
Mileage..... **\$0.58 per mile**

### Manufacturing/Engineering Services in house

Services include failure analysis of returned hardware..... **\$150.00 per hour**

### Premium Rates

Overtime rate (in excess of 8 hours per day)..... **\$240.00 per hour**  
Standby rate..... **Applicable base rate**  
Double time rate (Sunday, Holiday, or in excess of 12 hours)..... **\$320.00 per hour**

### Expenses

Travel and accommodations..... **Actual cost**  
Per Diem.....Business Rate Plan 1.. **\$64.00 per day**  
High Cost Area Rate 2.. **\$74.00 per day**  
Service Truck Rate ..... **\$80.00 per day**  
Materials, Equipment Rental, Supplies..... **Actual cost plus 20%**  
Laboratory testing..... **Actual cost plus 20%**

### Fees

Visa, work permits, taxes, user fees or special assessments, etc..... **Actual cost**

### Cancellation Charges

Prior to departure for travel expenses incurred (i.e. airline / change fees)..... **Actual cost**

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## Aftermarket Sales & Service Rates 2024

**Field service Base Rate.** Rates are calculated from the day the Service Specialist departs Huber Technology, Huntersville, North Carolina until the day the Service Specialist returns to Huber Technology, Inc., Huntersville, North Carolina. Rates include weekends and holidays. If a Service Specialist is required to travel from any other location, including, Germany the rates are calculated from when the Service Specialist departs the home office until the day the Service Specialist returns to the home office.

**Travel.** Time includes transportation to and from the airport, security clearance, time between flight changes, driving time and local travel to and from worksite. Travel time in excess of eight (8) hours may be billed at the premium rate.

**Double Time.** Any Sunday or **Recognized Huber Technology, Inc. Holiday.**

**Transportation.** The customer is responsible for reimbursing Huber Technology, Inc. for all transportation charges associated with service work. Flights will be booked as coach-tourist class unless it is unavailable. Rental car, gas, taxis, airport / hotel limousines, company or personal vehicles will be used when necessary.

**Standby rate.** Applies to the time a Service Specialist is available for work and is located at or near the job site but unable to work due to circumstances beyond his control. Time shall be considered time worked and will be charged at the applicable base or premium rate.

**Accommodations and Meals.** Meals are charged at \$64.00 per day or \$74.00 per day depending on the area (See Business Rate Plan 1 and 2). If an overnight stay is required, the customer is required to reimburse Huber Technology, Inc. for lodging charges. Hotel rooms will be booked on a business executive, single occupancy basis.

**Visa, Work Permits & Local Taxes.** The customer is responsible to pay any and all taxes, user fees or special assessments. If a visa or work permit is required before departing for an international assignment, the fee will be charged to the customer at actual cost (including any expediting charges).

**Warranties.** Per Huber Technology, Inc.'s Terms and Conditions of Sale, Huber Technology, Inc. warrants Field Service work performed at site. "Breach of Warranty" claims do not entitle the customer to refuse payment for field service work. HUBER TECHNOLOGY, INC. MAKES NO OTHER WARRANTY, EXPRESS OR IMPLIED, WITH REGARD TO THE DESIGN, SALE, MERCHANTABILITY OR FITNESS OF THE GOODS FOR A PARTICULAR PURPOSE OR USE EXCEPT AS EXPRESSLY SET FORTH IN HUBER TECHNOLOGY, INC.'S TERMS AND CONDITIONS. HUBER TECHNOLOGY, INC. IS NOT SUBJECT TO ANY OTHER OBLIGATIONS OR LIABILITIES ARISING OUT OF BREACH OF CONTRACT OR WARRANTY, TORT CLAIMS INCLUDING NEGLIGENCE AND STRICT LIABILITY, OR ANY OTHER THEORIES OF LAW. HUBER TECHNOLOGY, INC. IS UNDER NO EVENT LIABLE FOR ANY SPECIFIC, INDIRECT, INCIDENTAL OR CONSEQUENTIAL LOSS, DAMAGES, EXPENSE, INJURY, DISMEMBERMENT, OR DEATH OF ANY KIND WHATSOEVER.

**SCHEDULING – 10 Working Days Notice.** Request for field service should be made in writing (letter, fax or e-mail) to Huber Technology, Inc. at least ten (10) working days prior to the date for which services are requested. Confirmation of the service will be conveyed verbally by Huber Technology, Inc.

**Insurance.** All Huber Technology, Inc. Service Specialists are insured. Liability insurance certificates may be provided upon request by the customer in order to allow for sufficient time for document processing, the request must be made at least seven (7) working days prior to the date of services.

Huber Technology, Inc. can not offer fixed lump sum contracts for Field Service activities. The duration of site visitation is neither under our direct control nor influence, and as such we can only provide estimates of time on-site to affect the required service actions. Field service published rates and terms are valid through December 2024

### Hazardous Locations.

Huber Technology, Inc. reserves the right to recall its personnel if the worksite does not meet governmental health and safety standards.

**Minimum Daily Charge.** For all Field Service Base Rates or combinations of Base Rates, the minimum fee will be for eight (8) hours. If services are performed on the same day as travel, travel time will be billed in addition to service time.

**Overtime.** The overtime rate applies to work or travel in excess of eight (8) hours per day (weekdays) and all Saturday work. Workdays in excess of (16) hours are prohibited. Service specialist are NOT required to perform, and may decline, work in excess of twelve (12) hours. The overtime charge shall be at the base rate plus a one hundred percent (100%) premium.

**Recognized Huber Technology, Inc. Holidays** New Year's Day, Good Friday, Memorial Day, Independence Day, Labor Day, Thanksgiving Day, the Friday after Thanksgiving Day, Christmas Eve and Christmas Day.

**Expenses.** The customer is responsible for ALL expenses associated with service work. All travel expenses including airfare, taxi, mileage for personal or company owned vehicles or any other chauffeured vehicle, living accommodations and meals will be invoiced. Invoices will include a cost

break-down. Copies of receipts will not be furnished unless specifically requested. Original receipts cannot be provided. Receipts for under \$25.00 cannot be provided. Use of personal or company owned vehicles will be invoice at the rate set by IRS mileage regulations.

**Payment.** All field service invoices are in U.S. Currency and all payments must be in U.S. Dollars. **Payment is due NET 30 DAYS from the date of invoice.**

**Purchase Orders.** A purchase order is required BEFORE any field service arrangements will be made. The purchase order is to be made out to Huber Technology, Inc. and must contain the following information:

- 1) Customer's name, 2) company, 3) billing address, 4) dates of service, 5) type of service requested (i.e. installation, commissioning, troubleshooting, training, etc.), 6) serial number / model number, 7) equipment purchase order number, and 8) equipment tag numbers. A "confirming-copy" purchase order must follow any preliminary arrangements. Equipment location including city, state, plant site, directions to the site, a local contact and telephone number must also be included.
  - 2) Amended Purchase Orders. An amended PO is required if services are extended beyond the cost of the original PO. If the Service Specialist is on site and an amendment is required, the PO must be completed and submitted to Huber Technology, Inc. before the Service Specialist can continue working.
- Applicable law.** Any purchase order accepted by Huber Technology, Inc. in conjunction with Field Service work, shall be deemed to have been executed, delivered and accepted in the State of North Carolina, USA and shall be governed, construed and enforced pursuant to the laws of the State of North Carolina, USA

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## Warranty and Returns Policy & Instructions

Huber Technology, Inc. ("Huber") warrants any **original** Huber part (mechanical or electrical) for a period of:

A. Twelve (12) months from the date of purchase and only when part(s) are installed by a Huber factory trained technician. Should the part(s) fail within the warranty period, a replacement shall be supplied at no cost to the owner ("Replacement Part")

1. Only valid if the product is operated in accordance with the manufacturer's instructions.
  2. The replacement part(s) must not be modified or changed in anyway.
  3. The replacement part(s) must be installed by a qualified person to the manufacturer's specifications
- Or

B. Three (3) months from the date of purchase and/or installed by a non-Huber factory trained technician.

1. Only valid if the product is operated in accordance with the manufacturer's instructions
2. The replacement part(s) must not be modified or changed in anyway.
3. The replacement part(s) must be installed by a qualified person to the manufacturer's specifications

**This warranty does not apply to any damage or defect arising out of any of the following circumstances:**

- Part(s) needing repair or replacement due to events or circumstances outside of normal use and operation of the equipment.
- Part(s) or components damaged due to power surges, short circuits, loss of power, lightning strikes, fire or water damage, vandalism, theft, or any other causes outside of normal use and operation of the equipment or that would normally be covered by casualty insurance on the equipment.
- Damage or defects caused by neglect, incorrect application, abuse, or by accidental damage of the parts or components.
- Repair or replacement of part(s) or components due to improper or negligent operation of the equipment.
- Damage or defects to the part(s), component(s), or equipment caused by the attempted repair by an unauthorized or unqualified person.

**All Huber parts warranties are non- transferable, and cannot be sold, assigned or transferred in any other way.**

This warranty of **original** Huber Service parts does not include the labor to remove the defective part nor the labor to install the new part. **All labor costs associated with the replacement of the part is the responsibility of the owner.** The request for assistance of a certified Huber technician is available upon the issuance of a purchase order by the owner. The fee for the assistance of a Huber technician includes labor (billed at prevailing Huber Field Service Base Rates) plus associated expenses for travel to and from the jobsite.

### Return of New Wear or Spare Parts:

- Any original Huber part(s) returned to Huber after a purchase order has been submitted is subject to a flat twenty percent (20%) restocking fee for each part returned.
- The customer has up to thirty (30) days to return a part from the purchase order submittal date to Huber.

**Returns will not be accepted past thirty (30) days.**

- Part(s) must be new and never installed. Any indication of wear or installation, at Huber's sole discretion, may result in the part(s) being shipped back to owner, at the owner's cost, and no credit shall be issued.

### • Exception:

The owner may exchange, without a restocking fee, if the incorrect part(s) is delivered and/or sold to the

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owner by a Huber team member. Huber will ship the correct part(s) to the owner expeditiously. A refund will be issued to the owner upon Huber's receipt of the incorrect part(s).

warehouse.

The customer may return, without a restocking fee, any original Huber part(s) if said part(s) was sold as part of a complete rebuild and the Huber technician concluded the part(s) were not needed. The customer has thirty (30) days from the date the service was completed. After thirty (30) days have expired, the normal Huber restocking fee shall apply.

Supervisor VACANT  
Clerk Mary R. Clark  
Treasurer Dennis R. Fedewa  
Manager Brian T. Reed



Trustee Elizabeth S. Bowen  
Trustee Fonda J. Brewer  
Trustee Andrea M. Cascarilla  
Trustee Karen J. Mojica

Planning Department

(517) 323-8560

**To:** Acting Supervisor Mary R. Clark and the Delta Township Board

**From:** Peter Menser, Planning & Economic Development Director  
Hope Wojack, Associate Planner

**Date:** November 7, 2024

**Subject:** Rezoning # PRZ2024-0004 (Todd Kosta), rezone 0.95-acre parcel at 6020 W. Saginaw Hwy., (Parcel #040-088-005-030-00) from O (Office) to C (Commercial).

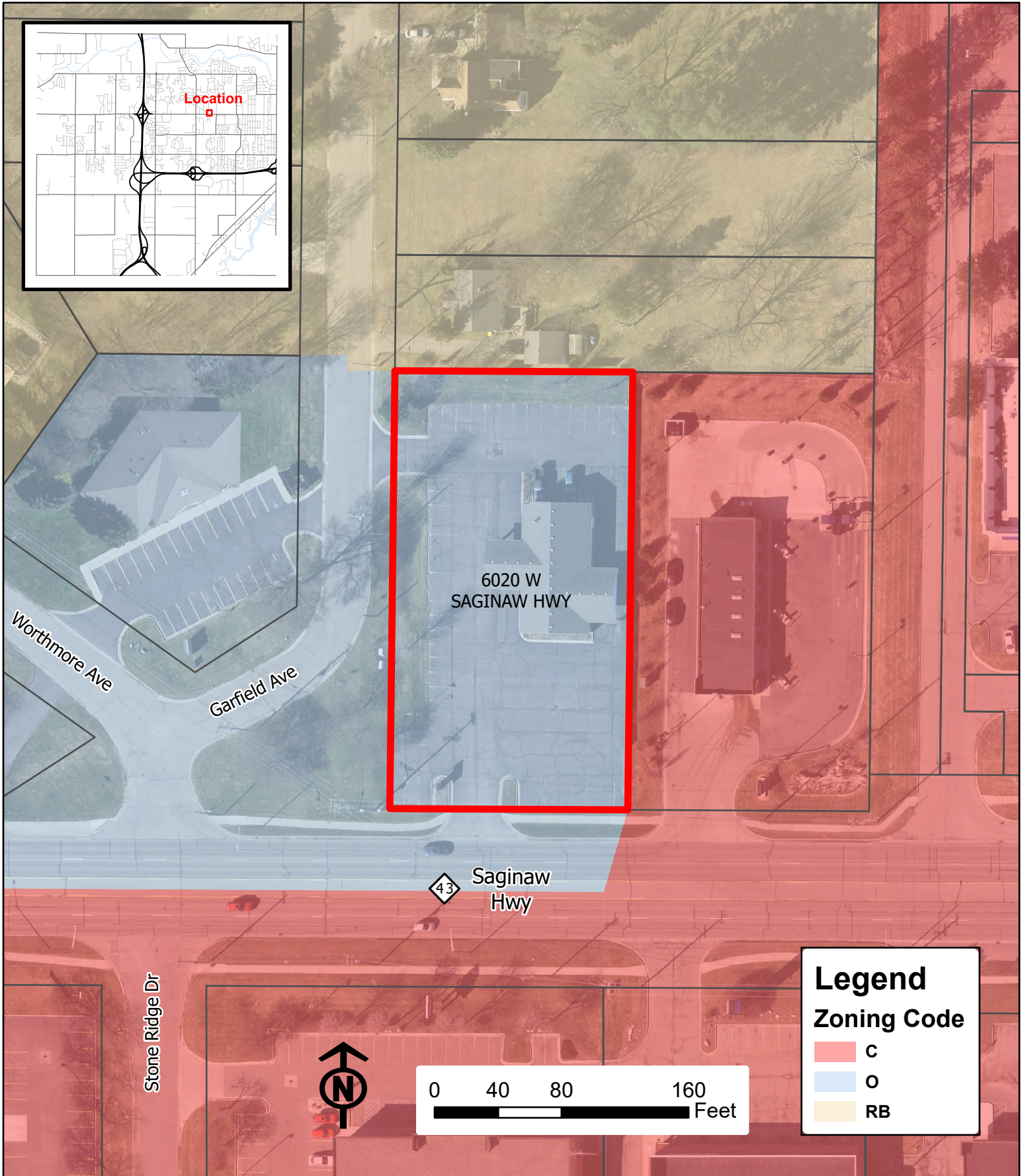
Todd Kosta submitted an application to rezone a 0.95 acre parcel located at 6020 W. Saginaw Hwy., from O (Office) to C (Commercial). Subject parcel is the former Palmer, Bush, & Jensen Family Funeral Home located on the north side of Saginaw Hwy., east of the Delta Chiropractic Center, south of the Worthmore single-family residential subdivision, and west of Mister Car Wash.

The Planning Commission held a public hearing on the proposed rezoning at its October 28, 2024, meeting and voted unanimously to recommend approval of the request to the Township Board. Staff suggests the following motion to introduce the requested rezoning prior to final consideration of the proposal at the Monday, November 18, 2024, regular meeting:

**“I move that the Delta Township Board introduce the rezoning request from Todd Kosta to rezone a 0.95 acre parcel at 6020 W. Saginaw Hwy. (Parcel #040-088-005-030-00), from O (Office) to C (Commercial).**

**“I further move that the rezoning request shall be considered for final action by the Township Board at its regular meeting scheduled for November 18, 2024.”**





**Delta Charter Township**  
7710 W. Saginaw Highway  
Lansing, MI 48917  
517.323.8500



**6020 W Saginaw Hwy**  
**Location Map**





## Rezoning Application

### Planning Department

7710 W Saginaw Hwy, Lansing, MI 48917 - [www.deltami.gov](http://www.deltami.gov) - 517.323.8560 - [planning@deltami.gov](mailto:planning@deltami.gov)

Property/Site Information			
Parcel ID	040-088-005-030-00		
Site Address (if applicable) (Street/City/State/ZIP)	6020 W Saginaw, Lansing, MI 48917		
Current Use(s)	Vacant funeral home	Proposed Use(s)	Commercial
Briefly Describe Project <ul style="list-style-type: none"><li>Please include 5 paper copies and 1 digital copy (PDF format) of site plan</li><li>Site plan must meet all criteria enumerated in Section 6.02 A.2</li></ul>	We would like to demolish the existing funeral home and then market the vacant property to sell to a retail or restaurant user.		
Applicant Information			
Company Name	New Entity that we will be forming before we purchase the property.		
Primary Contact Name	Todd Kosta		
Address (Street/City/State/ZIP)	4277 Okemos Rd, Suite 200, Okemos, MI 48864		
Primary Phone	310-633-3001	Alternate Phone	517-679-8633
Email	todd@woodworthcommercial.com		
Legal Interest	<input type="radio"/> Own <input type="radio"/> Lease <input checked="" type="radio"/> Offer to Purchase (copy attached) <input type="radio"/> Contractor/Architect/Attorney/etc (specify): _____		
	Do other persons, firms, corporations, or other legal entities have a legal interest in the property? <input checked="" type="radio"/> Yes (list on separate sheet) <input type="radio"/> No		
Owner Information (if different than applicant)			
Owner Name	Susan Jensen		
Company Name (if applicable)	Sanns Delta LLC		
Address (Street/City/State/ZIP)	313 Harpers Way, Lansing, MI 48917-9686		
Primary Phone	517-331-3848	Alternate Phone	517-331-3847
Primary Contact Email	ajensen@palmerbush.com		
Owner's Signature (if not applicant)			
Applicant's Signature		Date	9-26-24

Please indicate whether you grant permission for Township Staff or elected/appointed officials to visit the property.

☒ Yes ☐ No

Property Owner Signature



**To:** Acting Supervisor Mary R. Clark and the Delta Township Board

**From:** Peter Menser, Planning & Economic Development Director

**Date:** November 8, 2024

**Subject:** Rezoning # PRZ2024-0003 (K-2 Retail Construction & Development), rezone 39.27 acres on the north side of W. Saginaw Hwy., immediately west of Interstate 69/96 from AG2 (Agricultural/Residential) to C (Commercial).

K-2 Retail Construction & Development has submitted an application to rezone 39.27 acres located in an area north of Phase 1 of the Delta Crossings development along the west side of Interstate 69/96 from AG2 (Agricultural/Residential) to C (Commercial). The proposed rezoning area includes land from four different parcels: Parcel #040-009-100-047-01, Parcel #040-009-300-033-04, Parcel #040-009-300-033-05, and Parcel #040-009-300-033-03.

Two concurrent Special Land Use Permits (SLUP) and a Site Plan Review application have also been submitted, all of which are intended to facilitate the development of an 87,000 square foot Bass Pro Shops retail store on the easternmost parcel of those proposed for rezoning, Parcel #040-009-100-047-01, which is directly adjacent to Interstate 69/96. The Planning Commission granted Site Plan Review approval of the project at its October 14, 2024 meeting with 25 conditions, which shifts the remaining review of the project to Township staff.

The Planning Commission held a public hearing on the proposed rezoning at its October 14, 2024 meeting and voted unanimously to recommend approval of the request to the Township Board, citing the following reasons for its decision:

1. The proposed rezoning request meets the criteria specified for rezoning in Section 16.04 (Criteria for Amendment to the Official Zoning Map) of the Delta Township Zoning Ordinance.
2. The subject site meets the minimum standards for lot area and lot width of the proposed C (Commercial) zoning district.
3. The subject site is appropriately located near Interstate 69/96 and W. Saginaw Hwy. and is adjacent to other commercial land uses in the Delta Crossings development.
4. The proposed rezoning to Commercial is consistent with the Future Land Use Map designation of Commercial from the 2013 Comprehensive Plan.
5. Public water and sanitary sewer are available to serve the site.

