

WHITEHALL TOWNSHIP
7644 Durham Rd., Whitehall 49461
Planning Commission Meeting Minutes
September 3, 2025

I. Call to Order

Meeting was called to order at 6:00pm by Al Wheeler, Vice Chairperson.

II. Pledge of Allegiance

III. Roll Call

Planning Commission Members Present: Al Wheeler, Kathy Dusseau, Tim Hicks, Tom Zmolek and David Holly

Members Absent: Carmen Rodriguez

Guests Present: Dennis Kroll, Township Supervisor, Rachael Novak, Township Attorney, John Duff, Dave Schultz, Dan Wilson, Alex Lehman.

IV. Approval of Agenda

- A. Vice Chair Wheeler requested review and a motion to approve the agenda. Ms. Dusseau made the motion to approve. Mr. Wheeler seconded. Motion carried.

V. Approval of Minutes

- A. The minutes of the August 6, 2025 meeting were distributed by e-mail prior to the meeting. Mr. Hicks made a motion to approve these minutes. Ms. Dusseau seconded. Motion carried.

VI. Public Comment

- A. Finding no public comment, Mr. Wheeler closed the public comment section of the meeting.

VII. Unfinished Business

- A. Mr. Wheeler brought up the issue of the May 2025 meeting minutes. Mr. Hicks reported that he took minutes in the absence of Mr. Zmolek. He stated he will distribute them to members if he has not done so previously.

VIII. New Business

- A. Mr. Wheeler stated that the developers of Hickory Place PUD had provided an updated plan which requires review.
 - 1. Mr. Dave Schultz, representing the owners of Hickory Place PUD summarized the changes to the original plan [See attached Hickory Place PUD Drawing]

which required review and approval by the commission and entertained questions from the commissioners. The changes listed here, were summarized in a document entitled, "Hickory Place" checklist [see attached].

- Removal of the HOA building and pool.
 - Addition of street lighting throughout the subdivision
 - Lot 1 reconfiguration
 - Removal of community dumpster stations
 - Moved the drainage easement 10' West from Lots 1-5 and will now be located entirely on lots 48-51.
 - Sidewalk has been relocated to the Public Right Of Way
2. Commissioners had a few questions about bullet points 1-5 but many questions about the sixth bullet point concerning sidewalks and bike paths.
- (a) Ms. Novak pointed the commissioners and the discussion to two provisions within Article 20 of the township Zoning Ordinance—specifically items A and B of section 2902 [see attached].
 - (b) Discussion ensued focusing on whose responsibility it is to install the sidewalks and/or bike paths and whether the PUD is considered a "commercial/industrial development" and therefore subject to section 2902(A) or was considered a residential development.
 - (c) Mr. Hicks raised the question of whether private owners can be forced to pay for the sidewalks and Ms. Novak clarified that they may not.
 - (d) Debate also grappled with whether sidewalks were required on both sides of the street and whether that applied just to the streets or internal to the development.
3. **Motion 1:** Checklist items on the Hickory Place Checklist 1-5 are approved subject to zoning ordinance compliance and provided that pics/stats of such lighting are provided to zoning administrator.
- Motion by Hicks; Second by Dusseau; Roll Call Vote: Hicks, Dusseau, Holly, Wheeler, Zmolek. Motion carried – Unanimous.
4. **Motion 2:** Sidewalks on both sides of all private streets within the development, except for cul-de-sacs, pursuant to Section 2902 of the Zoning Ordinance, as interpreted by the Planning Commission, pursuant to zoning ordinance standards.
- Motion by Hicks; Second by Holly; Roll Call Vote: Hicks, Dusseau, Holly, Wheeler, Zmolek. Motion carried—Unanimous.
- [It was clarified that the requirement of sidewalks on both sides of the street applied to streets internal to the development.]
5. **Motion 3:** Concerning bike path along Durham Road parcels pursuant to Section 2902 of the Zoning Ordinance as the Planning Commission interprets

same; said bike path shall be constructed within 6 months of when the last house is built along Durham Road (i.e. within 6 months of the last of the 10 houses to be built along Durham) pursuant to the Zoning Ordinance standards as set forth therein, and which bike paths shall be the responsibility of the Developer, weather permitting.

Motion by Holly; Second by Dusseau; Roll Call Vote: Hicks, Dusseau, Holly, Wheeler, Zmolek. Motion carried—Unanimous.

6. **Motion 4:** . Motion to approve the 1st Amendment to the Site Plan as set forth above, with conditions.

Motion by Zmolek; Second by Hicks; Roll Call Vote: Hicks, Dusseau, Holly, Wheeler, Zmolek - Motion carried—Unanimous.

7. Ms. Novak reiterated the need for a signed maintenance agreement as neither the city nor county will be responsible for maintenance of roads internal to the development.
8. Ms. Novak commented that we are awaiting comment from the Health Department to confirm that their approval will cover all 72 sites, not 62 as cited in the letter to Mr. Zack dated 8/1/2025 [see attached].

IX. Correspondence

- A. Mr. Wheeler noted there was no new correspondence.

X. Announcements

- A. The next meeting will be held on Wednesday, October 1, 2025 at 6pm.

XI. Adjournment

- A. The meeting was adjourned at 7:07pm

 11/5/25

Al Wheeler, Vice-chairperson/Acting Chairperson Date

 10.7.2025

Thomas Zmolek, Secretary Date