

**HARTLAND TOWNSHIP  
SPECIAL PLANNING COMMISSION WORKSHOP  
AT THE TOWNSHIP HALL**

**MAY 29, 2003  
7:00 PM**

**AGENDA**

1. CALL TO ORDER
2. PLEDGE OF ALLEGIANCE
3. ROLL CALL
4. APPROVAL OF MAY 29, 2003 SPECIAL PLANNING COMMISSION MEETING AGENDA
5. APPROVAL OF MAY 22, 2003 PLANNING COMMISSION MINUTES
6. CALL TO PUBLIC      **PLEASE APPROACH FRONT CENTER MICROPHONE**
  
7. **7A. SET A DATE FOR A PUBLIC HEARING**  
APPLICANT: HARTLAND UNITED METHODIST CHURCH / LINDHOUT ASSOCIATES/ DAVID RICHARDSON      **SPECIAL USE APPLICATION #220**      IN CONJUNCTION WITH **SITE PLAN APPLICATION #345**      AN ADDITION TO THE EXISTING CHURCH
  
- 7B. SET A DATE FOR A PUBLIC HEARING**  
APPLICATION: HARTLAND TOWNSHIP      **ZONING AMENDMENT APPLICATION #301**  
AMENDMENTS TO THE HARTLAND TOWNSHIP ORDINANCE #37

**PUBLIC HEARING**

**OLD AND NEW BUSINESS**

8. DISCUSSION ON **PLANNED DEVELOPMENT (PD) DISTRICT**
9. DISCUSSION ON **RESIDENTIAL RECREATION (RR) DISTRICT**
10. DISCUSSION ON THE COMPREHENSIVE PLAN
  
11. CALL TO PUBLIC
12. COMMITTEE REPORT
13. ADJOURNMENT

**NEXT REGULAR SCHEDULED MEETING      JUNE 12, 2003  
SPECIAL JOINT PLANNING COMMISSION MEETING WITH HARTLAND TOWNSHIP BOARD**

1. **CALL TO ORDER** – The meeting was called to order by Chairman Fountain at 7:10 p.m.

2. **PLEDGE OF ALLEGIANCE**

3. **ROLL CALL** – Members present: Chairman Fountain, Vice Chairman Douglass, Commissioner Phillips, Commissioner Petrucci and Commissioner Colaianne. Commissioner Germane arrived at 8:10 p.m. Absent: Secretary Kalenauskas. Also present: David Nicholson of McKenna Associates and Deputy ZA Lutz.

4. **APPROVAL OF MAY 29, 2003 PLANNING COMMISSION SPECIAL MEETING AGENDA** - Correct the spelling of “Township” at bottom of the page. Add the date of the joint meeting with the Board as “June 19”.

Move to approve the May 29, 2003 Planning Commission agenda with changes. Motion Petrucci. Second Phillips. Voice Vote. Motion Carried. 5-0-2.

5. **APPROVAL OF MAY 22, 2003 PLANNING COMMISSION MINUTES** – Move to table the May 22, 2003 minutes to the June 12, 2003 meeting. Motion Phillips. Second Petrucci. Voice Vote. Motion Carried. 5-0-2.

6. **CALL TO THE PUBLIC** – There being no response, the call to the public was closed.

7. **7a. SET DATE FOR A PUBLIC HEARING - APPLICANT: HARTLAND UNITED METHODIST CHURCH / LINDHOUT ASSOCIATES / DAVID RICHARDSON SPECIAL USE APPLICATION #220 IN CONJUNCTION WITH SITE PLAN APPLICATION #345 AN ADDITION TO THE EXISTING CHURCH** - Move to set a Public Hearing on Special Use Application #220 in conjunction with Site Plan Application #345 for Hartland United Methodist Church / Lindhout Associates for June 26, 2003. Motion Phillips. Second Petrucci. Voice Vote. Motion Carried. 5-0-2.

7b. **SET A DATE FOR A PUBLIC HEARING – APPLICANT: HARTLAND TOWNSHIP ZONING AMENDMENT APPLICATION #301 AMENDMENTS TO THE HARTLAND TOWNSHIP ZONING ORDINANCE #37** – Deputy ZA Lutz outlined the changes requested in the number of blueprints required and the performance guarantee language. There was no exact language available on the changes requested. The Commission would like to see the current language and the proposed changes before taking actions. There are other amendments that need action and these could be added to that list.  
Move to table. Motion Colaianne. Second Petrucci. Voice Vote. Motion Carried. 5-0-2.

Commissioner Phillips – The amendments coming from various entities ( PC, attorney, zoning, etc.) should be combined and acted on at one time.