The reasons above note that public water and sanitary sewer are available to serve the site, however the applicant has been advised that while infrastructure exists to provide services to the site, upgrades are needed to ensure that there is adequate capacity to serve this project and any future phases of the Delta Crossings development.

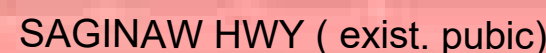
Staff suggests the following motion to approve the rezoning request to C (Commercial):

**I move that the Delta Township Board approve the rezoning request from K-2 Retail Construction & Development to rezone 39.27 acres on the north side of W. Saginaw Hwy., immediately west of Interstate 69/96 from AG2 (Agricultural/Residential) to C (Commercial) for the following reasons:**

- 1. The proposed rezoning request meets the criteria specified for rezoning in Section 16.04 (Criteria for Amendment to the Official Zoning Map) of the Delta Township Zoning Ordinance.**
- 2. The subject site meets the minimum standards for lot area and lot width of the proposed C (Commercial) zoning district.**
- 3. The subject site is appropriately located near Interstate 69/96 and W. Saginaw Hwy. and is adjacent to other commercial land uses in the Delta Crossings development.**
- 4. The proposed rezoning to Commercial is consistent with the Future Land Use Map designation of Commercial from the 2013 Comprehensive Plan.**
- 5. Public water and sanitary sewer are available to serve the site.**



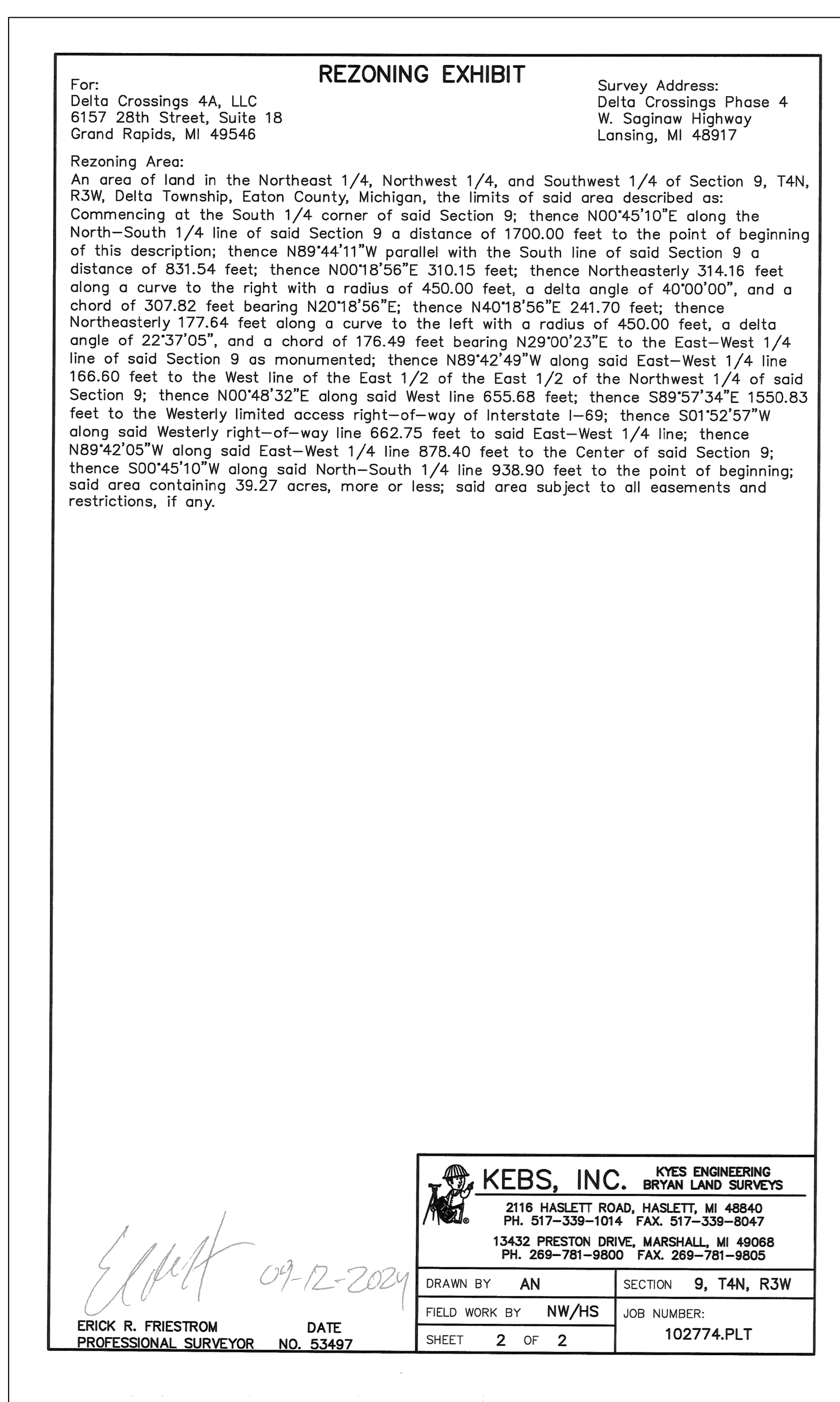
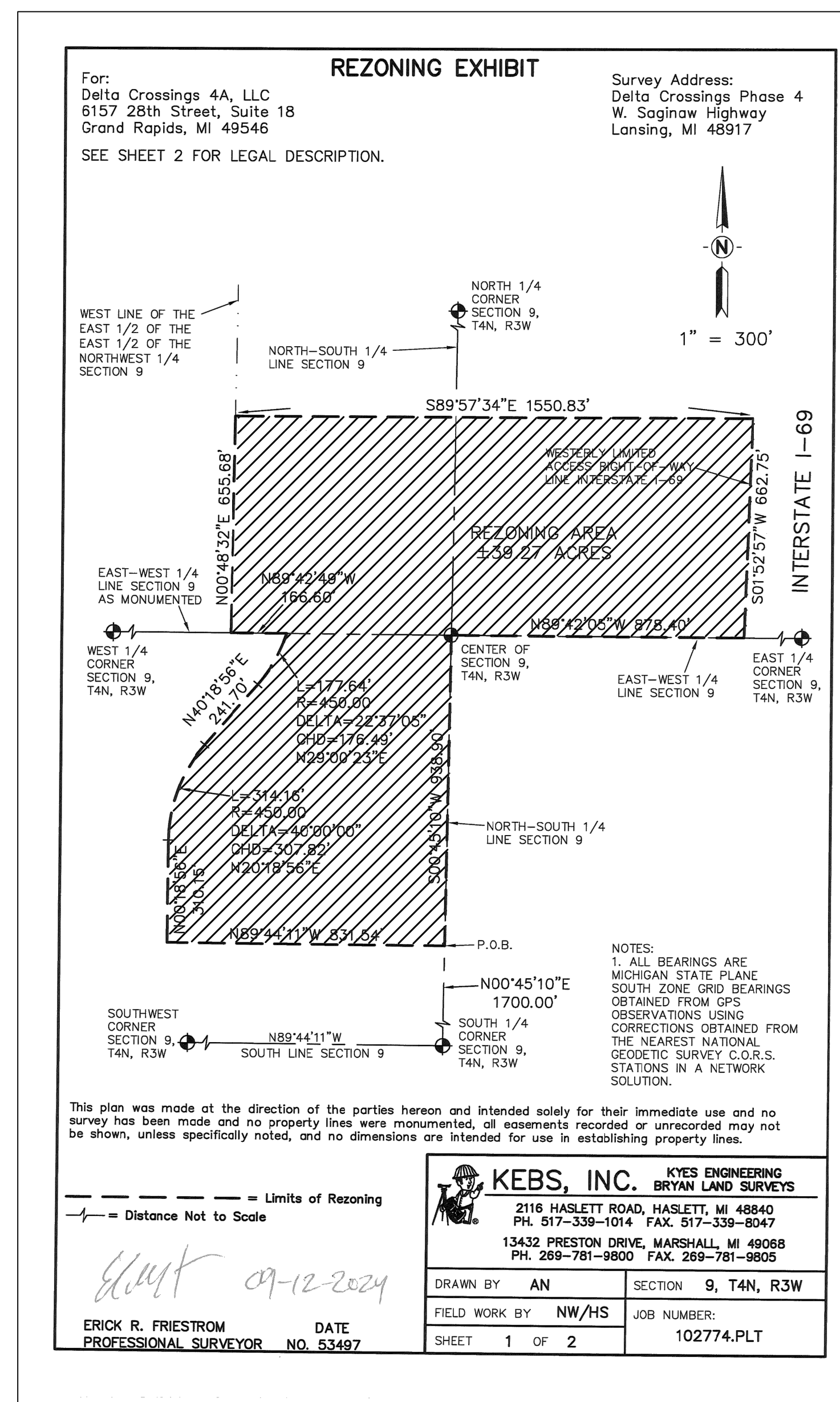
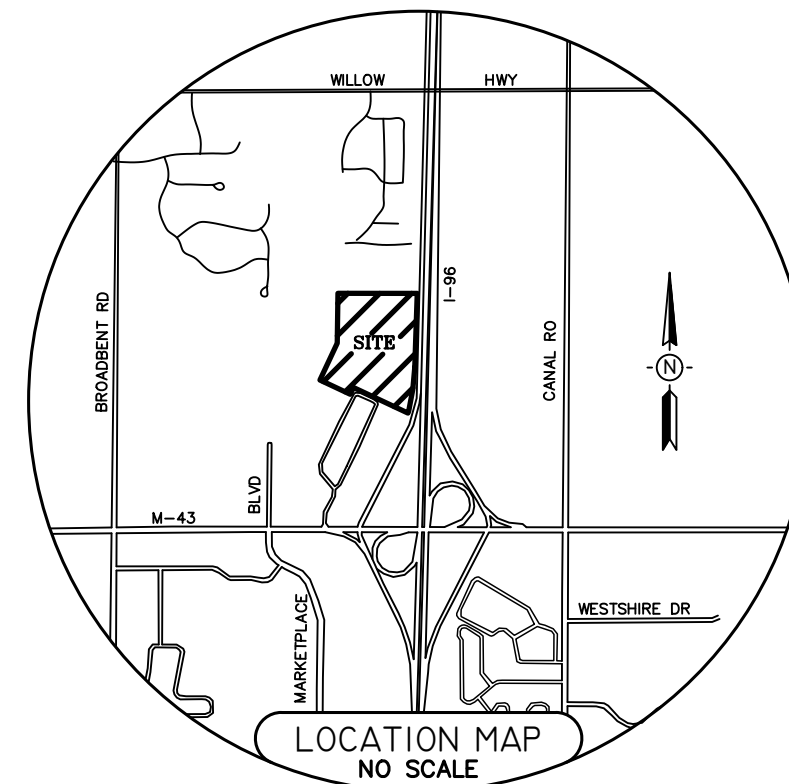
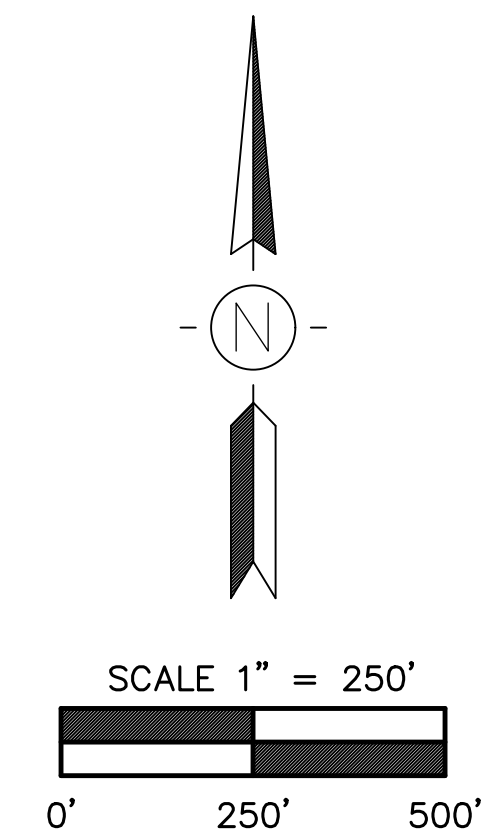
DELTA TOWNSHIP, EATON COUNTY, MICHIGAN








WILLOW HWY ( exist. pubic)


96

**CURRENT DEVELOPMENT**  
**PHASE 4A**  
**PROPOSED OUTDOOR/SPORTING RETAIL**



ZONING LEGEND:

-  C – COMMERCIAL  
 AG2 – AGRICULTURAL/RESIDENTIAL  
 RM – MULTI-FAMILY RESIDENTIAL  
 RB – LOW DENSITY RESIDENTIAL  
 AREA TO BE REZONED FROM AG2 TO C

REVISIONS  REV: 8-13-24 ENLARGE REZONING AREA	 <b>KEBS, INC.</b> KYES ENGINEERING BRYAN LAND SURVEYS  2116 HASLETT ROAD, HASLETT, MI 48840 PH. 517-339-1014 FAX. 517-339-8047  Marshall Office Ph. 269-781-9800	
	<b>DELTA CROSSINGS - PHASE 4A</b>  REZONING MAP	
HORIZ SCALE: VARIES DATE: 8/16/24 AUTHORIZED BY: DELTA CROSSINGS - 4A, LLC	DESIGNER: AJP PROJECT MGR. AJP	APPROVED BY: AJP SHEET 1 OF 1 JOB #: 102774





Planning Department

(517) 323-8560

**To:** Delta Township Planning Commission

**From:** Peter Menser, Planning & Economic Development Director

**Date:** October 10, 2024

**Subject:** Rezoning # PRZ2024-0003 (K-2 Retail Construction & Development), rezone 39.27 acres on the north side of W. Saginaw Hwy., immediately west of Interstate 69/96 from AG2 (Agricultural/Residential) to C (Commercial).

K-2 Retail Construction & Development has submitted an application to rezone 39.27 acres located in an area north of Phase 1 of the Delta Crossings development along the west side of Interstate 69/96 from AG2 (Agricultural/Residential) to C (Commercial). The proposed rezoning area includes land from four different parcels: Parcel #040-009-100-047-01, Parcel #040-009-300-033-04, Parcel #040-009-300-033-05, and Parcel #040-009-300-033-03. Concurrent special land use permits (SLUP) and a Site Plan Review application have also been submitted, all of which are intended to facilitate the development of an 87,000 square foot Bass Pro Shop retail store on the easternmost parcel of those proposed for rezoning, Parcel #040-009-100-047-01, which is directly adjacent to Interstate 69/96. The areas outside of the Bass Pro Shop site proposed for rezoning to Commercial are identified on the rezoning plan as “future” development sites. Those same areas are identified by the developer as potential sites for a medical center, assisted living facility, and self-storage facility on the overall phasing plan submitted with the Site Plan Review application for the Bass Pro Shop project.

### Rezoning Process

The rezoning process typically consists of three public meetings. First, the Planning Commission holds a public hearing on the request and makes a recommendation to the Township Board. Following the public hearing, the Township Board introduces the rezoning at one meeting and then takes final action at a subsequent meeting. Public notices are sent to property owners and occupants of parcels within 300 feet of the property ahead of the public hearing at the Planning Commission, but subsequent meetings are not preceded by mailed notices.

### Future Land Use Map

The Future Land Use Map from the 2013 Comprehensive Plan designates the subject property in the Commercial category. The intent of the Commercial district is to provide for commercial land uses offering convenient shopping and services to residential areas. There is also a sliver of Office designated area on the northern portion of the subject site. The intent of the Office district is to provide for a variety of office uses.

## **Zoning**

The subject site is currently zoned AG2 (Agricultural/Residential). The following table compares the zoning standards of the existing AG2 zoning district with the proposed Commercial zoning district:

<b>Zoning Standard</b>	<b>AG2</b>	<b>Commercial</b>
Min. Lot Area	87,120 sq. ft. (2 acres)	100 ft.
Min. Lot Width	165 ft.	100 ft.
Max Lot Coverage	10%	40%
Front yard setback	50 ft.	50 ft.
Side yard setback	25 ft.	20 ft.
Rear yard setback	50 ft.	20 ft.
Max bldg. height	40 ft.	45 ft.

## **Permitted Uses**

In considering the rezoning request the Planning Commission should consider all uses permitted by right and by SLUP in both the existing and proposed zoning districts. The District Use Table (Table 4.18-B.1.) in the zoning ordinance provides a list showing many common land uses and the zoning district within which they are permitted. The land uses allowed in each respective zoning district differ significantly. There are only a few land uses allowed in AG2 that are also allowed in Commercial zoning: wireless communication facilities, recycling centers, kennels, wind energy conversion systems, outdoor commercial recreational facility, and condominium subdivisions. The land uses allowed in Commercial are representative of most urban/suburban retail and service providers, including dining, shopping, office, instruction, and medical uses, among others.

## **Public Utilities**

The general area is available to be served by municipal water and sanitary sewer, the extent of which will be determined as development is proposed. The location and capacity of public utilities will be reviewed in detail by the Engineering Department during the Site Plan Review process.

## **Review Criteria**

Section 16.04(B) of the Zoning Ordinance provides six “findings” to be considered for a rezoning request. Those provisions are identified as being required for consideration of a rezoning, but not as the only criteria that can be used, which could include any other factors deemed relevant to the request. The findings from Section 16.04(B) are as follows:

- 1. Whether the rezoning is consistent with the goals, policies, and uses proposed for the subject parcel in the Township’s Comprehensive Plan.*

Staff comment: The proposed project aligns with the overall commercial goal stated in the Comprehensive Plan to designate adequate areas to provide commercial facilities, appropriately sized and situated, to serve neighborhood, community, and regional needs. The project also aligns with the specific commercial objective from the Plan to limit new commercial development on W. Saginaw Hwy. to areas east of Broadbent Road. Further, the property is identified as Commercial on the Future Land Use Map within the Plan.

2. *Whether the rezoning is justified by a change in conditions since the original ordinance was adopted or by an error in the original ordinance.*

Staff comment: There have been significant changes in land use surrounding the subject site since the current zoning ordinance was adopted in 2017. While commercial development has been occurring along W. Saginaw Hwy. for many years, the parcels north of those properties fronting on W. Saginaw Hwy. were zoned as single family residential and agricultural since at least the 1970's. The proposed Bass Pro Shop site has been zoned for commercial development since at least 2009. Over time development has moved north with the approval and construction of Phase 1 and Phase 2 of the Delta Crossings project, bringing several large-scale retail stores to the area.

3. *Whether the subject parcel possesses natural features and environmental characteristics which would be significantly adversely impacted by a development or use allowed by the requested rezoning.*

Staff comment: Much of the area proposed for rezoning is open space used for agriculture and there are some segmented areas of forest. Development of the area proposed for rezoning will have impacts to natural features; it is expected that building sites will be graded and paved and trees and other vegetation removed to facilitate construction.

4. *Whether the rezoning complies with the purposes of this ordinance as described in Section 1.02 D.*

Staff comment: Section 1.02 of the zoning ordinance, titled "Authority, Findings, and Purposes" includes subsection D "Purposes." That subsection includes 13 statements that establish the purposes behind the Township adopting zoning regulations and related zoning districts. The 13 purpose statements are as follows:

- A. Promoting and protecting the public health, safety and general welfare.
- B. Protecting the character and stability of the agricultural, recreational, residential, commercial, and industrial areas within Delta Township and promoting the orderly and beneficial development of such areas.
- C. Providing adequate light, air, privacy and convenience of access to property.
- D. Regulating the intensity of use of land and lot areas, and determining the area of open spaces surrounding buildings and structures necessary to provide adequate light and air and to protect the public health.
- E. Lessening and avoiding congestion on public highways and streets.
- F. Promoting adequate and efficient provisions for transportation systems, sewage disposal, water, energy, recreation, and other public service and facility requirements.
- G. Encouraging the use of lands and natural resources in the Township in accordance with their character and adaptability.
- H. Limiting the improper use of land.
- I. Fixing reasonable standards to which buildings and structures shall conform.
- J. Prohibiting uses, buildings or structures which are incompatible with the character of development or the uses, buildings or structures permitted within specified zoning districts.
- K. Protecting against fire, explosion, noxious fumes and odors, heat, dust, smoke, glare, noise, vibration, radioactivity, and other nuisances and hazards in the interest of the public health, safety, and general welfare.
- L. Preventing the overcrowding of the land and undue concentration of buildings and structures so far as is possible and appropriate in each zoning district by regulating the use and bulk of buildings in relation to the land surrounding them.
- M. Otherwise reduce hazards to life and property.



