

**HARTLAND TOWNSHIP  
HARTLAND PLANNING COMMISSION AND HARTLAND TOWNSHIP BOARD**

**MAY 5, 2005  
7:00PM**

**SPECIAL JOINT MEETING AGENDA**

1. CALL TO ORDER
2. PLEDGE OF ALLEGIANCE
3. ROLL CALL
4. APPROVAL OF MAY 5, 2005 SPECIAL JOINT PLANNING COMMISSION AND TOWNSHIP BOARD MEETING AGENDA
  
5. CALL TO PUBLIC           **PLEASE APPROACH FRONT CENTER MICROPHONE**

**PUBLIC HEARING**

**OLD AND NEW BUSINESS**

6. COMMITTEE UPDATES - A BRIEF REPORT AND DISCUSSION ABOUT COMMITTEES, THEIR PURPOSE, AND CURRENT STATUS
  - PRIVATE ROADS AND SHARED DRIVEWAYS – LARRY FOX
  - RIPARIAN RIGHTS – DAVE KALENAUSKAS
  - SIGNS – MATT GERMAINE
  - ORDINANCE ALIGNMENT – LARRY HOPKINS
  - NATURAL FEATURES – LAURA BICKEL
  - EASEMENTS – DAVE KALENAUSKAS
  - ARCHITECTURE STANDARDS – LARRY FOX
7. ENFORCEMENT ISSUES – MATT GERMAINE - DISCUSSION
8. LAND DIVISION – LARRY HOPKINS – DISCUSSION
9. DOWNTOWN HARTLAND – JEFF NEWSOM - DISCUSSION
  
10. CALL TO PUBLIC
11. COMMITTEE REPORT
12. ADJOURNMENT

**NEXT SCHEDULED MEETINGS           MAY 12, 2005   @ 7:30 PM  
MAY 26, 2005   @ 7:30 PM**

# **WOODLANDS/TREE ORDINANCE EDUCATIONAL SESSION**

## **The Value of Trees: Is Protection Necessary??**

Presented by the Hartland Township Planning Commission  
June 16, 2005 @ 7:00 pm, *Hartland Music Hall*

### **Topics:**

- Positive Benefits of Trees and Woodlands
- Township Successes With Tree Ordinances
- Historic Legal Challenges to Tree/Woodland Ordinances
- How Woodland Ordinances can be Beneficial to Balanced Land Use Planning
- Practical Applications of Individual Environmental Stewardship

1. **CALL TO ORDER** – Supervisor Rhodes called the meeting to order.

2. **PLEDGE OF ALLEGIANCE**

3. **ROLL CALL** – Township Board Members present: Supervisor Rhodes, Clerk Ulrich, Trustee Colaianne, Trustee Petrucci, & Trustee Fountain. Absent: Treasurer Horning.  
Planning Commission Members present: Chairman Fox, Secretary Germane, Commissioner Hopkins, Commissioner Newsom, and Commissioner Kalenauskas.  
Absent: Commissioner Rataj & Commissioner Bickel

4. **APPROVAL OF AGENDA** – Move to approve the agenda for the May 5, 2005 Meeting of the Hartland Township Planning Commission and Hartland Township Board. Motion Hopkins. Second Newsom. Voice Vote: 10-0-2. Absent: Rataj & Bickel

5. **CALL TO THE PUBLIC**

No one came forward.

Laura Bickel arrived at 7:09 p.m.

6. **COMMITTEE UPDATES**

Chairman Fox thanked everyone for coming.

**Private Roads - Chairman Fox** – This project was started by the previous planning commission. A survey was completed. The ordinance was developed and sent to Williams Works & McKenna to review. Planning Commission has accepted the changes that have been suggested by the consultants. Scott Barb is working on updating the ordinance.

Some of the New Private Road Changes involve:

- Reduce parcel access from the current number of 4 to 2 Parcels.
- Changes in Construction standards.

Planning Commission must decide to either leave it in the ordinance or leave it stand alone.

Consultants Suggestion was to leave it within the ordinance. The benefits of leaving it within, is to reduce the steps necessary for site plan approval when there is a private road involved.

**Riparian Rights – Commissioner Kalenauskas.** Residents asked the Planning Commission to address this issue to prevent developers from purchasing one lot and letting an entire subdivision use that lot as access to the lake. The attorney has just returned the copy of the Ordinance with his comments. This will be discussed at the Planning Commission meeting and then final work on the ordinance will be taken to the Board for approval. Enforcement will probably be left only to the township since the State of Michigan is getting out of Marine enforcement.

**Signs-Secretary Germane** – Sign Committee started work a year ago. The plan is to remove the sign review process from the PC and turn it over to the township hall staff. Committee has researched sign ordinances from other communities and using that information; the new Ordinance will be compiled and written by Scott Barb. The attorney wants the ordinance to stand alone. Advantages of a stand alone Sign Ordinance will allow a sunset date (6 or 7 years) to get all signs in Township in compliance with ordinance. Committee wants enforcement to be a priority. Ordinance should be at the next meeting of the PC and then should be to the board very soon.

