

**HARTLAND TOWNSHIP PLANNING COMMISSION MEETING  
JANUARY 23, 2014  
7:00 P.M.**

1. **CALL TO ORDER:** *Chairman Fox called the meeting to order at 7:00 p.m.*
2. **PLEDGE OF ALLEGIANCE**
3. **ROLL CALL AND RECOGNITION OF VISITORS:**  
**Present:** Chairman Fox, Commissioner Hopkins, Commissioner Murphy, Commissioner Grissim, Commissioner Mitchell and Commissioner Voight. **Absent:** Commissioner Newsom.  
  
*Also Present: David Campbell, Township Planning Director*
4. **APPROVAL OF THE MEETING AGENDA:**  
Move to approve the January 23, 2014 Planning Commission Meeting Agenda. Motion Grissim. Second Mitchell. Voice Vote. Motion Carried 6-0-1.
5. **APPROVAL OF THE MEETING MINUTES**  
Move to approve the January 9, 2014 Planning Commission Meeting Minutes. Motion Hopkins. Second Voight. Voice Vote. Motion Carried 6-0-1.
6. **CALL TO THE PUBLIC:** *No one came forward.*
7. **PUBLIC HEARING**
  - A. **ZONING ORDINANCE AMENDMENT APPLICATION #356**  
APPLICANT: HARTLAND TOWNSHIP  
  
*Township of Hartland, Zoning Amendment Application #356 with proposed Zoning Ordinance Amendment 76-4.A thru I addressing the following issues:*
    - 76-4 A: Amend Lot / Setbacks Definitions
    - 76-4 B: Resolve Inconsistencies: Frontage, Through and Corner Lots – General Yard and Bulk regulations
    - 76-4 C: Add Commercial Driveway Definitions
    - 76-4 D: Review Consistency of Use Standards with Right to Farm Act
    - 76-4 E: Eliminate Duplication: Off-Street Parking Requirements and Non-Conforming Use Provisions
    - 76-4 F: Determine Adequacy of Pathway Site Standards
    - 76-4 G: Relocate Variance Provisions Pertaining to Sound
    - 76-4 H: Eliminate Duplicative Provisions: Performance Standard Enforcement for Extraction Operations
    - 76-4 I: Allow Planning Commission Final Approval Authority for Principal Permitted Use Site Plans

*For the record, all public notice requirements for this Public Hearing have been met.*

**PUBLIC HEARING OPENED AT 7:03 P.M.**

**Director Campbell:** Reviewed his memos dated January 16, 2014 on the proposed amendments to the Zoning Ordinance.

**PUBLIC HEARING CLOSED AT 7:17 P.M.**

**Amendment 76-4A** – Amend Lot/Setbacks Definitions

**Commissioner Hopkins:** Pointed out that the word “other” still needed to be removed from #3 in the definition of street.

**Commissioner Mitchell:** Asked if it would be possible to choose another term rather than vehicular way.

**Commissioner Voight:** Suggested that maybe the word “road” be added between vehicular and way.

**Director Campbell:** Agreed that this could be changed.

**Amendment 76-4B** – Resolve Inconsistencies: Frontage, Through and Corner Lots – General Yard and Bulk regulations

**Commissioner Mitchell:** Asked for an explanation as to why we were changing back to requiring minimum frontage along both road frontages on corner lots.

**Director Campbell:** Explained that the unintended consequence of only requiring it on one and still requiring a front yard setback from both roadways, limits the usefulness of the lot and may require land owners to seek variances when wanting to build.

**Amendment 76-4I** – Allow Planning Commission Final Approval for Principal Permitted Use Site Plans

**Director Campbell:** Explained that at recent discussion at the Township Board meeting the Board expressed an opinion that an applicant that received a denial of a site plan application should have a right to appeal that decision to the Board. He further explained that the Board felt that if an applicant was denied at the Planning Commission and chooses to take the Township to court that it would help the Township’s position if both bodies had reviewed the application.

**Director Campbell:** Explained that the amendments as presented tonight do not include this provision and would need to be revised and possibly reviewed by the attorney.

Move to recommend adoption of Zoning Ordinance Amendment #76-4 (A through I), application #356, with the conditions that paragraph #241 in Amendment 76-4A be modified to read “vehicular road way” and the word “other” be removed from the third example, and the further condition that Amendment 76-4I be revised to include a right of appeal to the Township Board for site plan applicants that are denied by the Planning Commission. Motion Grissim. Second Hopkins. Voice Vote. Motion Carried 6-0-1.

**8. OLD AND NEW BUSINESS**

**A. ANNUAL REVIEW OF PLANNING COMMISSION BY-LAWS**

**Director Campbell:** Pointed out that the Commission By-laws were last reviewed and approved in February of 2013 with some minor revision requested, those revisions were incorporated last year and the By-laws are presented as last approved. He also explained that it is a requirement of the Zoning Enabling Act that these By-laws exist and that they are reviewed and approved each year.

**Commissioner Grissim:** Asked if the Planning Commission was going to be involved in preparing a Capital Improvement Plan as stated in the By-laws.

**Commission Hopkins:** Explained that the Planning Commission was involved in preparing the last Capital Improvement Plan and will be again when the process of developing the new plan begins soon.

**Commissioner Voight:** Asked if the By-laws should state whose responsibility it is to make sure public notice gets published in the paper.

**Chairman Fox:** Stated that he felt it could be covered in the provision under, Duties of the Township Planner which includes “Perform other duties as directed by the Planning Commission”.

Move to approve the Planning Commission By-laws as presented. Motion Voight. Second Mitchell. Voice Vote. Motion Carried 6-0-1.

9. **CALL TO THE PUBLIC:** *No one came forward.*

10. **PLANNER’S REPORT:**

**Director Campbell:** Informed the Commission that the annual goal setting session is scheduled for a February meeting and gave the Commission a brief rundown of the items that will need the Commission’s attention.

**Commissioner Hopkins:** Stated that he would like to see the balance of the list of Zoning Ordinance punch items prepared when Clear Zoning was adopted.

11. **COMMITTEE REPORTS:** *None*

12. **ADJOURNMENT:**

Move to adjourn the Planning Commission Meeting at 7:59 P.M. Motion Murphy. Second Mitchell. Voice Vote. Motion Carried 6-0-1.

Respectfully submitted by,

Larry J. Hopkins  
Hartland Township  
Planning Commission Secretary