5. *Whether uses allowed under the proposed rezoning would be equally or better suited to the area than uses allowed under the current zoning.*

Staff comment: The location of the site along W. Saginaw Hwy, adjacent to a major interstate highway, makes it potentially viable for both the existing and proposed zoning districts, depending on market conditions and opportunities. The proposed Commercial zoning district allows land uses not permitted in AG2 zoning that could change the character of the area.

6. *The ability of the Township or other governmental agencies to provide services, infrastructure and facilities that may be required if the rezoning were approved.*

Staff comment: The subject site is near the W. Saginaw Hwy commercial corridor that provides convenient access to public services from the Township and other regional service providers.

#### Planning Commission Options

The Planning Commission may recommend approval or denial of the requested rezoning, or it may recommend a different zoning designation than proposed by the applicant to the Township Board. Staff suggests the following motion to recommend approval of the requested rezoning to C (Commercial):

**“I move that the Planning Commission recommend to the Delta Township Board of Trustees approval of the request to rezone 39.27 acres on the north side of W. Saginaw Hwy., immediately west of Interstate 69/96 from AG2 (Agricultural/Residential) to C (Commercial) for the following reasons:**


- 1. The proposed rezoning request meets the criteria specified for rezoning in Section 16.04 (Criteria for Amendment to the Official Zoning Map) of the Delta Township Zoning Ordinance.**
- 2. The subject site meets the minimum standards for lot area and lot width of the proposed C (Commercial) zoning district.**
- 3. The subject site is appropriately located near Interstate 69/96 and W. Saginaw Hwy. and is adjacent to other commercial land uses in the Delta Crossings development.**
- 4. The proposed rezoning to Commercial is consistent with the Future Land Use Map designation of Commercial from the 2013 Comprehensive Plan.**
- 5. Public water and sanitary sewer are available to serve the site.**



## Rezoning Application

### Planning Department

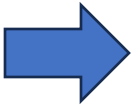
7710 W Saginaw Hwy, Lansing, MI 48917 - [www.deltami.gov](http://www.deltami.gov) - 517.323.8560 - [planning@deltami.gov](mailto:planning@deltami.gov)

Property/Site Information			
Parcel ID			
Site Address (if applicable) (Street/City/State/ZIP)			
Current Use(s)		Proposed Use(s)	
Briefly Describe Project <ul style="list-style-type: none"><li>Please include 5 paper copies and 1 digital copy (PDF format) of site plan</li><li>Site plan must meet all criteria enumerated in Section 6.02 A.2</li></ul>			
Applicant Information			
Company Name			
Primary Contact Name			
Address (Street/City/State/ZIP)			
Primary Phone		Alternate Phone	
Email			
Legal Interest	<input type="radio"/> Own <input type="radio"/> Lease <input type="radio"/> Offer to Purchase (copy attached) <input type="radio"/> Contractor/Architect/Attorney/etc (specify): _____		
	Do other persons, firms, corporations, or other legal entities have a legal interest in the property? <input type="radio"/> Yes (list on separate sheet) <input type="radio"/> No		
Owner Information (if different than applicant)			
Owner Name			
Company Name (if applicable)			
Address (Street/City/State/ZIP)			
Primary Phone		Alternate Phone	
Primary Contact Email			
Owner's Signature (if not applicant)			
			
Applicant's Signature		Date	

Please indicate whether you grant permission for Township Staff or elected/appointed officials to visit the property.

Yes   No

\_\_\_\_\_  
Property Owner Signature



- **Case # PRZ2024-0003 (K-2 Retail Construction & Development):** Rezone 39.27 acres on the north side of W. Saginaw Hwy., immediately west of Interstate 69/96 (portions of Parcels # 40-009-100-047-01, #040-009-300-033-04, #040-009-300-033-05, and Parcel #40-009-300-033-03, from AG2 (Agricultural/Residential) to C (Commercial).

Chair Hunt-Proctor called for a motion to open the public hearings.

**MOTION BY WEINFELD, SECONDED BY SCHWEITZER, TO OPEN THE PUBLIC HEARINGS  
VOICE VOTE. CARRIED 8-0.**

Mr. Menser introduced the request and reviewed the staff report. He described the process to receive final approval of the rezoning from the board.

Chair Hunt-Proctor asked if anyone from the public would like to speak, no one addressed the Planning Commission.

**MOTION BY MCCONNELL, SECONDED BY SCHEWITZER, TO CLOSE THE PUBLIC HEARING.  
VOICE VOTE. CARRIED 8-0.**

**MOTION BY MCCONNELL, SECONDED BY BRADLEY:**

“I move that the Planning Commission recommend to the Delta Township Board of Trustees approval of the request to rezone 39.27 acres on the north side of W. Saginaw Hwy., immediately west of Interstate 69/96 from AG2 (Agricultural/Residential) to C (Commercial) for the following reasons:

1. The proposed rezoning request meets the criteria specified for rezoning in Section 16.04 (Criteria for Amendment to the Official Zoning Map) of the Delta Township Zoning Ordinance.
2. The subject site meets the minimum standards for lot area and lot width of the proposed C (Commercial) zoning district.
3. The subject site is appropriately located near Interstate 69/96 and W. Saginaw Hwy. and is adjacent to other commercial land uses in the Delta Crossings development.
4. The proposed rezoning to Commercial is consistent with the Future Land Use Map designation of Commercial from the 2013 Comprehensive Plan.
5. Public water and sanitary sewer are available to serve the site.:

**ROLL CALL VOTE. CARRIED 8-0.**



**To:** Acting Supervisor Mary R. Clark and the Delta Township Board

**From:** Peter Menser, Planning & Economic Development Director

**Date:** November 7, 2024

**Subject:** Special Use Permit #PSL2024-0012 (K-2 Retail Construction & Development), construct large-scale retail establishment in the Delta Crossings development on the north side of W. Saginaw Hwy., immediately west of Interstate 69/96 (Parcel #040-009-300-033-04).

K-2 Retail Construction & Development has submitted a special land use permit (SLUP) application to construct an 87,000 square foot Bass Pro Shops retail building on approximately 27.5 acres located north of Phase 1 in the Delta Crossings development along the west side of Interstate 69/96 (Parcel #040-009-300-033-04). The new retail building is identified as Phase 4a of the Delta Crossings development. Any retail establishment larger than 50,000 square feet in gross floor area is required to receive SLUP approval under Section 8.36 of the Zoning Ordinance (Large-Scale Retail Establishment). Concurrent Rezoning and SLUP applications have also been submitted, both of which are related to the proposed project. The Planning Commission granted Site Plan Review approval of the project at its meeting on October 14, 2028, subject to 25 conditions. Staff is currently reviewing the site plan and working with the applicant to address the conditions of approval.

The Planning Commission held a public hearing and recommended approval of the SLUP at its meeting on October 14, 2024, citing the following reasons for its decision:

1. The Special Land Use standards set forth in Section 7.03 of the zoning ordinance have been met.
2. The specific use standards for a large-scale retail establishment in Section 8.36 of the zoning ordinance have been met.

A staff memorandum outlining the SLUP request is attached for the Board's review, along with minutes from the Planning Commission meeting at which the request was discussed. Staff suggests the following motion for the Township Board to grant approval of the SLUP:

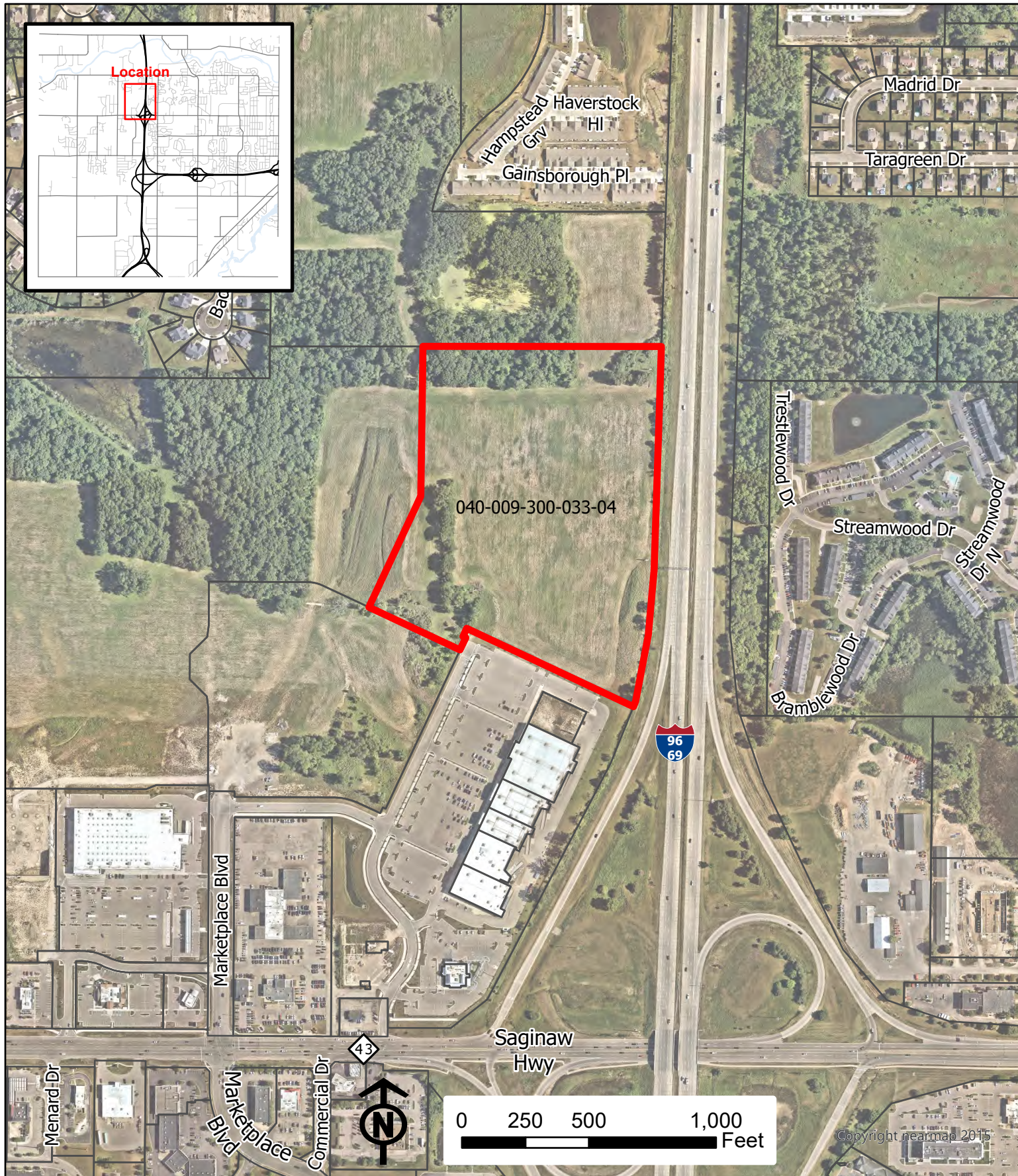
**"I move that the Delta Township Board approve the Special Land Use Permit request from K-2 Retail Construction & Development to construct a large-scale retail establishment in the Delta Crossings development on the north side of W. Saginaw Hwy., immediately west of Interstate 69/96 (Parcel #040-009-300-033-04) as described in Case No. PSL2024-0012, subject to the following conditions of approval:**



*Conditions on Pg 2*

- 1. Approval is granted in accordance with the site plan prepared by Kebs, Inc. dated August 19, 2024.**
- 2. Any expansion of the approved use shall require approval of an amendment to the SLUP.**
- 3. The project must receive Site Plan Review approval from the Zoning Administrator prior to the issuance of a building permit.**
- 4. The applicant shall provide details on fencing for the proposed boat storage area, including height and material type per Section 8.61 of the Zoning Ordinance prior to Site Plan Review approval being granted by the Zoning Administrator. The fence must be at least six feet tall and may not be comprised of wire or chain-link.**
- 5. Wheel stops shall be installed in the 40 parking spaces that are located along the pedestrian walkway to ensure vehicles do not block or impede the walkway.**
- 6. Outdoor displays and sales on the site must meet the standards established in Section 8.41 of the Zoning Ordinance.**
- 7. Failure of the applicant to comply with any of the provisions required by the Zoning Ordinance, or any stipulations required by the Delta Township Board, shall constitute grounds for termination of this permit by the Delta Township Board.**





**Delta Charter Township**  
 7710 W. Saginaw Highway  
 Lansing, MI 48917  
 517.323.8500



**Parcel 040-009-300-033-04**  
**Delta Crossings Phase 4a**  
**Location Map**





Planning Department

(517) 323-8560

**To:** Delta Township Planning Commission

**From:** Peter Menser, Planning & Economic Development Director

**Date:** October 11, 2024

**Subject:** Special Use Permit #PSL2024-0012 (K-2 Retail Construction & Development), construct large-scale retail establishment in the Delta Crossings development on the north side of W. Saginaw Hwy., immediately west of Interstate 69/96 (Parcel #040-009-300-033-04).

Special Use Permit #PSL2024-0013 (K-2 Retail Construction & Development), establish vehicle (boat) repair and sales/service facility in a proposed retail building in the Delta Crossings development on the north side of W. Saginaw Hwy., immediately west of Interstate 69/96 (Parcel #040-009-300-033-04).

K-2 Retail Construction & Development has submitted two special use permit (SLUP) applications to facilitate construction of a new 87,000 square foot retail building (Bass Pro Shops) on approximately 27.5 acres located north of Phase 1 of the Delta Crossings development along the west side of Interstate 69/96 (Parcel #040-009-300-033-04). Concurrent Rezoning and Site Plan Review applications have also been submitted, both of which are related to the proposed project. The construction of the new retail building is identified as Phase 4a of the Delta Crossings development.

A SLUP is required under Section 8.36 of the Zoning Ordinance for the construction of a retail establishment larger than 50,000 square feet in gross floor area. SLUP approval is also required for the boat sales and repair services provided by the Bass Pro Shops store under Sections 8.61 and 8.62 of the Zoning Ordinance. The site plan for the proposed project shows three boat repair bays on the building and a 0.6-acre boat storage yard at the north side of the property.

The nine general special use permit criteria listed in Section 7.03 of the zoning ordinance, the specific standards for a large-scale retail establishment found in Section 8.36, and the specific standards for vehicle repair (8.61) and vehicle sales/service facilities (8.62) should be used for consideration of the request. For a SLUP, the Planning Commission holds the public hearing and makes a recommendation on the request and then the Township Board will take final action at a subsequent meeting.

The following provides a summary of the proposal's consistency with the special use permit criteria and specific use standards for the proposed development.



**SLUP Standards of Approval (Section 7.03)**

1. *Compatibility with the Comprehensive Plan. The proposed Special Land Use shall be compatible and in accordance with the goals, objectives and policies of the Delta Charter Township Comprehensive Plan and any associated sub-area and corridor plans.*

Staff comment: The proposed project aligns with the overall Commercial goal stated in the Comprehensive Plan to Designate adequate areas to provide commercial facilities, appropriately sized and situated, to serve neighborhood, community and regional needs. The project also aligns with the specific Commercial objective from the Plan to Limit new commercial development on W. Saginaw Hwy. to areas east of Broadbent Road.

2. *Compatibility with Adjacent Uses. The proposed Special Land Use shall be constructed, operated and maintained so as to be compatible with the existing or intended character of the general vicinity and so as not to change the essential character of the area in which it is proposed. A Special Land Use shall be designed and constructed so as to not create a significant detrimental impact, as compared to the impacts of permitted uses.*

Staff comment: The subject property is located along a major interstate highway and is adjacent to other large-scale commercial developments. The site is approximately 550 feet from the nearest residence.

3. *Impact on Public Services. The proposed Special Land Use shall be served adequately by essential public facilities and services, such as highways, streets, police and fire protection, drainage, water and sewage facilities. Such services shall be provided and accommodated without an unreasonable public burden.*

Staff comment: The proposed development will be served by public utilities and is not expected to place an unreasonable burden on those systems.

4. *Impact on the Overall Environment. The proposed Special Land Use shall not involve uses, activities, processes, materials and equipment, or conditions of operation that will be detrimental to the natural environment, public health, safety, or welfare by reason of excessive production of traffic, noise, smoke, odors, or other such nuisance in comparison to the impacts associated with typical permitted uses.*

Staff comment: The proposed project will not negatively impact the natural environment, public health, safety, or welfare in a manner beyond what might be expected from a greenfield development.

5. *Traffic Impact. The proposed Special Land Use shall be located and designed in a manner which will minimize the impact of traffic, taking into consideration: pedestrian access and safety; vehicle trip generation (i.e. volumes); types of traffic, access location and design, circulation and parking design; street and bridge capacity; and traffic operations at nearby intersections and access points. Efforts shall be made to ensure that multiple transportation modes are safely and effectively accommodated in an effort to provide alternate modes of access and alleviate vehicular traffic congestion. The applicant shall comply with the Township's Complete Streets Ordinance.*

Staff comment: Significant traffic is expected to be generated by the proposed development. Pedestrian access is provided via walkways and pathways that connect the site to W. Saginaw Hwy. Staff will work with the Capital Area Transportation Authority (CATA) to determine if a bus stop may be placed at or near the new development.

6. *Operational Characteristics. The nature and character of the activities, processes, materials, equipment, or conditions of operation, either specifically or typically associated with the use shall be reviewed.*

Staff comment: No negative impacts are expected from the operation of the new development.

7. *Outdoor Operations. Measures shall be taken to ensure that outdoor activity, storage, and work areas will be compatible with adjacent land uses.*

Staff comment: A pond is planned on the southern portion of the site that the developer anecdotally has noted will be used by the proposed development to test out merchandise and conduct classes. It is not anticipated that the use of the pond will impact adjacent land uses.

8. *Compliance with Zoning Ordinance Standards. The proposed Special Land Use shall be designed, constructed, operated, and maintained to meet the stated intent of the zoning district and shall comply with all applicable ordinance standards.*

Staff comment: The proposed project has been designed to meet the stated intent of the zoning ordinance.

9. *Special Land Use Approval Specific Requirements. The general standards and requirements of this Section are basic to all uses authorized by Special Land Use approval. The specific and detailed requirements relating to particular uses and area requirements must also be satisfied for those uses.*

Staff comment: The proposed project must meet the nine general special use permit criteria listed in Section 7.03 of the zoning ordinance and the specific use standards in Sections 8.36, 8.61, and 8.62, which are detailed below.

### **Large-Scale Retail Establishment standards (Section 8.36)**

Section 8.36 of the Zoning Ordinance provides standards for proposed large-scale retail establishments, which are as follows:

*Facades and Exterior Walls. Building facades greater than fifty (50) feet in length are required to incorporate recesses and projections with a minimum depth of five (5) feet along at least twenty percent (20%) of the length of the facade. This requirement shall pertain to building facades which face a public street and is intended to ensure that the building is not monotonous in appearance.*

Staff comment: The proposed building facades provide sufficient articulation.

*Roofs. There shall be variations in rooflines to reduce the massive scale of the structure and add visual interest. Roofs which face a public street shall have at least two of the following features: parapets concealing flat roofs and rooftop equipment, overhanging eaves a minimum of three (3) feet past the supporting walls, sloped roofs, and three or more roof slope planes.*

Staff comment: The proposed building roofline offers several types of design features.

*Parking Lot Location. No more than fifty percent of the off-street parking area devoted to the large-scale retail establishment shall be located within the required front yard.*

Staff comment: The site as designed has two front yards and the parking is mostly divided between the two front yards, however the shape and location of the parcel makes strict adherence to this provision impractical.