**Ordinance Alignment-Trustee Hopkins-** Bringing the ordinance into line with the comprehensive plan, is the task. Some of the issues to consider are: density, lot sizes, ranges, open space definition. The committee is seeking input from McKenna.

- Committee looked for voids in zoning ordinance with relation to the Comprehensive Plan.
- McKenna reviewed and suggested categories, changes and density issues.
- PC selected the McKenna bid. The Bid will come to the Board for approval.
- New district is to be created-Rural Residential.
- Difference in SR where there are 2 lots sizes, one with sewer and one without.
- PD ordinance to deal with density and average lot size.

Once the board approves, the McKenna contracts, it should only be a few weeks, before the information is ready for approval.

McKenna is updating the current ordinance to reflect approved changes so the copy on the Township website can be updated. It was a suggestion to add a disclaimer to the website.

**Natural Features – Commissioner Bickel** –Committee is currently looking at other ordinances and checking woodlands websites for Ordinances for Woodlands and wetlands preservation. Eighty-one surveys have been returned. Only 2 are against a woodlands ordinance. There are 114 ordinances in Michigan. Committee has reviewed 6. 21 more will be reviewed. The Ordinance will not apply to land under 5 acres, or land used for agricultural purposes. The Ordinance will only address trees 8-10” in trunk diameter and some special landmark trees. The current Township ordinance prevents more than 25% of the trees be removed. Committee will be inviting the public and developers to an educational seminar featuring on “experts” in this area, about a Natural Features Ordinance.

Trustee Colaianne is concerned that other Planning Commission issues like set backs, density and loop holes be addressed and resolved before we spend a lot of time on new issues like a tree ordinance.

The committee feels like those issues are nearly resolved and so they will continue to research and educate the board and Planning Commission as it moves along, with formation of this Ordinance.

**Director Rolly Olney -Phase 2** Director Olney provided a brief information and requirements of our permit with the State. He suggested Board and PC members read the information on the Hartland website. It lists the steps that will be required in the future, such as developer’s requirements to keep run-off water on their site.

**Commissioner Kalenauskas – Easements** – “This is a hope to committee”.

Actually this is about set backs, but requires the road/driveway ordinance to be in place before this can begin. Wants to get committee to look at ordinance to keep it fair such for set backs required for utility easements, etc.

Committee will not be formed until a few items come off the to-do list. Commissioner Kalenauskas wants to have this resolved and hopes that proposed changes to the ordinance can be shared with the board in order to get a positive vote to go forward.

**Architecture Standards-Chairman Fox-**Proposed establishing a committee to look at larger retail establishments, like big boxes and have McKenna develop standards we can require that would not prevent but require them to use higher grade building materials and design standards.

The idea is that companies will comply with better looking building if required but will do the minimum if they are allowed. Examples will be to require higher percentage of brick will be used for larger square footage buildings and night lighting standards are areas to consider. The consensus of the board was to get a cost estimates from McKenna on charges to develop these architecture standard and then bring to the board for approval.

Water runoff should be addressed with drain commissioner and grant money is available.

**7. Enforcement Issues – Secretary Germane** — Concerns are signs not in size compliance as well as temporary sign in locations along US-23 that are past their approved time limit. Other concerns discussed were final site plan inspections and if special use permits were enforced. Consider adding a full time person for enforcement, since a 16 hour per week employee is currently responsible for enforcement. Site plans are handled by the engineer. Director Olney will submit a plan to the board to hire another enforcement officer.

**8. Land Division – Trustee Hopkins** – He feels that the law creates concerns, since our Attorney states that the splits must be approved, even if the parcel being created does not meet Township Ordinance and therefore would not qualify for a land use permits after the splits are approved. The township needs to keep track of these parcels so that a land use permits will not be issued for one of these parcels. Due to confusion on actually what the Attorney has stated verbally to the Boards, Supervisor Rhodes will ask Mike Homier for a written legal opinion on how to do land division, as well as clarification with regard to the issues addressed above..

**9. Downtown Hartland – Commissioner Newsom**—Suggestions were tossed around with ideas such as the Township adding street lights and sidewalks.

#### **10. CALL TO THE PUBLIC**

Bill England addressed the board regarding set backs.

Bruce Douglas was concerned about trucks parking in west park & ride. He suggested improvements be considered for the canopy of gas stations & site plan enforcement for final inspection.

Katie Schulter has concerns about the beeping sounds as the trucks back up in commercial areas near homes. November 1<sup>st</sup> watershed plan is due

Gary Cornilaud is concerned with the architectural standards. Stated that the library will keep it's presence in the village, even with the new storefront site.

**12. ADJOURNMENT – Move to adjourn. Motion Kalenauskas. Second Hopkins. Voice Vote: 10-0-1.** The meeting was adjourned at 9:56 p.m.

These minutes are a preliminary draft until final approval.

Submitted by,

Ann Ulrich, CMC  
Hartland Township Clerk