Deputy ZA Lutz – The current ordinance language has the ZA doing the final inspections.

Mr. Nicholson noted that McKenna has staff to handle landscaping reviews.

**OLD AND NEW BUSINESS**

**8. DISCUSSION ON PLANNED DEVELOPMENT (PD) DISTRICT** – Mr. Nicholson reviewed the changes incorporated into the ordinance section.

Page 3 – 40 % is the maximum density increase allowed if the criteria is met. Increases should not be granted indiscriminately and the intentions of the section should be considered. It may impact the “rural character” desired by the residents if more bonus density is allowed.

On page 8 item F. Open Space Requirements – The use of the word “previous” before the zoning designation means comparable open space to the previous (before the planned development agreement) designation. In CA, open space requirements should be created so there is a “previous” to refer back to. On page 10-35 of the Zoning Ordinance, there is Rural Open Space language that can be used.

The section on sidewalks can be negotiable since there are wetlands and other issues to be considered.

Page 6 item 2a Add wording “unless otherwise specified by the Planned Development agreement”.

Recess 8:10 p.m.

Resume 8:15 p.m.

Page 11 - Sec. E.1 – Change number of plan copies to 14.

Page 10 – Sec. D.3 – Second sentence – insert “ preliminary” instead of final”. Delete “and approval” after “preliminary review” and start a second sentence.

Page 13 5.a. – delete “review and approval” and insert “notification”.

5.a.3. – delete “shall approve ...system”. Add “DEQ” after “State of Michigan”.

Page 12 4.b.1 – Delete and change the numbering.

5.a.2. – Drain Commission(er).

The heading of Section 5a should read “State and County Notification”.

Page 14 - In the first sentence – change to 14 copies from 15 copies.

Page 15 F.3 - A report on a planed development could be a good thing. The planner, secretary or a committee could do the report. Commissioner Phillips warned that such documents could come into play in a legal situation and should be created carefully.

Page 16 – “H” should be in bold type.

Page 9 – Insert another step after #7 – Add “A preliminary Township Board review and action” To the “Review Procedures”

Page 17 /18 – Sec. 29.05 Conceptual requirements that would be better in preliminary are #5e. #10, #14, #15 and #17. Mr. Nicholson agreed that it made sense to move these.

The Township may consider developing a woodlands ordinance to document and preserve existing woodland areas.

Even though the Planning Commission does not read every word of the environmental, traffic and other impact statements, the consultants do use the information.

Sec. 29.06/E. – reference Article 3 in the Ordinance.

Page 19 – Correct #2 “A detailed” rather than “An detailed”

#2.b. – Leave the first sentence. Delete “Detailed ... first phase.”.

Page 19 – Item # 7 – Delete

Page 19 – Item #6 – Delete “complete”.

Sec. 29.06.F – The heading should be “Compatible with Comprehensive Plan for Future Land Use”.

Sec. 29.07 – Delete “A” since there is no “B”.

Deputy ZA Lutz questioned if wording about ZBA reviews should be included. Mr. Nicholson advised that the community has to decide if it wants the ZBA to have authority to review planned developments. It was the PC consensus that the ZBA not have the authority to modify planned development agreements.

Commissioner Germane felt that the PD and RR sections of the ordinance should be handled concurrently.

Move to set a Public Hearing on July 10, 2003 for revisions to Zoning Ordinance #37 – Section 29 Planned Developments. Motion Germane. Second Phillips. Voice Vote. Motion Carried. 6-0-1.

**11. CALL TO THE PUBLIC** – There being no response, the call to the public was closed.

Move to schedule a regular Planning Commission meeting on June 5, 2003 for the purpose of discussion on the RR district and the comprehensive plan if time allows. Motion Germane. Second Colaianne. Voice Vote. Motion Carried. 6-0-1.

## **12. COMMITTEE REPORTS**

*Colaianne* – Mr. Nicholson will do a CIP (Capital Improvement Plan) presentation for the Board, Fire Department, DPW and other interested parties at the joint meeting. Add this to the agenda.

*Fountain* – A memo on sewer capacity has been distributed that concerns several possible scenarios for homes, commercial properties and light industrial.

Commissioner Germane left at 9:50 p.m.

More study and details are needed in order to plan for the impact of more sewer capacity.

The meeting was adjourned at 9:54 p.m.

These minutes are a preliminary draft until final approval.

Submitted by,



Christine A. Polk  
Recording Secretary



D. Kalenauskas  
Planning Commission Secretary

Next Regular Meeting – June 12, 2003 – 7:00 p.m.

Special Joint Planning Commission / Township Board Meeting – June 19, 2003