*Primary Entrance. The primary building entrance shall be clearly identifiable, useable, and located facing the road right of way.*

Staff comment: The primary building entrance is well marked and wide to accommodate customers. The entrance faces the private service drive that serves as one of the main points of access to the property.

*Pedestrian Connection. A pedestrian connection shall be provided between the primary street upon which the building fronts and the building. The connection shall be hard surfaced, not less than five (5) feet in width, and shall be designed so that parked vehicles do not overhang the walkway.*

Staff comment: A seven-foot-wide pedestrian walkway connects the proposed building to Bohemia Ave. and a ten-foot-wide pedestrian pathway runs from there to W. Saginaw Hwy along Marketplace Blvd. Staff added a condition of approval requiring the installation of parking bollards to ensure that vehicles do not block the walkway.

*Ancillary Functions. Loading docks, trash collection, outdoor storage, cart corrals, and similar functions shall be incorporated into the overall design of the building and landscaping.*

Staff comment: Loading docks and trash collection are located at the rear of the building. Cart corrals are located in the parking lot. No outdoor storage areas are shown on the site plan.

### **Vehicle Repair, Vehicle Sales/Leasing and Service Facilities standards (Sections 8.61 and 8.62)**

Sections 8.61 and 8.62 of the Zoning Ordinance provide standards for sites that provide vehicle repair and sales services, which are as follows:

#### **Vehicle Repair – Section 8.61**

1. *Outdoor Storage. All dismantled, wrecked or inoperable vehicles awaiting repair that are stored outdoors must be enclosed by an opaque fence or wall six feet in height. Wire fences are not permitted.*

Staff comment: A 0.6-acre boat storage yard is identified on the plans for the storage of boats on the north property line. Information or details on any proposed fencing has not been provided and a condition to the SLUP requiring the applicant to do so has been added.

2. *Screening. Screening consisting of solid fencing, a masonry wall, earthen berm, and/or landscaping to ensure compatibility between vehicle repair establishments and adjacent properties.*

Staff comment: The proposed boat repair bays face south, away from any potential new residential developments, therefore staff suggest the fence around the boat storage area is sufficient to screen any repair activities.

3. *Disposal Containers. Suitable containers are required for the storage and disposal of used and damaged parts. Trash, tires, and supplies shall not be stored outside of an enclosed building.*

Staff comment: The boat repair facility is located within the building and storage of any parts is expected to be within the building.

4. *Repair and Maintenance Activities. Repair and maintenance activities shall be performed entirely within an enclosed building.*

Staff comment: The boat repair facility is located within the building and storage of any parts is expected to be within the building.

5. *Front Setback Restrictions. Ancillary services and equipment including but not limited to vacuums, air hoses, propane tank sales, etc., shall not be located within the required front setback area nor impede vehicular traffic.*

Staff comment: N/A

6. *Vehicle Sales and Leasing. Vehicle sales and leasing shall be permitted in conjunction with a vehicle repair facility. Vehicle sales and leasing shall comply with the standards in Section 8.62 of the Zoning Ordinance.*

Staff comment: The proposed retail development will be offering vehicle (boat) sales in conjunction with the repair services provided.

7. *Prohibited Uses. Convenience stores, salvage yards, and auction sales are prohibited with a vehicle repair facility.*

Staff comment: The uses listed above are not proposed as part of this project.

### **Vehicle Sales/Leasing and Service Facilities – Section 8.62**

*Uses Permitted. Vehicle sales and leasing shall include but shall not be limited to the sales and leasing of new and used motor vehicles; recreation vehicles; motorcycles; snowmobiles; watercraft; and open/enclosed trailers.*

Staff comment: Staff research indicates that the products sold by the proposed retailer align with the types of vehicles listed above.

*Access. Primary access to the subject parcel shall be on a county primary road, as classified by the Eaton County Road Commission, or a state trunk line under the jurisdiction of the Michigan Department of Transportation.*

Staff comment: Access to the site is provided by Marketplace Blvd., which has not yet been accepted by the Eaton County Road Commission as a public road. A condition has been added requiring that the road be converted to public prior to Site Plan Review approval being granted by the Zoning Administrator.

*Setbacks. No vehicles shall be parked or displayed within twenty (20) feet of any road right-of-way.*

Staff comment: The site plan does not identify any parking spaces or display areas within 20 feet of a road right-of-way.

*Paving of Display Areas. Areas used for the display of vehicles shall be paved.*

Staff comment: The site plan does not identify any outdoor vehicle display areas.

*Lighting of Display Areas. If areas used for the display of vehicles are illuminated, the lighting shall be deflected away from adjacent properties and streets in accordance with Section 12.05.*

Staff comment: The site plan does not identify any outdoor vehicle or merchandise display areas.

*Noise. Loudspeakers broadcasting voice or music outside of a building shall not be permitted within five hundred (500) feet of a residential property line.*

Staff comment: Staff are not aware that outdoor loudspeakers are proposed for use at the site.

*Repair and Maintenance. All repair and maintenance activities shall comply with the standards set forth in Section 8.61.*

Staff comment: A review of the standards from Section 8.61 of the Zoning Ordinance are provided above.

*Vehicle Deliveries. Vehicle deliveries shall take place on the premises and shall not interfere with vehicular traffic on a public road.*

Staff comment: Details on vehicle delivery were not provided, but staff do not anticipate related site issues or interference with adjacent roadways.

#### Planning Commission Options

##### *Large-scale retail establishment SLUP*

The Planning Commission may recommend approval, approval with conditions, or denial of the SLUP. The following motion is provided to recommend approval with conditions of the SLUP to construct a large-scale retail establishment:

**“I move that the Planning Commission recommend to the Delta Township Board of Trustees approval of the Special Land Use Permit request from K-2 Retail Construction & Development to construct a large-scale retail establishment in the Delta Crossings development on the north side of W. Saginaw Hwy., immediately west of Interstate 69/96 (Parcel #040-009-300-033-04) as described in Case No. PSL2024-0012 for the following reasons:**

- 1. The Special Land Use standards set forth in Section 7.03 of the zoning ordinance have been met.**
- 2. The specific use standards for a large-scale retail establishment in Section 8.36 of the zoning ordinance have been met.**

#### **With the following Conditions of Approval:**

- 1. Approval is granted in accordance with the site plan prepared by Kebs, Inc. dated August 19, 2024.**
- 2. Any expansion of the approved use shall require approval of an amendment to the SLUP.**
- 3. The project must receive Site Plan Review approval from the Zoning Administrator prior to the issuance of a building permit.**
- 4. The applicant shall provide details on fencing for the proposed boat storage area, including height and material type per Section 8.61 of the Zoning Ordinance prior to Site Plan Review approval being granted by the Zoning Administrator. The fence must be at least six feet tall and may not be comprised of wire or chain-link.**

5. **Wheel stops shall be installed in the 40 parking spaces that are located along the pedestrian walkway to ensure vehicles do not block or impede the walkway.**
6. **Outdoor displays and sales on the site must meet the standards established in Section 8.41 of the Zoning Ordinance.**
7. **Failure of the applicant to comply with any of the provisions required by the Zoning Ordinance, or any stipulations required by the Delta Township Board, shall constitute grounds for termination of this permit by the Delta Township Board.**

*Vehicle repair – vehicle sales/leasing and service facilities SLUP*

The Planning Commission may recommend approval, approval with conditions, or denial of the SLUP. Staff suggests the following motion to recommend approval of the SLUP to establish a vehicle repair and vehicle sales/service facility:

**“I move that the Planning Commission recommend to the Delta Township Board of Trustees approval of the Special Land Use Permit request from K-2 Retail Construction & Development to establish a vehicle repair and vehicle sales/service facility in the Delta Crossings development on the north side of W. Saginaw Hwy., immediately west of Interstate 69/96 (Parcel #040-009-300-033-04) as described in Case No. PSL2024-0013 for the following reasons:**

1. **The Special Land Use standards set forth in Section 7.03 of the zoning ordinance have been met.**
2. **The specific use standards for vehicle repair in Section 8.61 of the zoning ordinance have been met.**
3. **The specific use standards for vehicle sales/leasing and service facilities in Section 8.62 have been met.**

**With the following Conditions of Approval:**

1. **Approval is granted in accordance with the site plan prepared by Kebs, Inc. dated August 19, 2024.**
2. **Any expansion of the approved use shall require approval of an amendment to the SLUP.**
3. **The project must receive Site Plan Review approval from the Zoning Administrator prior to the issuance of a building permit.**
4. **The applicant shall provide details on fencing for the proposed boat storage area, including height and material type per Section 8.61 of the Zoning Ordinance prior to Site Plan Review approval being granted by the Zoning Administrator. The fence must be at least six feet tall and may not be comprised of wire or chain-link.**
5. **Wheel stops shall be installed in the 40 parking spaces that are located along the pedestrian walkway to ensure vehicles do not block or impede the walkway.**
6. **Outdoor displays and sales on the site must meet the standards established in Section 8.41 of the Zoning Ordinance.**
7. **Failure of the applicant to comply with any of the provisions required by the Zoning Ordinance, or any stipulations required by the Delta Township Board, shall constitute grounds for termination of this permit by the Delta Township Board.**






## Special Land Use Permit Application

### Planning Department

7710 W Saginaw Hwy, Lansing, MI 48917 - [www.deltami.gov](http://www.deltami.gov) - 517.323.8560 - [planning@deltami.gov](mailto:planning@deltami.gov)

Property/Site Information			
Parcel ID			
Site Address (if applicable) (Street/City/State/ZIP)			
Current Use(s)		Proposed Use(s)	
Briefly Describe Project <ul style="list-style-type: none"><li>Please include 5 paper copies and 1 digital copy (PDF format) of site plan</li><li>Site plan must meet all criteria enumerated in Section 6.02 A.2</li></ul>			
Applicant Information			
Company Name			
Primary Contact Name			
Address (Street/City/State/ZIP)			
Primary Phone		Alternate Phone	
Email			
Legal Interest	<input type="radio"/> Own <input type="radio"/> Lease <input type="radio"/> Offer to Purchase (copy attached) <input type="radio"/> Contractor/Architect/Attorney/etc (specify): _____		
	Do other persons, firms, corporations, or other legal entities have a legal interest in the property? <input type="radio"/> Yes (list on separate sheet) <input type="radio"/> No		
Owner Information (if different than applicant)			
Owner Name			
Company Name (if applicable)			
Address (Street/City/State/ZIP)			
Primary Phone		Alternate Phone	
Primary Contact Email			
Owner's Signature (if not applicant)			
			8/26/24
Applicant's Signature			Date

Please indicate whether you grant permission for Township Staff or elected/appointed officials to visit the property.

Yes   No

\_\_\_\_\_  
Property Owner Signature

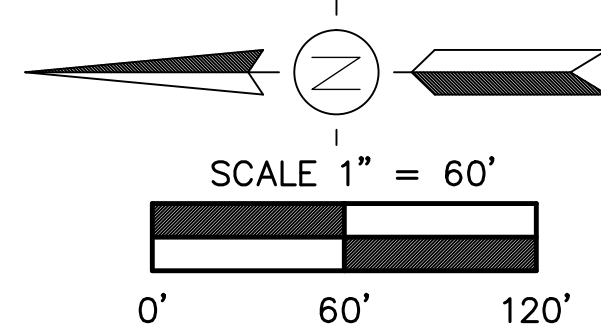


## Responses to Delta Section 7.03

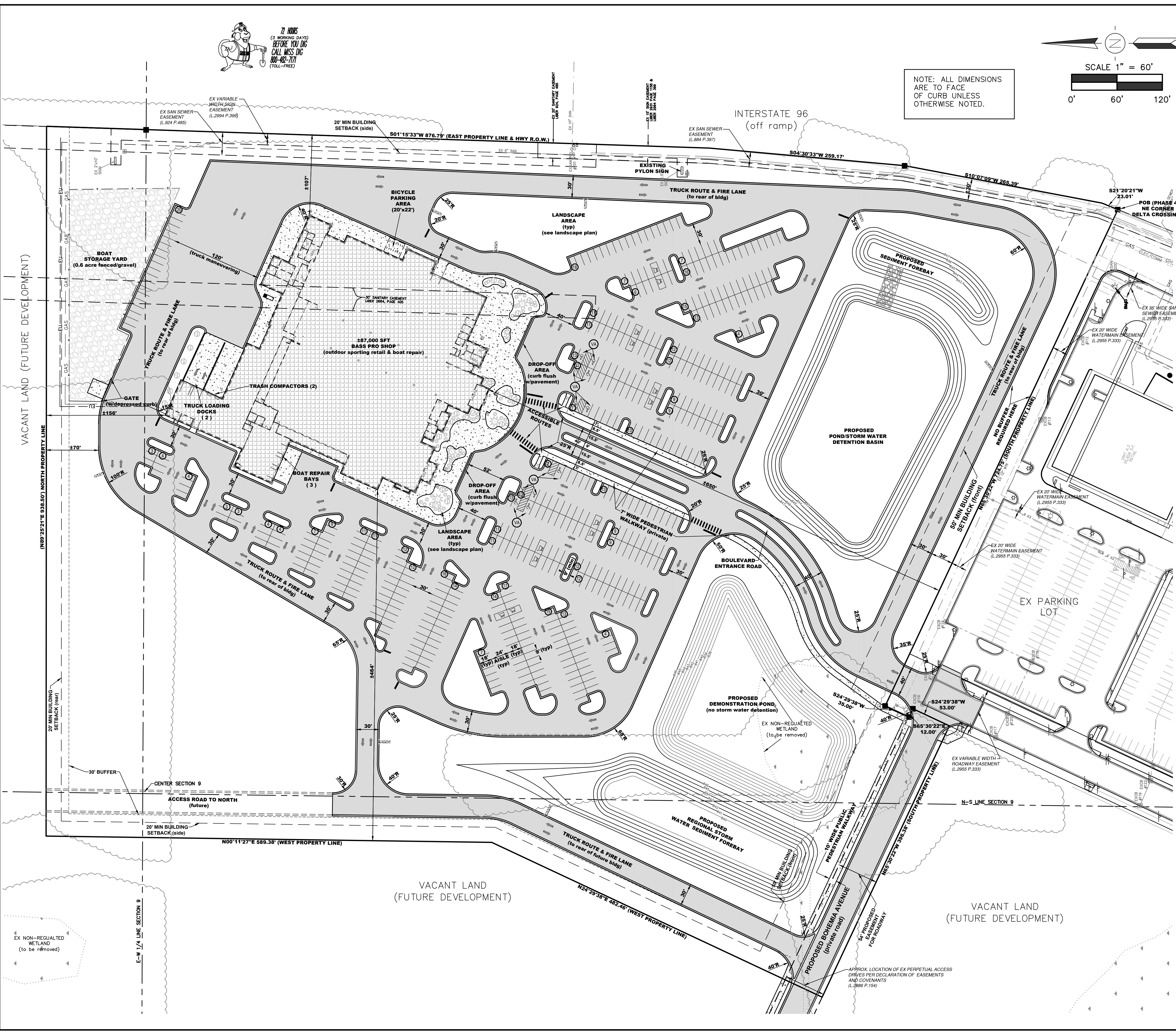
1. This portion of the development is a large scale Outdoor sporting goods/Hunting-fishing retail store, inclusive of demonstration areas, boat service and storage, and all related hard and soft goods. This coincides with the retail mix as a part of the multi-use overall development plan. This retailer is a destination for the surrounding area, bringing tax dollars and excitement in the West Lansing area and surrounding region.
2. The outdoor portion of the retailer is essential to their merchandising strategy, and has been proven in many other locations throughout the country.
3. Additional streets, lighting, storm water conveyance and fire protection is incorporated into the plan for this Phase of the overall development. Truck paths are allowed for in the Site Plan Approval package for emergency vehicle access.
4. No additional smoke, odors or noise are associated with this development.
5. A traffic study has been conducted and has proven the fact that the additional parking, sidewalks, and vehicular traffic will be supported by the planned overall site design.
6. See paragraph 1 for a description of the planned Phase.
7. Any boat storage will be located in the rear of the building, and will act as secondary boat display area, tying in with the overall merchandising strategy of the retailer.
8. The project is a mercantile operation, compatible with Commercial zoning.
9. The only portion of this retail building that is non-pedestrian is a boat service area to support the preparation of a new sale, and future servicing of their customers. Two bays are located at the Northwest quadrant of the property and are integrated into the overall aesthetic of the Exterior Elevations.

5510 28<sup>th</sup> Street  
#1147  
Grand Rapids MI 49512  
PH: 248-859-2817  
WWW.K2-RETAIL.COM





NOTE: ALL DIMENSIONS ARE TO FACE OF CURB UNLESS OTHERWISE NOTED.



**SITE DATA:**  
PROJECT DESCRIPTION:  
CURRENT USE: VACANT LAND  
PROPOSED USE: RETAIL

**PARCEL INFORMATION/LEGAL:**  
TAX ID (PART OF #040-009-300-033-02 & PART OF #040-009-100-047-00)  
ADDRESS: VACANT LAND  
GROSS LOT AREA = 27.56 ACRES  
NET LOT AREA = 27.56 (site) - 0.45 (road) = 27.11 ACRES

**ZONING:**  
C - COMMERCIAL - 20.02 ACRES  
AG2 - AGRICULTURAL/RESIDENTIAL - 7.54 ACRES (PROPOSED REZONE TO C- COMMERCIAL)

**BUILDING SETBACKS:**  
REQUIRED:  
FRONT - 50' (74.67' FOR ADD'L BLDG HEIGHT)  
SIDE - 20' (44.67' FOR ADD'L BLDG HEIGHT)  
REAR - 20' (44.67' FOR ADD'L BLDG HEIGHT)  
PROVIDED:  
FRONT - 650'  
SIDES - EAST = 107' WEST = 464'  
REAR - 156'

**PARKING SETBACKS:**  
REQUIRED:  
FRONT - 10'  
SIDES - 5' (EXCEPT WHERE 30' BUFFER REQUIRED)  
REAR - 5' (EXCEPT WHERE 30' BUFFER REQUIRED)  
PROVIDED:  
FRONT - 30'  
SIDES - 29'(east) and 162'(west)  
REAR - 30'

**BUILDING DATA:**  
BUILDING FOOTPRINT AREA = ±87,000 SFT  
MAXIMUM BUILDING HEIGHT ALLOWED= 45' (MAY BE INCREASED BY 1 FT FOR EACH 2 FT OF ADDITIONAL FRONT, SIDE & REAR SETBACK PROVIDED TO A MAX. HEIGHT OF 60')  
PROPOSED BUILDING HEIGHT = 57'4"

**LOT COVERAGE:**  
MAXIMUM ALLOWED: 40%  
PROPOSED COVERAGE: 87,000 sft/(27.11 ac x 43,560 sft/ac) = 7.37%

**IMPERVIOUS SURFACE:**  
TOTAL IMPERVIOUS AREA: = 16.45 ACRES  
PERCENTAGE IMPERVIOUS AREA TO NET LOT AREA = (16.45 AC/27.11 AC) = 60.7%

**PARKING SPACE REQUIREMENTS:**  
FOR COMMERCIAL RETAIL -  
REQUIREMENT: 4 SPACES PER 1000 SFT OF USABLE FLOOR AREA  
87,000 SFT x 0.85 = 73,950 USABLE FLOOR AREA  
73,950 SFT/1000 SFT x 4 = 296 SPACES  
MAXIMUM ALLOWABLE PARKING = 130% OF REQUIRED PARKING  
MAX. TOTAL = 296 x 1.3 = 385 SPACES  
TOTAL PROVIDED: 511 SPACES (variance required)

**ACCESSIBLE SPACES REQUIRED:**  
TOTAL REQUIRED: FOR 511 TOTAL SPACES - 2% OF TOTAL ≥ 511 x 0.02 = 11  
TOTAL PROVIDED: 12

