

**HARTLAND TOWNSHIP PLANNING COMMISSION MEETING
FEBRUARY 14, 2008
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: Present:** Chairman Fox, Commissioner Hopkins (*Vice-Chair*), Commissioner Killinger (*Secretary*), Commissioner Newsom, Commissioner Crouse, Commissioner Voight and Commissioner Rataj.

*Also Present: Amy Chesnut & Heather McPhail, McKenna Associates
Denise Lutz, Deputy Zoning Administrator
Leslie Sauerbrey, Recording Secretary*

4. **APPROVAL OF FEBRUARY 14, 2008 PLANNING COMMISSION MEETING AGENDA**

Move to approve the Planning Commission Meeting Agenda for February 14, 2008.
Motion Killinger. Second Rataj. Voice Vote. Motion Carried. 7-0-0.

5. **APPROVAL OF JANUARY 17, 2008 PLANNING COMMISSION SPECIAL MEETING MINUTES**

Move to approve the minutes of the January 17, 2008 Planning Commission Special Meeting.
Motion Killinger. Second Newsom. Voice Vote. Motion Carried. 7-0-0.

6. **APPROVAL OF JANUARY 24, 2008 PLANNING COMMISSION MEETING MINUTES**

Move to approve the minutes of the January 24, 2008 Planning Commission Meeting.
Motion Killinger. Second Newsom. Voice Vote. Motion Carried. 7-0-0.

7. **CALL TO THE PUBLIC:**

Danielle Langenbruch, 11012 Matthew Lane: She addressed the Ramco-Gershensen "Hartland Towne Square" project and potential road improvements. She suggests revisions to Clark Road and Rovey Drive, such as shutting off Clark Road at Rovey Drive, adding a cul-de-sac and roundabout on Clark Road, paving McCartney Lane and re-routing traffic through the east side of the shopping center. She provided a sketch to the Planning Commission and urged the PC to keep an open mind about this proposed solution for traffic.

PUBLIC HEARING:

8. **SITE PLAN APPLICATION #442 WITH SPECIAL USE APPLICATION #235**

APPLICANT: LINDHOUT ASSOCIATES / DAVID A. RICHARDSON

Construction of a day care and charter school facility located at 11346 Highland Road.

Present: David Richardson, Lindhout Associates, Inc. (Architects)

Chuck Stockwell, CS Partners (Land Owner)

PUBLIC HEARING OPENED AT 7:07 P.M.

For Applicant: Lindhout Associates Architects, Tax ID #08-22-300-036. The applicant is requesting "Special Use" approval to construct an 11,500 square foot school for up to eighty (80) students with associated daycare for fifty (50) children and six (6) staff in the "OS" (*Office Service*) District.

For the record, at the Planning Commission Meeting on January 24, 2008, a Public Hearing was scheduled for today, February 14, 2008. All public notice requirements for this Public Hearing have been met.

Mr. Richardson: Described the proposed day care/charter school project. He showed a new plan that had not been reviewed yet. It illustrated revised parking and circulation, the metal roof has been eliminated, and only one color of brick is now used. This is only going to be a school for three years, and then it will be an office building with a day care center. The Township attorney is working on the details of this arrangement. A shuttle bus will bring approximately twenty (20) children from the current CS School to this school daily, there would never be a full size school bus. No student will be allowed to drive his or her own vehicle since we will not be providing student parking.

Ms. Chesnut: Summarized the McKenna review letter dated February 5, 2008. At this time McKenna is not recommending approval for the Special Use or the Site Plan. The Planning Commission needs to address the following issues; access, parking and circulation, architecture and future use.

PUBLIC COMMENTS:

Katie Schlueter, 1575 Shoreline Drive: Spoke about the impact that this project will have on Handy Lake and the surrounding area and lakes. The detention pond should be increased on this site. Any new development or re-modification of buildings in this area should be scrutinized regarding stormwater management. Stormwater management standards for this site should be brought up to the requirements of new developments. She stated the area lakes are getting larger due to the run-off from the development in the area.

Yvonne Mackle, 1472 Four Seasons Drive: Lives in the "Autumn Woods" subdivision, her children attend CSA and believes this would be an asset to the community. Concerned about delays in the Township approval process that she hears about, hopes the Planning Commission can expedite this.