**BICYCLE PARKING REQUIREMENTS:**  
1 BIKE SPACE PER 20 CAR SPACES: 511/20 = 26 REQUIRED - 28 PROVIDED

**LEGAL DESCRIPTION:**  
(Per First American Title Commitment BT-10684-2 Revision:Update 4)  
Parcel 4 Description:  
The Land referred to herein below is situated in the County of Eaton, State of Michigan described as follows:  
Land situated in the Township of Delta, County of Eaton, State of Michigan described as follows:  
Commencing at the South 1/4 Corner of Section 89, thence South 89 degrees 38 minutes 43 seconds West, along the South line of Section 9, 350.54 feet to the southeast corner of Delta Crossings, Eaton County Condominium Subdivision Plan Number 85, as recorded in Liber 2955, Page 0333, Eaton County Records; thence North 00 degrees 21 minutes 17 seconds West, along the easterly line of said Delta Crossings and perpendicular to the south line of Section 9, 200.00 feet; thence North 89 degrees 38 minutes 43 seconds East, continuing along the easterly line of Delta Crossings and parallel with the south line of Section 9, 190.00 feet; thence South 00 degrees 21 minutes 17 seconds East, continuing along the easterly line of Delta Crossings and perpendicular to the south line of Section 9, 16 feet to the westerly right-of-way for I-96, a limited access highway; thence North 89 degrees 38 minutes 43 seconds East, along said westerly right-of-way for I-96 along being said easterly line of Delta Crossings and parallel with the south line of said Section 9, 248.00 feet; thence North 01 degrees 19 minutes 34 seconds East, continuing along the westerly right-of-way for I-96 and the easterly line of Delta Crossings, 182.33 feet; thence North 26 degrees 56 minutes 57 seconds East, continuing along the westerly right-of-way for I-96 and the easterly line of Delta Crossings, 1047.00 feet; thence North 21 degrees 20 minutes 21 seconds East, continuing along the westerly right-of-way for I-96 and the easterly line of Delta Crossings, 242.38 feet to the northeast corner of said Delta Crossings, Eaton County Condominium Subdivision Plan Number 85, and the POINT OF BEGINNING of this parcel description; thence North 65 degrees 30 minutes 22 seconds West, along the north line of said Delta Crossings, 324.75 feet; thence South 24 degrees 29 minutes 38 seconds West, continuing along the north line of Delta Crossings, 35.00 feet; thence South 65 degrees 30 minutes 22 seconds East, continuing along the north line of Delta Crossings, 12.00 feet; thence South 24 degrees 29 minutes 38 seconds West, continuing along the north line of Delta Crossings, 53.00 feet; thence North 65 degrees 30 minutes 22 seconds West, 396.38 feet; thence North 04 degrees 29 minutes 38 seconds East, 482.46 feet; thence North 00 degrees 11 minutes 27 seconds East, 589.38 feet; thence North 89 degrees 25 minutes 21 seconds East, 938.50 feet to said westerly right-of-way for I-96; thence South 01 degrees 15 minutes 33 seconds West, along the westerly right-of-way for I-96, 876.79 feet; thence South 04 degrees 30 minutes 33 seconds West, continuing along the westerly right-of-way for I-96, 259.17 feet; thence South 10 degrees 07 minutes 09 seconds West, continuing along the westerly right-of-way for I-96, 265.39 feet; thence South 21 degrees 20 minutes 21 seconds West, continuing along the westerly right-of-way for I-96, 23.01 feet to the northeast corner of said Delta Crossings, Eaton County Condominium Subdivision Plan Number 85 and to the POINT OF BEGINNING of this parcel description.

EXISTING LEGEND		PROPOSED LEGEND	
	= EX CONTOUR ELEVATION		PROPOSED WATER MAIN
	= EX WATER MAIN		PROPOSED SANITARY SEWER
	= EX SANITARY SEWER		PROPOSED STORM SEWER
	= EX STORM SEWER		PROPOSED CONTOUR ELEVATION
	= WETLAND LINE		PROPOSED HYDRANT
	= EX GAS LINE		PROPOSED GATE VALVE
	= EX ELEC/COMMUNICATIONS		PROPOSED SAN. M.H.
	= EX SANITARY MANHOLE		PROPOSED STORM M.H.
	= EX DRAINAGE MANHOLE		PROPOSED STORMWATER INLET
	= EX CATCHBASIN		PROPOSED CLEAN-OUT
	= EX FIRE HYDRANT		PROP TOP OF CURB W/EDGE OF PAVT ELEV
	= EX VALVE		PROPOSED TOP OF CURB ELEV (add 800)
	= EX WETLANDS		PROPOSED TOP OF PAVT ELEV (add 800)
			MATCH EXISTING ELEV (add 800)
			PROPOSED BACK OF WALK ELEV (add 800)
			DENOTES S.E.S.C. KEYING SYSTEM
			PROPOSED ASPHALT SURFACE
			PROPOSED CONCRETE SURFACE
			PROPOSED GRAVEL SURFACE
			PROPOSED INVERTED CONC. CURB & GUTTER
			PROPOSED SLOPE
			PROPOSED NUMBER OF 9'x20' PARKING SPACES
			PROPOSED VAN ACCESS BARRIER FREE SPACE
			PROPOSED TRAFFIC DIRECTION

REVISIONS

8-19-24	SUBMITTAL
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2116 HASLETT ROAD, HASLETT, MI 48840  
PH. 517-339-1014 FAX. 517-339-8047

Marshall Office  
Ph. 269-781-9800

DESIGNER:  
A.J.P.

PROJECT MGR.  
A.J.P.

AUTHORIZED BY:  
DELTA CROSSINGS - 4A, LLC

APPROVED BY:  
A.J.P.

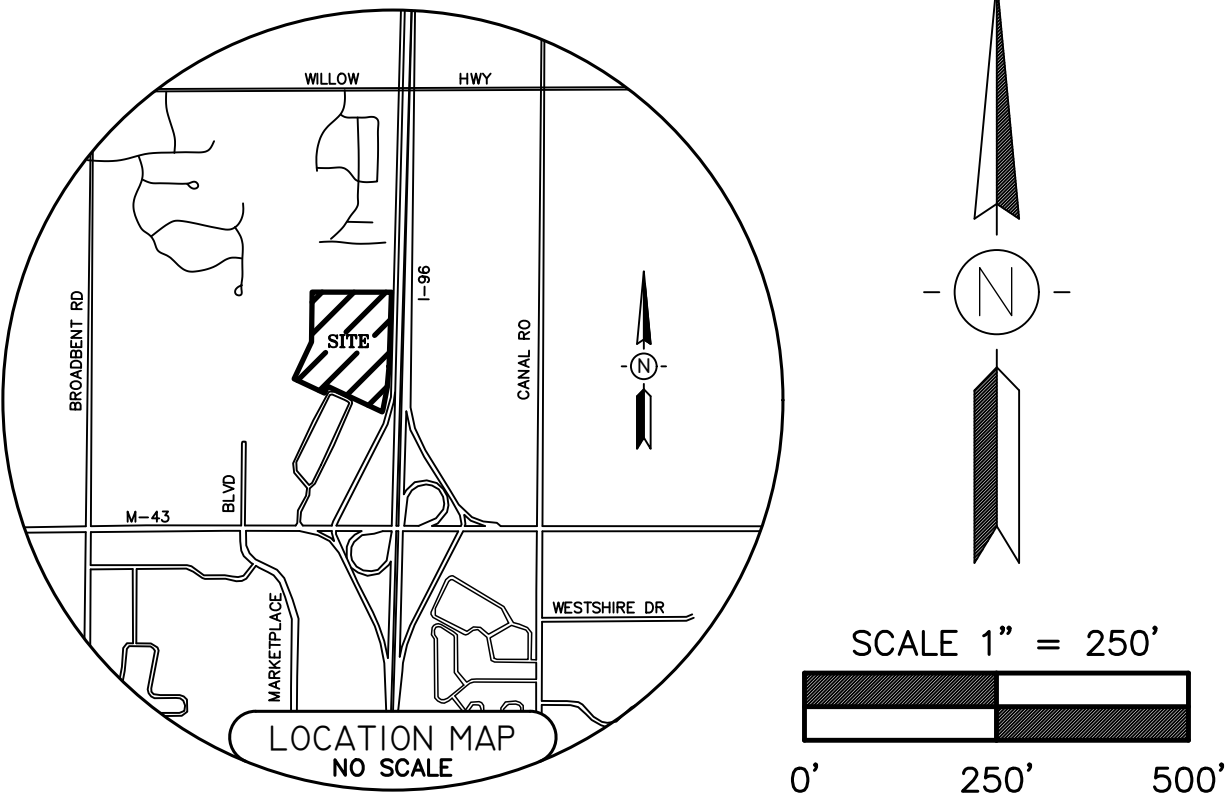
SHEET C2 OF C12

JOB #:  
102774



SITE PLAN:  
**DELTA CROSSINGS - PHASE 4A**  
DELTA TOWNSHIP, EATON COUNTY, MICHIGAN

**LEGAL DESCRIPTION:**  
(Per First American Title Commitment BT-10684-2 Revision:Update 4)  
Parcel 4 Description:  
The Land referred to herein below is situated in the County of Eaton, State of Michigan described as follows:  
Land situated in the Township of Delta, County of Eaton, State of Michigan described as follows:  
Commencing at the South ¼ Corner of Section 9;thence South 89 degrees 38 minutes 43 seconds West, along the South line of Section 9, 350.54 feet to the southeast corner of Delta Crossings, Eaton County Condominium Subdivision Plan Number 85, as recorded in Liber 2955, Page 0333, Eaton County Records; thence North 00 degrees 21 minutes 17 seconds West, along the easterly line of said Delta Crossings and perpendicular to the south line of Section 9, 200.00 feet; thence North 89 degrees 38 minutes 43 seconds East, continuing along the easterly line of Delta Crossings and parallel with the south line of Section 9, 190.00 feet; thence South 00 degrees 21 minutes 17 seconds East, continuing along the easterly line of Delta Crossing and perpendicular to the south line of Section 9, 16 feet to the westerly right-of-way for I-96, a limited access highway; thence North 89 degrees 38 minutes 43 seconds East, along said westerly right-of-way for I-96 along being said easterly line of Delta Crossings and parallel with the south line of said Section 9, 248.00 feet; thence North 51 degrees 19 minutes 34 seconds East, continuing along the westerly right-of-way for I-96 and the easterly line of Delta Crossings, 182.93 feet; thence North 26 degrees 56 minutes 57 seconds East, continuing along the westerly right-of-way for I-96 and the easterly line of Delta Crossings, 1047.00 feet; thence North 21 degrees 20 minutes 21 seconds East, continuing along the westerly right-of-way for I-96 and the easterly line of Delta Crossings, 242.38 feet to the northeast corner of said Delta Crossings, Eaton County Condominium Subdivision Plan Number 85, and the POINT OF BEGINNING of this parcel description; thence North 65 degrees 30 minutes 22 seconds West, along the north line of said Delta Crossings, 724.75 feet;thence South 24 degrees 29 minutes 38 seconds West, continuing along the north line of Delta Crossings, 35.00 feet; thence South 65 degrees 30 minutes 22 seconds East, continuing along the north line of Delta Crossings, 12.00 feet; thence South 24 degrees 29 minutes 38 seconds West, continuing along the north line of Delta Crossings, 53.00 feet; thence North 65 degrees 30 minutes 22 seconds West, 396.38 feet; thence North 24 degrees 29 minutes 38 seconds East, 482.46 feet; thence North 00 degrees 11 minutes 27 seconds East, 589.38 feet; thence North 89 degrees 25 minutes 21 seconds East, 938.50 feet to said westerly right-of-way for I-96; thence South 01 degrees 15 minutes 33 seconds West, along the westerly right-of-way for I-96, 876.79 feet; thence South 04 degrees 30 minutes 33 seconds West, continuing along the westerly right-of-way for I-96, 265.39 feet; thence South 21 degrees 20 minutes 21 seconds West, continuing along the westerly right-of-way for I-96, 23.01 feet to the northeast corner of said Delta Crossings, Eaton County Condominium Subdivision Plan Number 85 and to the POINT OF BEGINNING of this parcel description.



**PUBLIC AGENCIES:**

**WATER:**  
DELTA TOWNSHIP UTILITIES DEPT.  
WATER DIVISION  
7000 W WILLOW HWY  
LANSING, MI 48917  
(517) 323-8570  
**GENERAL SYSTEM SANITARY:**  
DELTA TOWNSHIP ENGINEERING DEPT.  
7710 W SAGINAW HWY  
LANSING, MI 48917  
(517) 323-8540  
**SYSTEM DETAILS SANITARY:**  
UTILITIES DIRECTOR  
DELTA TOWNSHIP UTILITIES DEPT.  
7000 W SAGINAW HWY  
LANSING, MI 48917  
(517) 323-8570  
**STORM:**  
EATON COUNTY DRAIN OFFICE  
EATON COUNTY COURT HOUSE  
1045 INDEPENDENCE BLVD  
CHARLOTTE, MI 48813  
(517) 543-3809  
**ROADWAYS:**  
EATON COUNTY ROAD COMMISSION  
1112 REYNOLDS RD  
CHARLOTTE, MI 48813  
(877) 883-2866 EXT 205  
**SIDEWALK PERMITS:**  
DELTA TOWNSHIP BUILDING DEPT.  
7710 W SAGINAW HWY  
LANSING, MI 48917  
(517) 323-8530  
**SIDEWALK INSPECTIONS:**  
DELTA TOWNSHIP ENGINEERING DEPT.  
7710 W SAGINAW HWY  
LANSING, MI 48917  
(517) 323-8540  
**ELECTRIC/GAS:**  
CONSUMERS ENERGY  
(800) 805-0490

**SANITARY SEWERS**

1. All sanitary sewer construction shall comply with the Delta Township Municipal Utility Standards and shall be subject to the inspection and approval of the Delta Township.
2. All sanitary sewer pipe shall be PVC SDR 26, ASTM 3034, bell spigot pipe with premium joints conforming to ASTM C425. In addition to a low pressure air test, the contractor shall perform a pipe deflection test on all PVC mains. Out-of-round deflection shall be limited to 5% of the pipe's base inside diameter.
3. All pipe to be laid with the aid of laser equipment.
4. All sanitary sewer manholes shall be in accordance with Delta Township Municipal Utility Standards with EJ 1040A covers with "Sanitary" cast into cover.
5. Trench width shall be maintained to a point at least 12" above the top of the pipe to insure bedding conditions.
6. All sanitary leads shall be 6" PVC SDR 35, installed at a minimum slope of 1%.

**WATER SYSTEM**

1. All water system construction shall comply with the Delta Township Municipal Utility Standards and shall be subject to the inspection and approval of the Township.
2. All water main shall be ductile iron PC350 or AWWA C-909 PVC water pipe, in accordance with Delta Charter Township Municipal Standards.
3. All gate valves shall be NPS as manufactured by American Flow Control, CLOW or EJ, in accordance with Delta Charter Township Municipal Standards.
4. All fire hydrants shall be to Township of Delta Standards or as manufactured by EJ, Watertown or equal, per Delta Charter Township Municipal Standards. Hydrants shall be installed between 3' and 5' back of curb or pavement.
5. All water service leads shall be Type K copper with compression type fittings conforming to Delta Township Specifications.
6. All water mains shall have a minimum of 10 feet of horizontal separation from sewers and minimum of 18 inches of vertical separation where water main and sewer lines cross.
7. All connections to existing Delta Township watermain shall be accomplished with dead taps.
8. All 4" diameter pipe and larger shall be wrapped with eight (8) mil thick polyethylene tube conforming to ANSI A21.P. All water main fittings, exposed D.I. and valve boxes shall be poly wrapped.
9. Hydrants shall be marked with hydrant identification signs in accordance with the Fire Departments Specifications.
10. Frames and Covers-Cast iron frames and covers shall be Neenah Foundry Company R-1642 or East Jordan Iron Works, Inc. No. 1045 for water mains. Covers shall be solid and shall be lettered on top "WATER".

**STORM SEWER**

1. All storm sewer construction shall comply with the requirements of the Eaton County Drain Commissioner and the Eaton County Road Commission and shall be subject to their inspection and approval.
2. All storm sewer 8" and smaller shall be PVC SDR 35, vitrified clay C-700 ES or concrete C14X. All joints shall be "O" ring water-tight.
3. All storm sewer 10" and larger shall be reinforced concrete, C76-CL III or as designated on the plans, with Mastic joints.
4. All pipe to be laid with the aid of laser equipment.
5. All storm sewer manholes and catch basins shall be in accordance with the Eaton County Drain Commissioner and the Eaton County Road Commission Standards with Neenah R 1784 or approved equal covers.
6. All catch basins and yard drains shall have a three foot deep sump.
7. All storm leads shall be 4" PVC, SDR 35, installed at a minimum slope of 1%.
8. All rear yard storm pipe shall be 12" HDPE Dual Wall. 12"x4" tees w/watertight joints shall be placed for sump pump leads. Marker posts shall be placed at the end of the 4" leads and be painted green.
9. All storm sewer shall have watertight flexible rubber gasket joints, and each joint shall be wrapped with geotextile fabric, in accordance with MDT Standard Specifications for Construction.



**STREETS**

1. All public street construction and construction within an existing or proposed public R.O.W. shall comply with the requirements of the Eaton County Road Commission and be subject to their inspection and approval.
2. All disturbed areas between the curb and the road right of way shall be covered with 3" of top soil, seeded and mulched unless otherwise noted.
3. All Radii shall be 30' unless noted.

**GENERAL**

1. Any unstable soil (such as peat, muck, marl, soft blue clay, topsoil, etc.) which is encountered beneath proposed utilities, roadways, parking lots and structures, drives and buildings, shall be removed down to sound subsoil and backfilled with compactable material to reach finished grade. Such fill shall be compacted in 6" layers to 95% of max. dry density. The decision on material for bedding and backfill shall be determined by the Engineer.
2. Sidewalk construction shall be in accordance with the requirements of Delta Township Sidewalk Standards.
3. Information on depth, size, etc., of all other underground utilities shown herein is plan information only, obtained from the utility company involved. Prior to any final designing or construction, it is recommended that all utility companies, agencies, departments, etc., involved be contacted for verification of such locations.
4. The locations, size and elevation of sewers and related structures shown hereon, were obtained through field observation. KEBS, Inc., is not responsible for information on any other sewers, drains or related structures not found and not shown hereon, that may cross, parallel, lie contiguous to or service this site.
5. For protection of underground utilities, the contractor shall dial 800-482-7171 a minimum of 72 hours prior to excavating in the vicinity of utility lines. All "MISS DIG" participating members will thus be routinely notified. This does not relieve the contractor of the responsibility of notifying utility owners who may not be a part of the "MISS DIG" alert system.
6. Footing drains shall be connected to the storm sewer via sump pumps.
7. All existing roads, driveways and yards disturbed during construction shall be restored by the contractor to its original condition.
8. All sewer pipe shall be bedded with Cl. III granular material. Class III material shall be used in backfilling all sewer trenches to 1' above the sewer pipe.
9. All compaction of trenches within the roadways and parking areas shall be to 95% max. dry density. Equipment such as a small dozer in the trenches and a hoepack around the structures will be required, or equipment capable of reaching 95% max dry density.
10. Contractor shall be responsible for obtaining all permits required for construction.
11. The Developer shall be responsible for maintaining and providing As-Built drawings and files per Delta Township Municipal Utility Authority.
12. All termination points for water, sewer, and storm services leads shall be marked with a 4x4 post at full depth and painted appropriately.

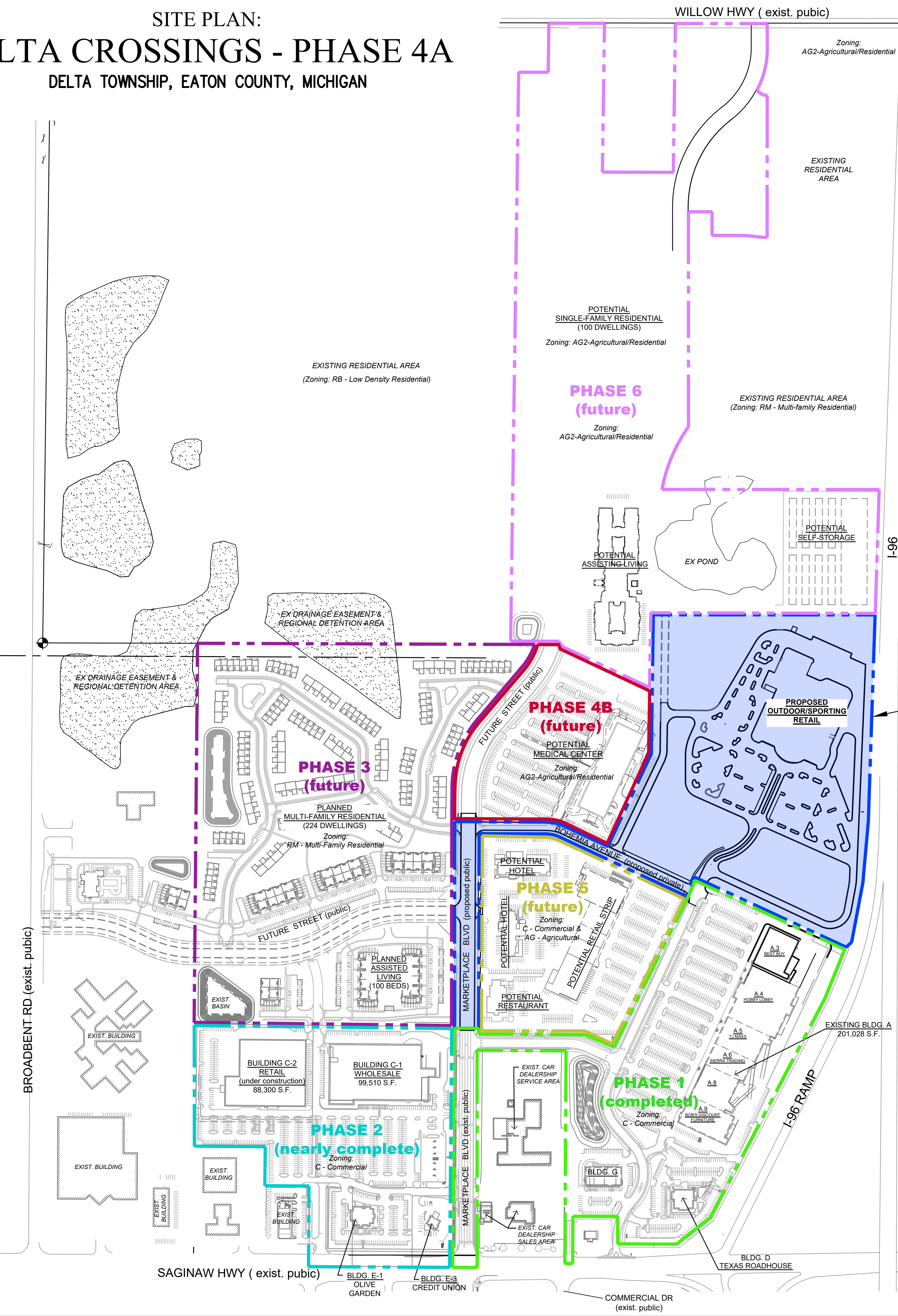
PROPERTY OWNER	ENGINEER	DEVELOPER
Delta Crossings IV A, LLC 330 Hamilton Row, Suite 300 Birmingham, MI 48009 (248) 909-0909	KEBS, INC. 2116 HASLETT RD. HASLETT, MI 48840 (517) 339-1014	DELTA CROSSINGS - 4A, LLC 6157 28TH ST, STE. 18 GRAND RAPIDS, MI 49503 (248) 893-5329

	REVISIONS	 <b>KEBS, INC.</b> KYES ENGINEERING BRYAN LAND SURVEYS  2116 HASLETT ROAD, HASLETT, MI 48840 PH. 517-339-1014 FAX. 517-339-8047  Marshall Office Ph. 269-781-9800	
	8-19-24 SUBMITTAL		<b>DELTA CROSSINGS - PHASE 4A</b> COVER/OVERALL SITE PLAN
			HORZ SCALE: 1"= 250' DATE: 8/16/24 AUTHORIZED BY: DELTA CROSSINGS - 4A, LLC
			DESIGNER: AJP PROJECT MGR. AJP APPROVED BY: AJP SHEET C1 OF C12 JOB #: 102774

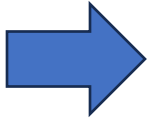
**SHEET INDEX**

- C1. OVERALL SITE PLAN (ALL PHASES)
- C2. SITE LAYOUT PLAN - PHASE 4A
- C3. UTILITY PLAN - PHASE 4A
- C4. GRADING PLAN & STORM WATER MANAGEMENT
- C5. DETAILED GRADING AREAS
- C6. SOIL EROSION & SEDIMENTATION CONTROL PLAN
- C7. MARKETPLACE BLVD. - PLAN & PROFILE
- C8. BOHEMIA AVENUE - PLAN & PROFILE
- C9. GENERAL DETAILS
- C10. GENERAL DETAILS
- C11. EROSION CONTROL & STORM DETAILS
- C12. EXISTING CONDITIONS PLAN

ATTACHMENTS:  
LIGHTING PLAN







- **Case # PSL2024-0012 (K-2 Retail Construction & Development):** Construct large-scale retail building in the Delta Crossings development on the north side of W. Saginaw Hwy., immediately west of Interstate 69/96 (Parcel #040-009-300-033-04).

*and*

- **Case # PSL2024-0013 (K-2 Retail Construction & Development):** Establish a vehicle Sales/Leasing and Service Facility within a proposed Bass Pro Shop retail building in the Delta Crossings development on the north side of W. Saginaw Hwy., immediately west of Interstate 69/96 (Parcel #040-009-300-033-04).

Mr. Menser stated he was going to review both SLUPs at once, as they are for the same property. He reviewed the staff report and applicable standards. He stated that Bass Pro shop is a unique commercial tenant compared to typical large-scale retailers in the Township. He stated that no outdoor display areas are being proposed.

Mr. Weinfeld stated he noticed Marketplace Drive is not currently a public road. He inquired about Bohemia Drive. Mr. Menser stated it will be a private drive and in-depth discussion on it will occur later in the agenda. He also asked about the proposed wheel stops and stated he believed a vegetive shrub buffer would be more aesthetically pleasing.

**Debbie Davis, Kebs Inc, 2116 Haslett Rd, Haslett, MI 48840:** Spoke about the curb design and sidewalk width of 7 ft. She stated they could center the walk more in the median to allow additional landscaping.

Mr. Mudry noted that Marketplace Drive is not currently lined for traffic.

**Steven Kalabat, Delta Crossings Holdings LLC, 3300 Hamilton Row Suite 300, Birmingham, MI:** Mr. Kalabat identified himself as a representative of the Development Group. He stated they currently do not have control over Marketplace Drive, informing the Planning Commission it is held by the Condominium Association known as Spirit. He stated they will mention it to the condo association manager. Mr. Mudry noted it is a safety concern and Mr. Kalabat stated they are actively talking to them about the roadway.

Mr. Mudry asked if an updated traffic study was conducted. Mr. Menser stated that he is proposing to require an updated traffic study as part of the site plan review process. He described why it was necessary, stating that the submitted report states Bass Pro will make traffic worse. He stated he hired Benesch to review the study and provide recommendations to improve the study. Mr. Menser stated the traffic study needs to include all phases of the development and not just focus on Bass Pro.

Mr. Kosinski asked about the schedule for Phase III. Mr. Menser stated that it will likely be on at the end of the year or beginning of next year. Mr. Kosinski asked about Carlson Rd's intended construction date. Mr. Menser stated that it could be 2 or 3 years until they construct the road extension of Carlson Road as part of Phase III.

**MOTION BY WEINFELD, SECONDED BY SCHWEITZER:**

**"I move that the Planning Commission recommend to the Delta Township Board of Trustees approval of the Special Land Use Permit request from K-2 Retail Construction & Development to construct a largescale retail establishment in the Delta Crossings development on the north side of W. Saginaw Hwy., immediately west of Interstate 69/96 (Parcel #040-009-300-033-04) as described in Case No. PSL2024-0012 for the following reasons:**

1. The Special Land Use standards set forth in Section 7.03 of the zoning ordinance have been met.
2. The specific use standards for a large-scale retail establishment in Section 8.36 of the zoning ordinance have been met.

**With the following Conditions of Approval:**

1. Approval is granted in accordance with the site plan prepared by Kebs, Inc. dated August 19, 2024.
2. Any expansion of the approved use shall require approval of an amendment to the SLUP.
3. The project must receive Site Plan Review approval from the Zoning Administrator prior to the issuance of a building permit.
4. The applicant shall provide details on fencing for the proposed boat storage area, including height and material type per Section 8.61 of the Zoning Ordinance prior to Site Plan Review approval being granted by the Zoning Administrator. The fence must be at least six feet tall and may not be comprised of wire or chain-link.
5. Wheel stops shall be installed in the 40 parking spaces that are located along the pedestrian walkway to ensure vehicles do not block or impede the walkway.
6. Outdoor displays and sales on the site must meet the standards established in Section 8.41 of the Zoning Ordinance.
7. Failure of the applicant to comply with any of the provisions required by the Zoning Ordinance, or any stipulations required by the Delta Township Board, shall constitute grounds for termination of this permit by the Delta Township Board.

**ROLL CALL VOTE. CARRIED 8-0**

**MOTION BY WEINFELD, SECONDED BY KOSINSKI:**

**"I move that the Planning Commission recommend to the Delta Township Board of Trustees approval of the Special Land Use Permit request from K-2 Retail Construction & Development to establish a vehicle repair and vehicle sales/service facility in the Delta Crossings development on the north side of W. Saginaw Hwy., immediately west of Interstate 69/96 (Parcel #040-009-300-033-04) as described in Case No. PSL2024-0013 for the following reasons:**

1. The Special Land Use standards set forth in Section 7.03 of the zoning ordinance have been met.



2. The specific use standards for vehicle repair in Section 8.61 of the zoning ordinance have been met.
3. The specific use standards for vehicle sales/leasing and service facilities in Section 8.62 have been met.

**With the following Conditions of Approval:**

1. Approval is granted in accordance with the site plan prepared by Kebs, Inc. dated August 19, 2024.
2. Any expansion of the approved use shall require approval of an amendment to the SLUP.
3. The project must receive Site Plan Review approval from the Zoning Administrator prior to the issuance of a building permit.
4. The applicant shall provide details on fencing for the proposed boat storage area, including height and material type per Section 8.61 of the Zoning Ordinance prior to Site Plan Review approval being granted by the Zoning Administrator. The fence must be at least six feet tall and may not be comprised of wire or chain-link.
5. Wheel stops shall be installed in the 40 parking spaces that are located along the pedestrian walkway to ensure vehicles do not block or impede the walkway.
6. Outdoor displays and sales on the site must meet the standards established in Section 8.41 of the Zoning Ordinance.
7. Failure of the applicant to comply with any of the provisions required by the Zoning Ordinance, or any stipulations required by the Delta Township Board, shall constitute grounds for termination of this permit by the Delta Township Board.

**ROLL CALL VOTE. CARRIED 8-0**

- **PSL2024-0011 (Vertical Bridge):** Construct a 280-foot wireless communication tower within a leased area at 3888 S. Canal Road (Parcel #040-033-200-068-00).

Ms. Wojack introduced the request and reviewed the staff report. Mr. Menser reviewed the criteria of approval. She stated an asphalt factory currently exists on site, and the proposed wireless tower would be an accessory use of the property. Mr. Menser noted it was adjacent to the highway.

Mr. Schweitzer inquired about the existing tower located at Delta Energy Park on the existing stacks.

Ryan Whitley, Fortune Wireless on behalf of Vertical Bridge, 5511 W 79<sup>th</sup> Street, Indianapolis, IN: State he was unaware of the removal time of the existing smokestack. He stated T-Mobile is the anchor tenant, and that AT&T is a secondary carrier and if or when AT&T will collocate on the tower.

Mr. Mudry asked about the decertification process of the tower. Mr. Whitley stated there is a 90-day timeline for removal once the tower is decertified. Mr. Menser stated there is no bond required for the decertification.



**To:** Acting Supervisor Mary R. Clark and the Delta Township Board

**From:** Peter Menser, Planning & Economic Development Director

**Date:** November 7, 2024

**Subject:** Special Use Permit #PSL2024-0013 (K-2 Retail Construction & Development), establish vehicle (boat) repair and sales/service facility in a proposed retail building in the Delta Crossings development on the north side of W. Saginaw Hwy., immediately west of Interstate 69/96 (Parcel #040-009-300-033-04).

K-2 Retail Construction & Development has submitted a special land use permit (SLUP) application to establish a boat sales and repair facility within the proposed 87,000 square foot Bass Pro Shops store in the Delta Crossings development. The site plan for the proposed project shows three boat repair bays on the building and a 0.6-acre boat storage yard at the north side of the property. Concurrent Rezoning and SLUP applications have also been submitted, both of which are related to the proposed project. The Planning Commission granted Site Plan Review approval of the project at its meeting on October 14, 2028, subject to 25 conditions. Staff is currently reviewing the site plan and working with the applicant to address the conditions of approval.

The Planning Commission held a public hearing and recommended approval of the SLUP at its meeting on October 14, 2024, citing the following reasons for its decision:

1. The Special Land Use standards set forth in Section 7.03 of the zoning ordinance have been met.
2. The specific use standards for vehicle repair in Section 8.61 of the zoning ordinance have been met.
3. The specific use standards for vehicle sales/leasing and service facilities in Section 8.62 have been met.

A staff memorandum outlining the SLUP request is attached for the Board's review, along with minutes from the Planning Commission meeting at which the request was discussed. Staff suggests the following motion for the Township Board to grant approval of the SLUP:

**"I move that the Township Board approve the Special Land Use Permit request from K-2 Retail Construction & Development to establish a vehicle repair and vehicle sales/service facility within a retail building in the Delta Crossings development on the north side of W. Saginaw Hwy., immediately west of Interstate 69/96 (Parcel #040-009-300-033-04) as described in Case No. PSL2024-0013."**



*Conditions on Pg 2*

- 1. Approval is granted in accordance with the site plan prepared by Kebs, Inc. dated August 19, 2024.**
- 2. Any expansion of the approved use shall require approval of an amendment to the SLUP.**
- 3. The project must receive Site Plan Review approval from the Zoning Administrator prior to the issuance of a building permit.**
- 4. The applicant shall provide details on fencing for the proposed boat storage area, including height and material type per Section 8.61 of the Zoning Ordinance prior to Site Plan Review approval being granted by the Zoning Administrator. The fence must be at least six feet tall and may not be comprised of wire or chain-link.**
- 5. Wheel stops shall be installed in the 40 parking spaces that are located along the pedestrian walkway to ensure vehicles do not block or impede the walkway.**
- 6. Outdoor displays and sales on the site must meet the standards established in Section 8.41 of the Zoning Ordinance.**
- 7. Failure of the applicant to comply with any of the provisions required by the Zoning Ordinance, or any stipulations required by the Delta Township Board, shall constitute grounds for termination of this permit by the Delta Township Board.**



## Special Land Use Permit Application

### Planning Department

7710 W Saginaw Hwy, Lansing, MI 48917 - [www.deltami.gov](http://www.deltami.gov) - 517.323.8560 - [planning@deltami.gov](mailto:planning@deltami.gov)

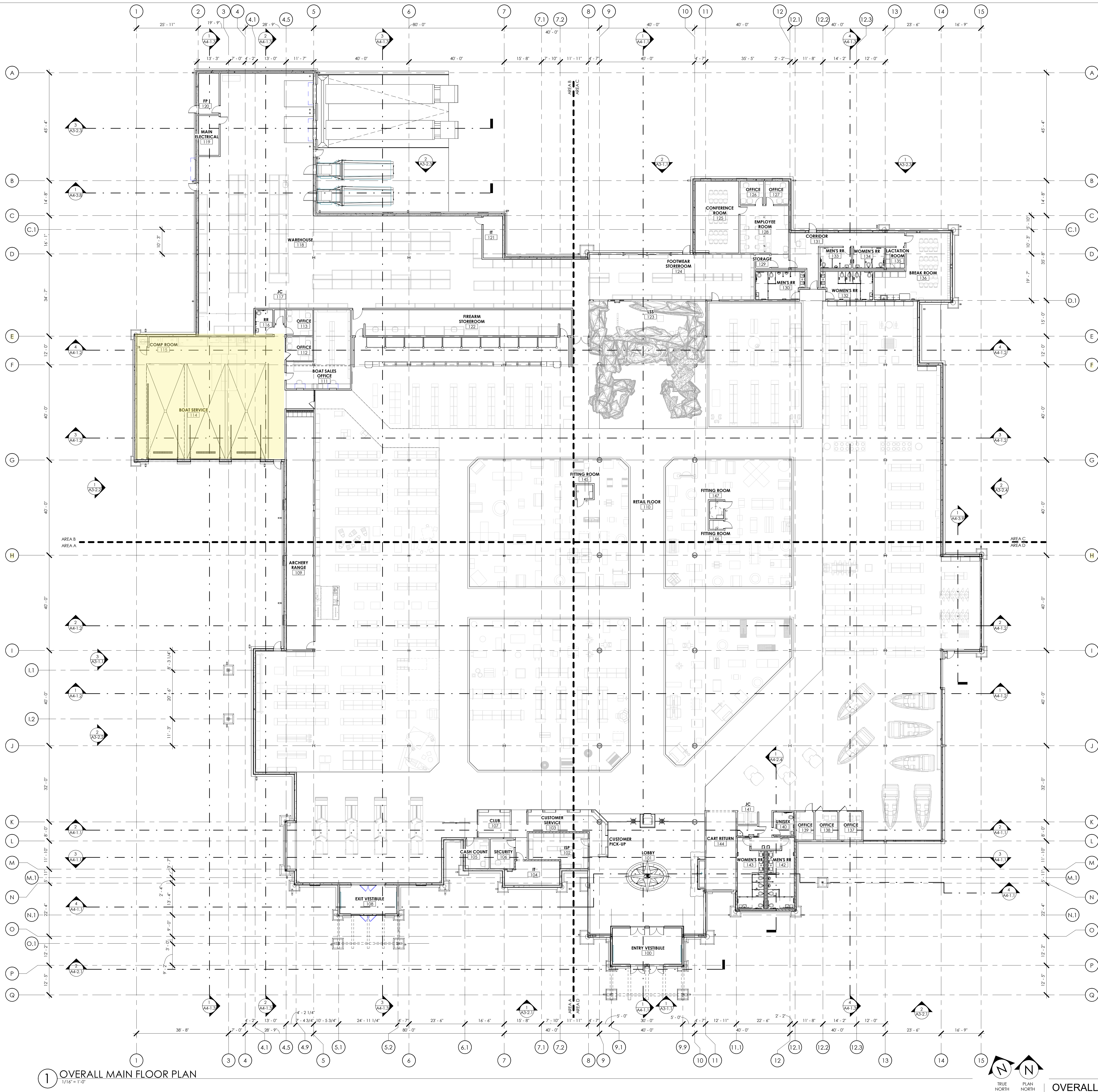
Property/Site Information			
Parcel ID			
Site Address (if applicable) (Street/City/State/ZIP)			
Current Use(s)		Proposed Use(s)	
Briefly Describe Project <ul style="list-style-type: none"><li>Please include 5 paper copies and 1 digital copy (PDF format) of site plan</li><li>Site plan must meet all criteria enumerated in Section 6.02 A.2</li></ul>			
Applicant Information			
Company Name			
Primary Contact Name			
Address (Street/City/State/ZIP)			
Primary Phone		Alternate Phone	
Email			
Legal Interest	<input type="radio"/> Own <input type="radio"/> Lease <input type="radio"/> Offer to Purchase (copy attached) <input type="radio"/> Contractor/Architect/Attorney/etc (specify): _____		
	Do other persons, firms, corporations, or other legal entities have a legal interest in the property? <input type="radio"/> Yes (list on separate sheet) <input type="radio"/> No		
Owner Information (if different than applicant)			
Owner Name			
Company Name (if applicable)			
Address (Street/City/State/ZIP)			
Primary Phone		Alternate Phone	
Primary Contact Email			
Owner's Signature (if not applicant)			
Applicant's Signature			Date

Please indicate whether you grant permission for Township Staff or elected/appointed officials to visit the property.