Colleen Trancygier, 13850 Rocky Ridge: Her children attend Charyl Stockwell Academy. She also believes this school will be an asset to the community. She does not see an issue with traffic. She would like to see the school open for the 2008-2009 school year.

Joe Mackle, 1472 Four Seasons Drive: He is a board member of the Soccer Association and a parent of students of CSA. He is looking forward to the Township working with the applicant to move forward with this school. He feels this school will be a great asset to the community.

PUBLIC HEARING CLOSED AT 7:30 P.M.

PLANNING COMMISSION QUESTIONS & COMMENTS:

The McKenna Review letter of February 5, 2008 was used as an outline. Item numbering below corresponds to the McKenna letter. Any item number not included in these minutes indicates that no additional comment was necessary from the PC or the applicant.

- **SPECIAL USE REVIEW**

The PC has no issue with the special uses requested if the site plan issues discussed tonight are corrected and approved by the PC.

- **SITE PLAN REVIEW**

1. **Use:**

Commissioner Newsom: Asked if there are any other issues with the proposed future use other than parking?

Ms. Chesnut: Parking is the biggest issue.

Mr. Richardson: We will be able to show that parking will be adequate now and in three years. There are several options including removal of the last building to create more parking if the uses at that time require it. Depending on the blend of day care to office space, we may have enough parking with what we will build for the school/day care use.

4. **Parking and Circulation:**

Commissioner Voight: Questioned the location of the dumpster. It looks like it is located in a position that would be difficult for a garbage truck to access.

Mr. Richardson: The dumpster will be emptied during off hours when the day care and school are not operating.

Chairman Fox: Questioned the circulation and flow of the parking lot. Asked if they have considered pulling the south drive further north thus creating a separate lot that would not have flow-through traffic so parents with small children would not have to walk through traffic to enter the day care.

Mr. Richardson: This suggestion may work.

Commissioner Crouse: Asked if we are approving the use now as well as the future?

Ms. Chesnut: The PC will have to revisit this plan in three years. The future plan is being approved conceptually. The PC will approve the current use with the understanding that in three years the use will change to office.

Commissioner Crouse: Would like to see a drop-off and pick-up area.

Mr. Richardson: Explained where the drop-off area is. We have used the eight (8) foot isle for the handi-cap parking access as a walking isle for the kids to get from the vehicle they are dropped off from and to the front door.

Commissioner Crouse: Asked about projected enrollments at this site.

Mr. Stockwell: There will be approximately thirty (30) students the first year, fifty to sixty-five (50-65) students the second year and about one hundred (100) students by the third year. We will not exceed an enrollment of more than one hundred (100) students.

Commissioner Hopkins: Would like to see some evidence that the traffic flow for this school will not back up onto M-59. A traffic impact study would be good.

Commissioner Voight: He is comfortable with the parking plan as presented.

5. Landscaping:

Chairman Fox: Asked the applicant to add additional landscaping along the M-59 frontage of the building.

Mr. Richardson: We have already done that in the plan that has been re-submitted but not reviewed tonight.

6. Architecture:

Commissioner Hopkins: Is there a way to break up the shingled roof along the east side of the building?

Mr. Richardson: Suggested adding a few dormers, like those on the west side of the building, along the north end of the east side roofline.

7. Lighting:

Ms. Chesnut: We need more information on the lighting to determine if they comply with the Ordinance.

9. Stormwater Detention:

Chairman Fox: Asked the applicant if they have had conversations with HRC, the LCDC or the Township Manager in regards to the drainage issues in the area. The Township is looking at a drainage solution for many properties in the area and we need to make sure the applicant is aware of the ideas that have been discussed.

Mr. Richardson: Felt they had communicated with the LCDC about the site, but will verify with the LCDC that they are aware of the proposed use and detention proposed.

11. Dumpster Enclosure:

Commissioner Hopkins: The prints also need to state that the dumpster enclosure will be brick faced to match the building materials.

MISCELLANEOUS COMMENTS:

Mr. Stockwell: Stated they are working with the Fire Marshall on his concerns.

The applicant was instructed to modify the plan as described in the McKenna letter and discussed here this evening, then resubmit for further review.

9. **SITE PLAN APPLICATION #447 AND SPECIAL USE APPLICATION #236**

APPLICANT: NASIR ALI

Proposed medical office and urgent care facility located at 11554 Highland Road.