Yes   No   \_\_\_\_\_

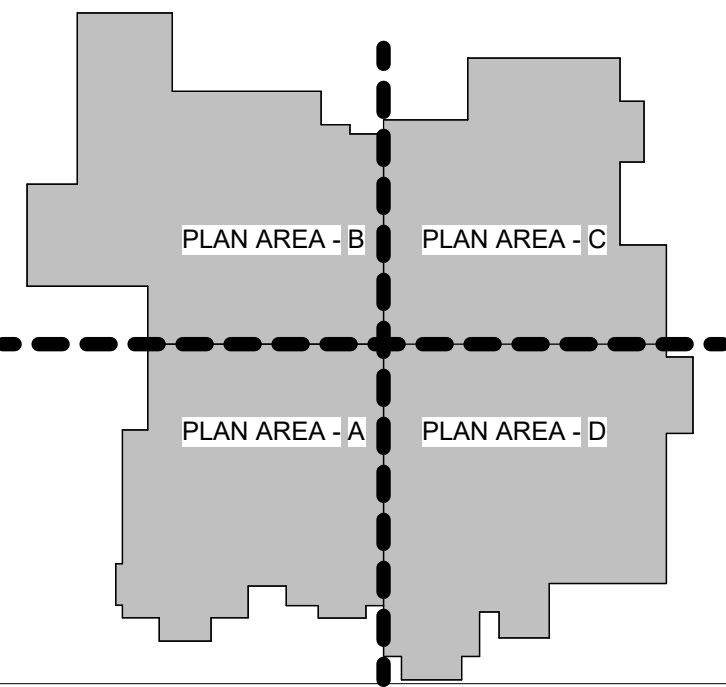
Property Owner Signature





1 OVERALL MAIN FLOOR PLAN  
1/16" = 1'-0"

KEY PLAN- OVERALL



OVERALL MAIN FLOOR PLAN



REVISIONS

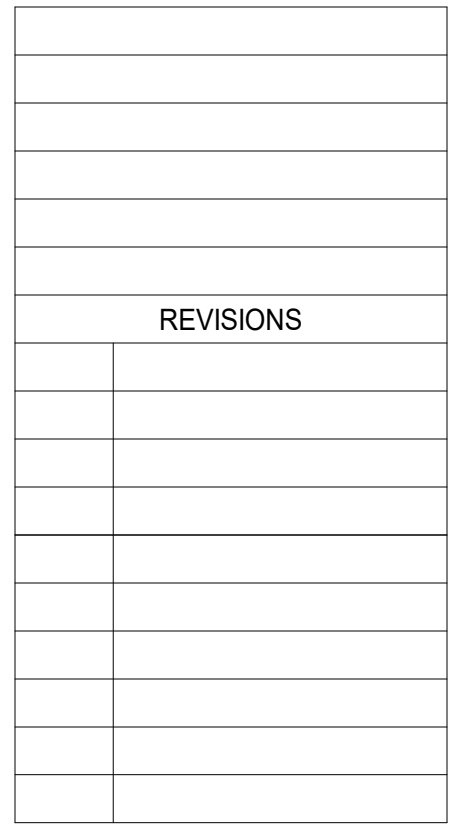
BASS PRO SHOPS OUTDOOR WORLD  
LANSING, MI  
ADDRESS TBD



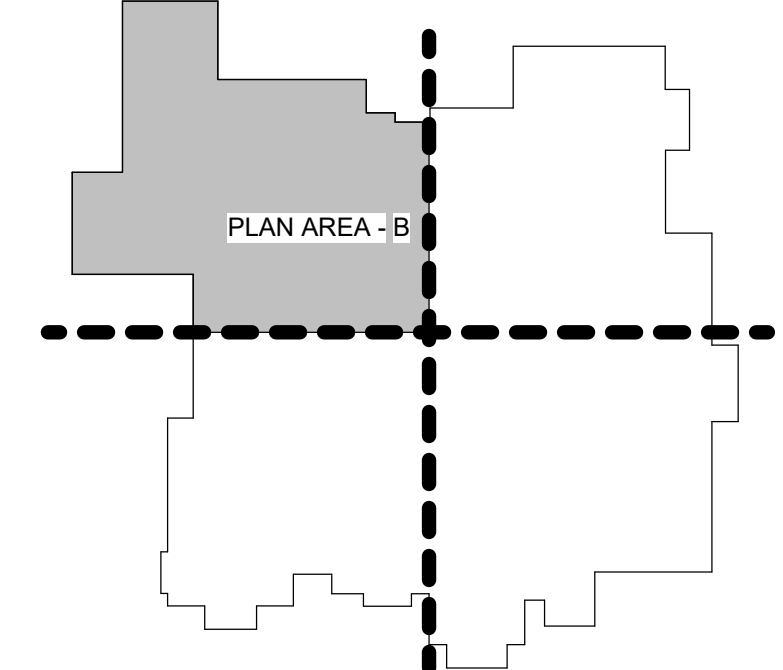
ARCHITECT  
ADAM KREHER  
LICENSE NO.  
1301072185  
DESIGNERS  
BILL BAUNACH  
PROJECT #  
24183 BPLM  
SCALE  
As indicated  
DATE  
SEPTEMBER 5, 2024  
SHEET

A1-1.1





## A1-1.1B



ENLARGED FIRST FLOOR PLAN - AREA B





Manager's Office

(517) 323-8590

**TO: Acting Supervisor/Clerk Mary R. Clark and the Delta Township Board**

**FROM: Erin LaPere, MPAP Deputy Township Manager**

**DATE: November 11, 2024**

**SUBJECT: Salary Schedules and Compensation Adjustments effective January 1, 2025**

As per the Employee Manual, Township Manager's Employment Agreement, and the Board Compensation and Benefits Policy, current salary schedules and compensation may be adjusted by the Township Board at its sole discretion (except Fire and Library Union personnel; their wages are set by contract). The FY2025 budget, approved at the October 21, 2024, Regular Board Meeting, assumed a 3% increase effective January 1, 2025.

Therefore, I offer the following resolution for consideration and approval:

***"I move that the Delta Township Board approve adjusting the current full-time Salary Schedule wages by 3% to be effective January 1, 2025; and***

***I further move that the Delta Township Board approve adjusting the current part-time Salary Schedule wages by 3% to be effective January 1, 2025; and***

***I further move that the Delta Township Board approve adjusting the annual compensation of Brian Reed, Township Manager, per the Employment Agreement Exhibit 1, by 3% to be effective January 1, 2025; and***

***Finally, I further move that the Delta Township Board approve adjusting the annual compensation of the Township Board, per the Board Compensation and Benefits Policy, by 3% to be effective January 1, 2025."***

The full-time and part-time salary schedules detailing the proposed adjustments are attached for the Board's review. Thank you.

**DELTA TOWNSHIP**  
**FULL-TIME SALARY SCHEDULE**  
**EFFECTIVE 1/1/25**

PAY GRADE	Entry Salary	1st Quartile	2nd Quartile	3rd Quartile	Maximum salary
<b>01</b>	<b>37,940.15</b>	<b>39,836.70</b>	<b>41,733.94</b>	<b>43,630.81</b>	<b>43,359.69</b>
	18.2405	19.1523	20.0644	20.9764	20.8460
	27.3607	28.7284	30.0966	31.4645	31.2690
	9.1202	9.5761	10.0322	10.4882	10.4230
<b>02</b>	<b>41,355.02</b>	<b>43,423.02</b>	<b>45,488.60</b>	<b>47,556.56</b>	<b>49,622.13</b>
	19.8822	20.8765	21.8695	22.8637	23.8568
	29.8233	31.3147	32.8043	34.2956	35.7852
	9.9411	10.4382	10.9348	11.4319	11.9284
<b>03</b>	<b>45,077.91</b>	<b>47,331.66</b>	<b>49,585.45</b>	<b>51,836.80</b>	<b>54,090.55</b>
	21.6721	22.7556	23.8392	24.9215	26.0051
	32.5081	34.1334	35.7587	37.3823	39.0076
	10.8360	11.3778	11.9196	12.4608	13.0025
<b>04</b>	<b>49,133.24</b>	<b>51,589.88</b>	<b>54,046.54</b>	<b>56,503.23</b>	<b>58,959.87</b>
	23.6218	24.8028	25.9839	27.1650	28.3461
	35.4326	37.2042	38.9759	40.7475	42.5191
	11.8109	12.4014	12.9920	13.5825	14.1730
<b>05</b>	<b>53,555.24</b>	<b>56,234.33</b>	<b>58,911.00</b>	<b>61,590.10</b>	<b>64,266.75</b>
	25.7477	27.0357	28.3226	29.6106	30.8975
	38.6216	40.5536	42.4839	44.4159	46.3462
	12.8739	13.5179	14.1613	14.8053	15.4487
<b>06</b>	<b>58,375.68</b>	<b>61,294.31</b>	<b>64,212.95</b>	<b>67,131.65</b>	<b>70,050.32</b>
	28.0652	29.4684	30.8716	32.2748	33.6780
	42.0978	44.2026	46.3074	48.4122	50.5171
	14.0326	14.7342	15.4358	16.1374	16.8390
<b>07</b>	<b>63,628.78</b>	<b>66,811.41</b>	<b>69,991.66</b>	<b>73,174.31</b>	<b>76,354.50</b>
	30.5908	32.1209	33.6498	35.1800	36.7089
	45.8861	48.1813	50.4748	52.7699	55.0633
	15.2954	16.0604	16.8249	17.5900	18.3544

<b>08</b>	<b>69,781.42</b>	<b>75,014.97</b>	<b>80,243.61</b>	<b>85,482.05</b>	<b>90,715.60</b>
	33.5488	36.0649	38.5787	41.0971	43.6133
	50.3231	54.0973	57.8680	61.6457	65.4199
	16.7744	18.0324	19.2893	20.5486	21.8066
<b>09</b>	<b>76,061.17</b>	<b>81,700.62</b>	<b>87,471.82</b>	<b>93,177.13</b>	<b>98,882.47</b>
	36.5679	39.2791	42.0538	44.7967	47.5396
	54.8518	58.9187	63.0806	67.1950	71.3095
	18.2839	19.6396	21.0269	22.3983	23.7698
<b>10</b>	<b>80,624.95</b>	<b>86,672.51</b>	<b>92,720.05</b>	<b>98,767.58</b>	<b>104,815.12</b>
	38.7620	41.6695	44.5769	47.4844	50.3919
	58.1430	62.5042	66.8654	71.2266	75.5878
	19.3810	20.8347	22.2885	23.7422	25.1959
<b>11</b>	<b>85,462.49</b>	<b>91,874.25</b>	<b>98,283.60</b>	<b>104,695.35</b>	<b>111,104.66</b>
	41.0877	44.1703	47.2517	50.3343	53.4157
	61.6316	66.2555	70.8776	75.5015	80.1236
	20.5439	22.0852	23.6259	25.1672	26.7079
<b>12</b>	<b>93,155.14</b>	<b>100,143.81</b>	<b>107,129.99</b>	<b>114,118.67</b>	<b>121,104.87</b>
	44.7861	48.1461	51.5048	54.8647	58.2235
	67.1792	72.2191	77.2572	82.2971	87.3352
	22.3931	24.0730	25.7524	27.4324	29.1117
<b>13</b>	<b>101,537.12</b>	<b>109,154.00</b>	<b>116,768.39</b>	<b>124,385.29</b>	<b>131,999.75</b>
	48.8159	52.4779	56.1386	59.8006	63.4614
	73.2239	78.7168	84.2080	89.7009	95.1921
	24.4080	26.2389	28.0693	29.9003	31.7307
Supervisor	<b>31,495.55</b>				
Clerk	<b>100,785.76</b>				
Treasurer	<b>21,416.97</b>				
Trustees	<b>15,747.77</b>				
Manager	<b>168,964.26</b>				
	81.2328				
	121.8492				
	40.6164				

**DELTA TOWNSHIP**  
**PART-TIME SALARY SCHEDULE**  
**EFFECTIVE 1/1/25**

PAY GRADE	1st year HIRE	2nd year STEP 2	3rd year STEP 3	4th year STEP 4
<b>01</b>	<b>11.4249</b>	<b>12.2927</b>	<b>13.1602</b>	<b>14.0276</b>
	17.1373	18.4390	19.7403	21.0414
	5.7124	6.1463	6.5801	7.0138
<b>02</b>	<b>12.1455</b>	<b>13.0133</b>	<b>13.8808</b>	<b>14.7483</b>
	18.2183	19.5199	20.8213	22.1224
	6.0728	6.5066	6.9404	7.3741
<b>03</b>	<b>13.8808</b>	<b>14.7483</b>	<b>15.6158</b>	<b>16.4834</b>
	20.8213	22.1224	23.4237	24.7251
	6.9404	7.3741	7.8079	8.2417
<b>04</b>	<b>15.6158</b>	<b>16.4834</b>	<b>17.3510</b>	<b>18.2185</b>
	23.4237	24.7251	26.0265	27.3278
	7.8079	8.2417	8.6755	9.1093
<b>05</b>	<b>17.3510</b>	<b>18.2185</b>	<b>19.0861</b>	<b>19.9535</b>
	26.0265	27.3278	28.6292	29.9303
	8.6755	9.1093	9.5431	9.9768
<b>06</b>	<b>19.0684</b>	<b>19.9535</b>	<b>20.8212</b>	<b>21.6887</b>
	28.6026	29.9303	31.2318	32.5330
	9.5342	9.9768	10.4106	10.8443
<b>07</b>	<b>20.8212</b>	<b>21.6887</b>	<b>22.5562</b>	<b>23.4238</b>
	31.2318	32.5330	33.8343	35.1358
	10.4106	10.8443	11.2781	11.7119
<b>08</b>	<b>21.5354</b>	<b>22.6122</b>	<b>23.7428</b>	<b>24.9299</b>
	32.3031	33.9183	35.6142	37.3949
	10.7677	11.3061	11.8714	12.4650

Supervisor - Vacant  
Clerk Mary R. Clark  
Treasurer Dennis R. Fedewa  
Manager Brian T. Reed



Trustee Elizabeth S. Bowen  
Trustee Fonda J. Brewer  
Trustee Andrea M. Cascarilla  
Trustee Karen J. Mojica

Planning Department

(517) 323-8560

**To:** Acting Supervisor Mary R. Clark and the Delta Township Board

**From:** Brian T. Reed, Township Manager  
Peter Menser, Planning & Economic Development Director

**Date:** November 8, 2024

**Subject:** W. Saginaw Hwy. Corridor Improvement Authority (CIA) Board update

Staff will provide an update on the recent activities of the CIA Board at the Monday, November 11, 2024, meeting. The current chair of the CIA Board will be present at the meeting to answer any questions and provide insight into ongoing CIA Board projects. If you have any questions or specific items that you would like to be addressed at Monday's meeting, please contact Manager Reed.



**To: Mary R. Clark, Interim Supervisor and the Delta Township Board**

**From: Marcus Kirkpatrick**

**Date: October 7, 2024**

**Re: Anderson Park**

Since 2008, the Parks Department has collaborated with the Michigan Mountain Bikers Association (MMBA). This collaboration has led to trails being developed in Anderson Park to be used by mountain bikers, walkers, and runners. The collaboration has led to additional landscape maintenance in the park and helped to eliminate unauthorized activities that had taken place. There is also a history of complaints from surrounding property owners about park use and the park's proximity to their properties.

**History:**  
**2008**

The Parks, Recreation and Cemeteries Commission received a proposal from the Michigan Mountain Bikers Association (MMBA) regarding establishing a trail at the undeveloped Anderson Park property. The MMBA made a presentation to the Parks, Recreation & Cemeteries Commission on March 6, and agreed that the group could proceed with their proposed development subject to the Parks' Director approval and reviewed by the Township Board. The proposal addressed the following:

- Trails wouldn't interfere with wetlands.
- Project wouldn't have issues with endangered species.
- Project would be cleared by the Township's Insurance Agent.
- If township decides to develop park, paths may be altered or possibly even eliminated
- The township could eliminate the trails based on the conduct of users.
- MMBA would meet with maintenance staff to make sure they don't have issues with the routes, signage and parking.

The Township received questions/concerns from neighbors of Anderson Park. The Parks Department addressed the neighbors' questions as they related to the MMBA, Parks Maintenance, Security, Garbage/Littering, Ecosystems, Eaton County Road Commission, and Parking. The township also addressed the trail boundaries of maintaining a respectful distance from all adjacent landowners to reduce potential boundary conflicts.

The township stated, "No set distance is being used as this depends on the specific location's topography and the denseness of the vegetation. Signage will be placed where it is needed. This question is assumed to mean



a park user venturing onto private property. This is a trespass issue to be handled by the local law enforcement. A person in the park is allowed to venture to the park boundary. Any “respectful distances” will be done just for that, respect, not requirement. The Township carries its own liability insurance for this park as it does for all the Township owned properties. It was also noted that the area would be posted with the park’s hours.”

In April of 2008, a Letter of Understanding was reached between the Parks Department and MMBA.

Since 2008, the MMBA has had a strong commitment to the ongoing care and revitalization of the park itself. Through that commitment, the MMBA has brought a positive community aspect to the area which drives out bad behavior or bad actors. The MMBA, the main caretaker for the park, runs multiple trail days per year, takes care of the trails, and makes it a safe space for hikers, runners and bikers. The MMBA has assisted in the clearing of homeless encampments, picking up dumped trash, and maintaining the trails in summer months.

Residents’ have voiced concerns over the years. Concerns have included trail development near property lines, parking along Wardell Road, Illicit activity in and around the park, motorized vehicles & equipment in parks, and the sharing of trails for bikers, walkers, and hikers.

## 2024

April - The Parks Director was asked to attend a meeting with Treasurer Fedewa and Manager Reed. Treasurer Fedewa had been in touch with a homeowner next to Anderson Park. The homeowner had requested that the trails be relocated because they were too close to his property line. Treasure Fedewa recommended the trails be reviewed and relocated. Township staff, Manager Reed and Parks Director Kirkpatrick visited Anderson Park to inspect recently expanded trails by the MMBA. The trails were within the park’s boundaries but very close to the neighbor’s property line.

May/June –

- Parks staff meet with the homeowner to discuss concerns. The homeowner shared safety concerns with bikers and parks users being so close to his property.
- Parks staff met with the MMBA to explore solutions to address the concerns. The homeowner began to call weekly to share additional concerns with users of the park. The new concern was lights on bicycles and/or riders were shining into his home.

July/August/September/October

- Parks staff worked with the MMBA to find a quick solution to address the lights. The trail was redirected to avoid lights shining into the resident’s home.
- The Parks Department and MMBA arrives at a decision to relocate the one trail from the east side of Wardell Road to the west side, an area away from the resident’s property.
- Additional signage for the park hours was placed at the park.
- MMBA and other park users attended the Committee of the Whole on October 14.

I look forward to joining you for your November 13, meeting for further discussion. Please let me know if you have questions or require additional information before the meeting.



# Anderson Park Presentation

November 11, 2024

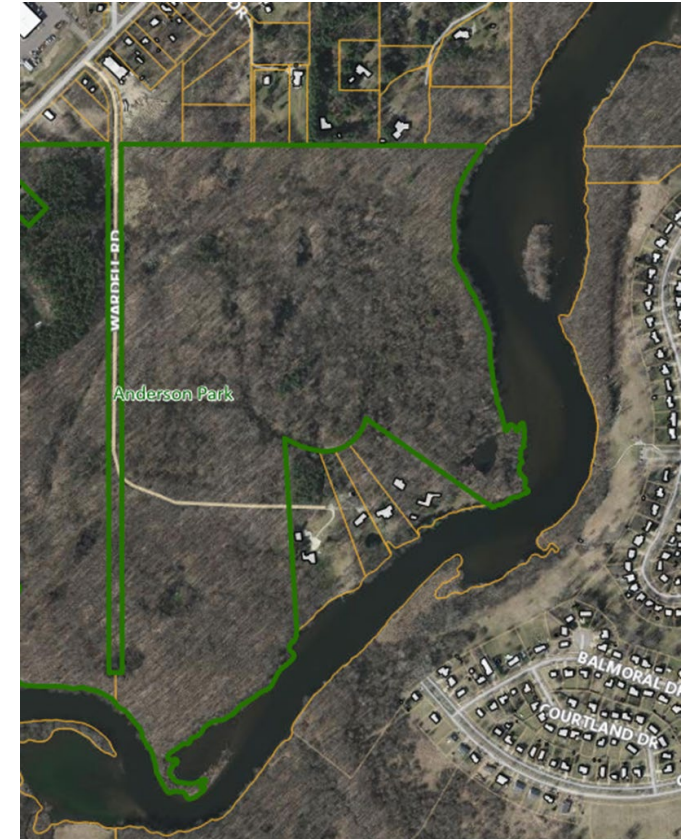
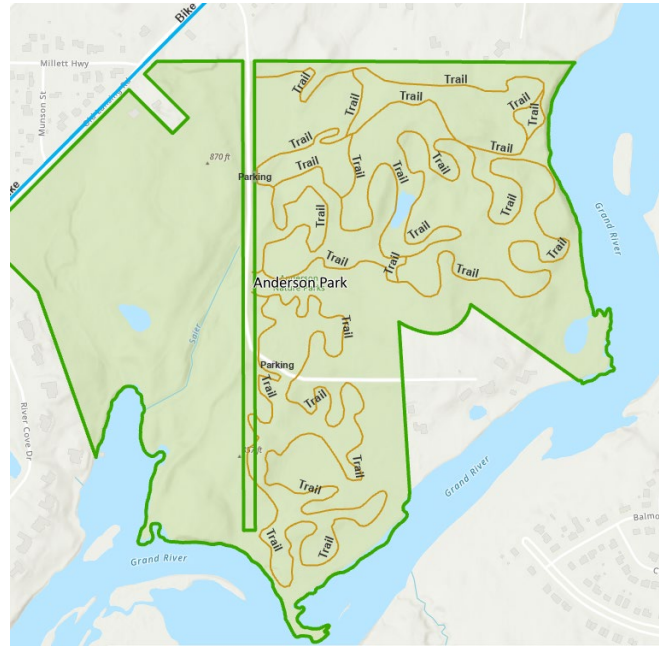


# Anderson Park

- In December of 1976, the Gladys Olds Anderson family donated 58.4 acres of this land to the Township to be used as a passive recreation area for future generations. Anderson Park is a hotspot for mountain bikers and those looking to enjoy the great outdoors.
- With a Trust Fund Land Acquisition grant in 1977, the township purchased the remaining 33 acres.
- The park offers over 5 miles of meandering trails with views of the Grand River and suitable for hiking or mountain biking.



# Anderson Park



# Anderson Park

- Letter of Understanding – April 2008
- To create and maintain a challenging mountain bike specific trail at Anderson Nature Park by utilizing local volunteer efforts consisting of members of the Michigan Mountain Biking Association (MMBA) incorporating a “sustainable trail design” that minimizes the effect to the environment and protects the serenity of the park.



# Memo of Understanding

DATE: April 15, 2008

TO: Brad Potter, Michigan Mountain Biking Association

FROM: Dick Benkert, Delta Township Parks & Recreation

RE: Memo of understanding – Anderson Park Mountain Biking Trail

The Michigan Mountain Biking Association (MMBA) has requested permission to develop a trail at Anderson Park by submitting to the Delta Township Parks, Recreation and Cemeteries Commission the Anderson Nature Park Mountain Bike Trail Mission Statement a six page document attached as part of this memo of understanding. The Commission reviewed the statement and received a presentation by Bradly Potter and Chris Mensing, representing the MMBA. Following the presentation the Commission agreed to allow the trail subject to the MMBA (Mid-state Chapter) agreeing to conditions regarding the trail's maintenance and operation and other stipulations as described in this memo. The stipulations are as follows:

- The above referenced six page document and statements are part of this memo (attached)
- If parking on Wardell Road becomes more than occasional, the MMBA will consult with the Parks Director and establish more area to be developed into pull-off areas. Expenses for such will be provided by the MMBA unless otherwise agreed upon by the Director.
- The trail is to be marked as a multi-use trail, which allows and encourages hikers/runners to use the route; however in the opposite direction as the bikers.
- The MMBA acknowledges that if Anderson Park is otherwise developed by the Township that the trail may be altered and even possibly eliminated.
- The MMBA will communicate with the Parks Department regarding any problems with the site such as trash accumulation, vandalism, unsafe conditions or any other matter that the department should be made aware of.
- Every possible effort shall be made to protect the privacy and property of the homeowners located in the area of the park. Absolutely no trespass shall be allowed. Signage shall be placed at the property line at the property access point on the Wardell Road extended location and at any area that the trail is within 100 feet of the property lines.
- No alcoholic beverages are to be consumed in the pull-off areas or the trails.
- Any organized special events (races) shall be approved by the department prior to being scheduled.
- The MMBA acknowledges and understands that if there are too many problems (as determined by the department) associated with the use of the park as a trail area that the trails may be closed for a defined period of time up to and including permanently closed.

The Department and Commission feel that the establishment of the trails at Anderson Park will provide a very valuable recreational experience that will also promote additional physical activity. This memo is accepted by:

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Bradly Potter, on behalf of MMBA

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Dick Benkert, Delta Township Parks & Recreation



# Benefits to Delta Township

- Provide a recreational opportunity to Delta Township residents and non-residents that is currently unavailable within Delta Township Parks.
- Responsible mountain bike use will discourage/“police” improper use of park grounds.
- Regular maintenance of the trail will include “trail/park clean-up,” thus reducing unsightly garbage within the park.
- Local businesses will benefit from park users looking for nearby amenities.
- Improvements to “parking areas” will be made along Wardell Road (*see later section on parking*).

Since 2008

Trail Development & Expansion

Park Maintenance – Daily & Special Events

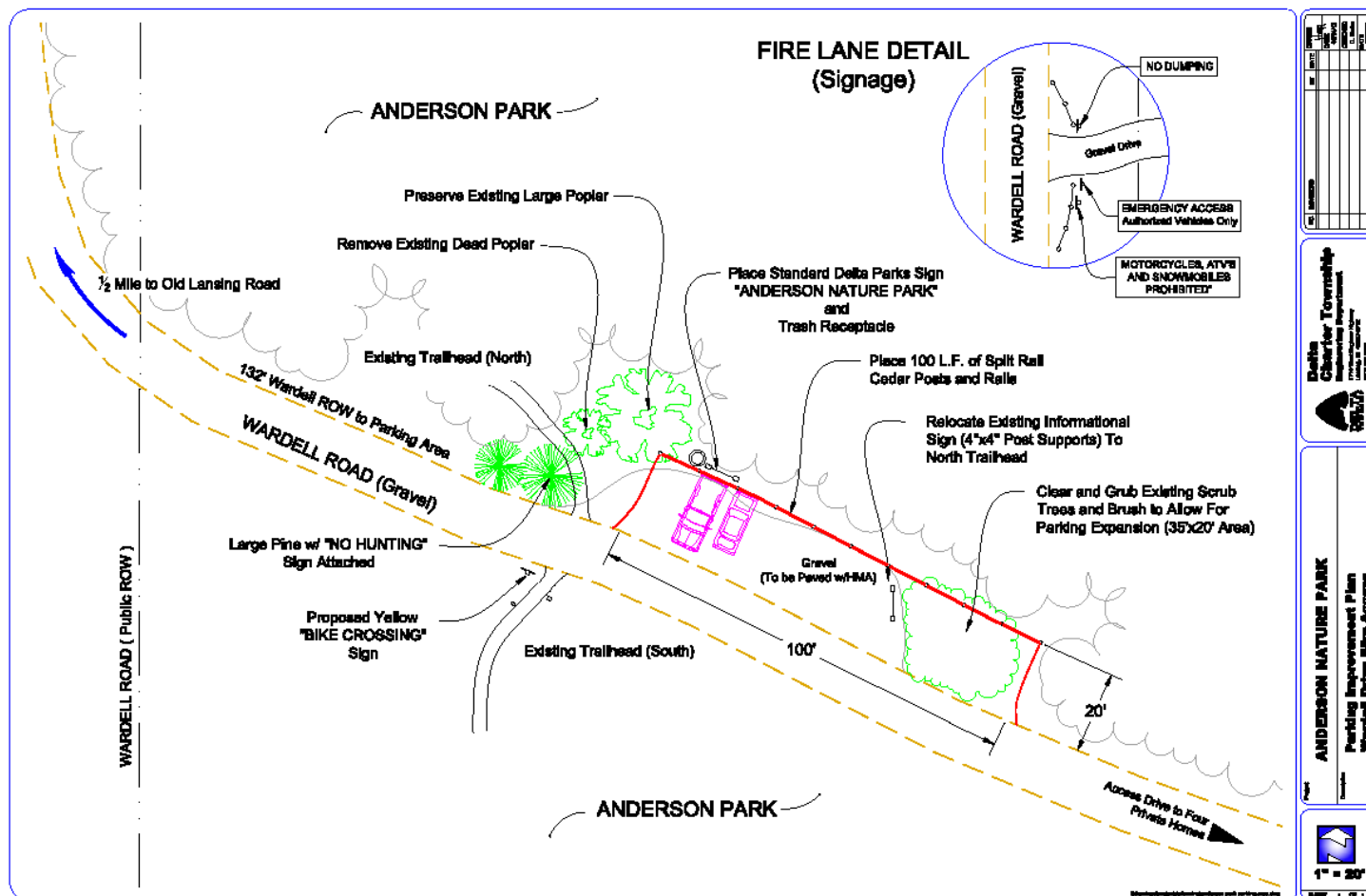
Assisted Parks Department with complaints from residents

Parks Department has addressed parking issues

# Neighbors Concerns

- Trails developed too close to their property
- Parking along Wardell Road
- Illicit activity in and around park
- Motorized vehicles & equipment in park
- Sharing of trails with non-bikers

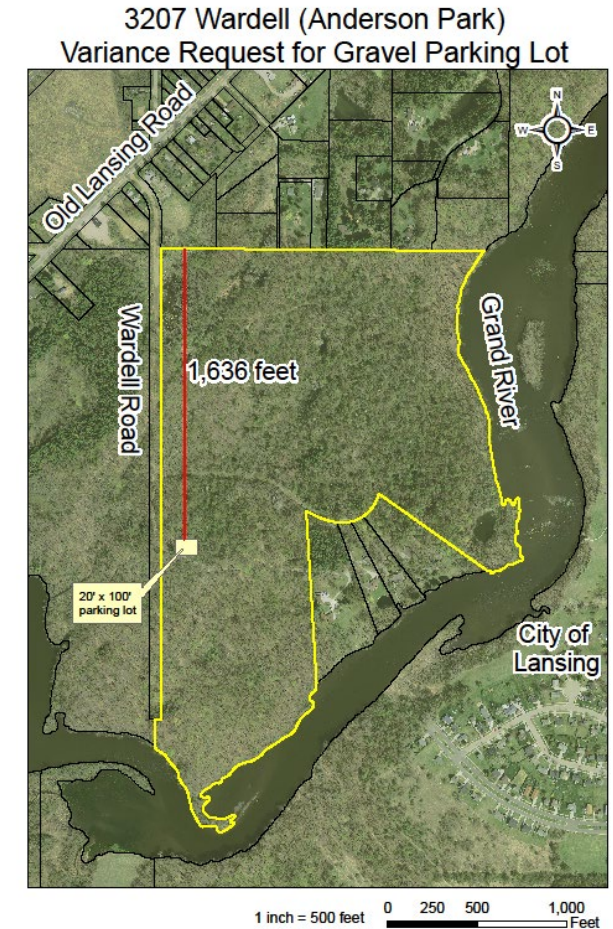
# Parking



# Parking

October 9, 2012 –

- Request for a variance from Section 22.3.0 C (1) of the Zoning Ordinance to allow for a 20' by 100' gravel-based parking lot for Anderson Park. The Zoning Ordinance requires that all parking lots in the Township must be paved with asphalt or concrete.
- Township staff believes that the proposed gravel parking lot will comply with all four basic conditions listed above. Per condition (1), the proposal would not be contrary to the public interest and the general intent of the Zoning Ordinance, in that a gravel parking lot would be more in keeping with the aesthetics of the existing park and the existing dirt access road. Per condition (2), parking lots are a use permitted by right in NR zones, in conjunction with a park. Per condition (3), the proposed gravel parking lot will be located over 650' from the four single family homes to the east, and over 1600' to the single-family homes to the north. The parking area will be located in the middle of the park and therefore not have any adverse affect on surrounding property owners. Per condition (4), the proposed parking lot will only relate to the property described in the variance application.





# A Response from MMMBA

- The MMMBA over the years has had a strong commitment to the ongoing care and revitalization of the park itself. Through that commitment the MMMBA has brought a positive community aspect to the area which drives out bad behavior or bad actors. The MMMBA is the main caretaker for this park running multiple trail days per year and caring for these trails and making it a safe space for hikers, runners and bikers together. The MMMBA has worked to clear homeless encampments, pick up dumped trash consistently and regular trim and maintain the trails in summer months in addition to clearing tree fall and dangerous pathway situations for trail users. Even the State police utilize these trails to train their officers for “On the bike” activity.
- We addressed the “Lights in the bedroom window” complaint this morning. With a group of volunteers, we rerouted the point where light might shine in the windows. Additionally, we took some time and accounted for another area that “lights in windows” could become an issue and proactively addressed that with a reroute for night riding. Hopefully, this shows the willingness of our group and mountain bikers being willing partners for the management of the trails at Anderson.
- The MMMBA has given 1000’s of man hours to Anderson park over the years and recognize that this is truly a beneficial partnership on both sides. We absolutely have respect for the landowner’s decision on this matter however would like an opportunity discuss alternative solutions outside of just shutting the trail down.





# 2024

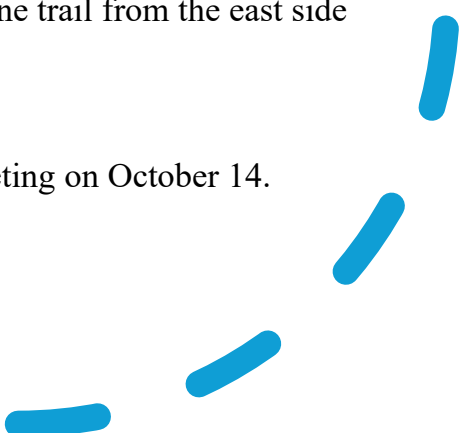
- **April**

- Concern from resident neighbor requesting that trail near his property line be relocated.
- Township staff visited park to inspect recently expanded trail. The trail was within the park's boundaries but very close to resident's property line.

- **May/June**

- Parks staff meet with the resident to discuss this concern. Staff has dealt with this resident's concerns, related to trails, mountain bikers, and safety concerns, in the past 10+ years. The resident shared safety concerns with bikers and parks users being so close to his property.
- Parks staff met with the MMBA to explore solutions to address the concerns. The resident called weekly to share additional concerns and requesting timeline for the removal of the trail. The resident shared a new concern of lights from bicycle use shining into his home.

- **July/August/September/October**

- Parks staff worked with the MMBA to find a quick solution to address the lights. The trail was redirected to avoid lights shining into the resident's home.
  - The Parks Department and MMBA arrive at a decision to relocate the one trail from the east side of Wardell to the west side, an area away from resident's property.
  - Additional signage for park hours was placed at the park.
  - MMBA and other park users attended the Committee of the Whole Meeting on October 14.
- 



# Trail Redesign

- September 7, 2024
- The MMMBA has mapped a new trail segment within the Anderson Nature Park. This new trail segment would connect to the existing “Green Trail” and add almost 1 mile of multiuse trail to the park. Needs for trail cutting for this new segment are very small as this will fall into a gorgeous, wooded area without any invasive vine growth and can be done with simple trail cutting tools. Time and energy. The new segment does not border any backyards or neighboring property as well.

# Delta Township Parks

- **DELTA TOWNSHIP PARKS RULES**

- Parks are normally open from dawn to dusk.
- Dogs must be always on a leash. (6ft max).
- Dog owners are responsible for cleaning up after their pets and disposing of waste in a sanitary manner.
- Motorized vehicles are restricted to designated parking areas only.
- Snowmobiles, ATVs, and motorcycles are not allowed on park land or park property.
- Fires are permitted only in picnic grills and must be attended at all times.
- Please do not disturb the wildlife in the park. Hunting, trapping, catching, killing, or removal of any animal on park land is prohibited, as is disturbing or robbing nests, dens or burrows of any animals. Destruction of plant life and natural surroundings in the park is prohibited.
- Campfires, camping, the flying of model airplanes or drones, fireworks, and loud noises or music are prohibited.
- Swimming in any pond or drain is prohibited.
- Skating or walking on ice upon any pond or drain is prohibited.
- Picking and collecting of wildflowers, fruits, mushrooms, downed wood, or any plant material are prohibited.
- Reservations for shelter or athletic field use may be arranged by calling the Parks and Recreation office at 517-323-8555.
- The last day to cancel reservations and obtain a refund for a shelter/pavilion is 21 days prior to the reservation date.
- Alcoholic beverages are allowed by permit only. Permits must be obtained by the person responsible (must be over 21) at the Parks and Recreation office. No bulk alcohol containers allowed (Example: Kegs).
- Bicycles may be ridden in any township park unless posted otherwise. Bicycles shall remain upon designated paths, trails, or roadways.
- It is unlawful to litter or pollute on any park area or waterway.
- Firearms or any type of weapon (bow and arrow, spring gun, etc.) are not allowed on park property.
- No person shall bring into, use, or navigate any boat, canoe, raft, or other watercraft upon any part of the Grand River, watercourse, lake, pond located within the public park except where designated for such use.

# Ordinance

## Chapter 30 - PARKS AND RECREATION <sup>[1]</sup>

### Sec. 30-5. - Hours.

No person or vehicle shall remain upon public park property between posted closing times and sunrise excepting at designated fishing sites, camp areas and other special use areas; provided, however, that such hours may be extended by permit. It shall be unlawful for any person to enter upon any portion of park lands or waters which have been designated as closed to public use or entry.

(Code 1992, § 13-5; Ord. No. 234.2, § 3.4, 2-15-1982)

**State Law reference**— Trespass, MCL 750.546 et seq.





# Delta Township Park Hours

- Open dawn to dusk
  - Anderson Park
  - Delta Mills Park
  - Erickson Park
  - Grand Woods Park
  - Hawk Meadow Park
  - Hunter's Orchard Park
  - Lake Delta – Currently Closed
  - Lake Iris Park
  - LeLand Park
  - Lootens Park
  - Mount Hope Park
  - Player's Club
  - Sharp Park
  - Willow Canoe Launch

# Gated Parks & Extended Hours

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- **Open dawn to dusk**

- Anderson Park – No gates
- Delta Mills Park – Gated & closed by staff
- Erickson Park - Gated with lights & closed by staff. Extended hours for Fireworks Events, Softball & Kickball Leagues.
- Grand Woods Park – Gated & closed by staff. There is a permitted weekly glow disc golf league during winter hours.
- Hawk Meadow Park – Gated & closed by staff.
- Hunter's Orchard Park – Gated & closed by staff.
- Lake Delta – Currently Closed
- Lake Iris Park – No gates
- LeLand Park – No gates
- Lootens Park - No gates
- Mount Hope Park – Gated & closed by staff. Extended hours events include Movies in the Park.
- Player's Club – No gates
- Sharp Park – Gated with lights & closed by staff. Extended hours for Fireworks Events, Softball & Kickball Leagues.
- Willow Canoe Launch – Gated & closed by staff.

# Possible Next Steps

- Amend the ordinance to adjust the hours for all parks
- Adjust the hours for Anderson Park
- Extend park use by permit
- Status Quo