Present: Dr. Nasir Ali, Applicant

Jason Wallace, Design, Inc.

Mr. Wallace: Described the project and highlighted changes that have been made to the Site Plan based on the Planning Commission's previous comments.

Ms. Chesnut: Summarized the McKenna review letter dated February 4, 2008 and noted the outstanding issues. Approval must be conditioned on the ZBA granting a variance. We are recommending approval for the Site Plan and Special Use pending the outstanding issues being addressed and that the ZBA grants the variance.

Chairman Fox: He agreed with the McKenna letter regarding landscaping. He would like to see the distance between the shrubs used along the foundation of the building decreased.

Mr. Wallace: Agreed to two (2) foot spacing on center for the foundation plantings.

Commissioner Hopkins: Would like the northwest corner landscaping revised to a hedge planting.

Mr. Wallace: Agreed to a three (3) foot spacing of the yews used in the northwest corner of the site.

Commissioner Hopkins: The spacing of the yews around the A/C unit also needs to be adjusted to agree with the recommendation of the planner.

Mr. Wallace: Agreed to a three (3) foot spacing of the yews screening the A/C unit.

PC agreed to not require the applicant to screen the dumpster with plant materials.

Mr. Wallace: Showed a drawing of the proposed sign and understands they will need to fill out a sign permit application and go through the approval process.

Commissioner Hopkins: Asked how the applicant feels about contributing to the sidewalk fund.

Mr. Wallace: Indicated Dr. Ali would be willing to contribute funds to a sidewalk at a later date, but since there is no foreseeable date for the installation of a sidewalk; he is requesting that no money be collected at this time.

Commissioner Hopkins: Indicated that a "SAD" may be created at a later time for sidewalks.

Mr. Wallace: Addressed the issues in the Williams & Works letter. They will comply with Item #3, Item #11 and Item #12.

The PC and the applicant agreed that on Item #13, the Township Engineer will inspect the materials used as the base after the asphalt is removed to verify it is structurally sound and will support the parking lot. The applicant also agreed to install two (2) one and one half (1 ½) inch lifts of asphalt on top of the approved base.

Move to recommend approval of Site Plan Application #447 for Dr. Nasir Ali, for a medical clinic, with the following conditions:

- The applicant comply with the McKenna letter dated February 4, 2008 and specifically:
 - * The applicant will adjust the plantings at the northwest corner of the site so that the shrubs are planted three (3) foot on center.
 - * The foundation plantings on the front of the building are planted two (2) foot on center.
 - * The yews around the air conditioning unit are to be planted three (3) foot on center.
 - * The contribution of funds for a sidewalk will not be required at this time.
- The PC grants a facade waiver of material for all facades from the architectural portion of the Ordinance due to the redevelopment nature of the existing building and site.

- The applicant complies with Item #3, #11 and #12 as written in the Williams & Work letter dated February 6, 2008. In regards to Item #13, they agree to allow the Township Engineer to inspect the base material after removal of the original top coat to insure the base materials adequacy and agree to installing two (2) lifts of one and one half (1½) inches of asphalt as stated in the letter, for a total three (3) inches of asphalt.
- The applicant receives a variance from the ZBA for parking stall depth and isle width.
- Township staff verifies all of these items are complete prior to this application being placed on the Township Board agenda.

Motion Hopkins. Second Crouse. Voice Vote. Motion Carried. 7-0-0.

Move to recommend approval of Special Use Application #236 for Dr. Nasir Ali medical clinic, finding that the requirements of a "Special Use" in Hartland Township Zoning Ordinance #37 have been met as stated in the McKenna Associates letter dated February 4, 2008.

Motion Hopkins. Second Rataj. Voice Vote. Motion Carried. 7-0-0.

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

11. **PLANNER'S REPORT:**

Ms Chesnut: The Parks & Recreation Committee had a meeting this past Tuesday; they are recommending approval of the "Parks and Recreation Plan" to the Township Board.

12. **COMMITTEE REPORTS:** *None at this time.*

13. **ADJOURNMENT:**

Move to adjourn the Planning Commission Meeting at 8:53 p.m.

Motion Voight. Second Hopkins. Voice Vote. Motion Carried. 7-0-0.

This is a Draft until Final Approval.

Submitted by,

Leslie M. Sauerbrey
Recording Secretary

Laura J. Killinger
Planning Commission Secretary