

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

**MARCH 6, 2003  
7:30 PM**

**AGENDA**

1. CALL TO ORDER
2. PLEDGE OF ALLEGIANCE
3. ROLL CALL
4. APPROVAL OF MARCH 6, 2003 SPECIAL PLANNING COMMISSION AGENDA
5. APPROVAL OF FEBRUARY 27, 2003 PLANNING COMMISSION MINUTES
6. CALL TO PUBLIC      **PLEASE APPROACH FRONT CENTER MICROPHONE**

**PUBLIC HEARING**

**OLD AND NEW BUSINESS**

7. DISCUSSION ON ORDINANCE 37 ARTICLE 29   **PLANNED DEVELOPMENT DISTRICT**
8. CALL TO PUBLIC
9. COMMITTEE REPORT
10. ADJOURNMENT

REGULAR MEETING DATE	MARCH 13, 2003
SPECIAL PLANNING COMMISSION MEETING	MARCH 20, 2003
REGULAR MEETING DATE	MARCH 27, 2003

HARTLAND TOWNSHIP PLANNING COMMISSION SPECIAL MEETING  
MARCH 6, 2003 – TOWNSHIP HALL – 7:30 P.M.

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1. **CALL TO ORDER** – The meeting was called to order by Chairman Fountain at 7:30 p.m.
2. **PLEDGE OF ALLEGIANCE**
3. **ROLL CALL** – Secretary Kalenauskas called the roll. Members present: Chairman Fountain, Vice Chairman Douglass, Secretary Kalenauskas, Commissioner Petrucci and Commissioner Phillips. Commissioner Germane arrived at 7:32 p.m. Absent: Commissioner Colaianne. Also present: David Nicholson and Michele Aniol of McKenna Associates.
4. **APPROVAL OF MARCH 6, 2003 PLANNING COMMISSION SPECIAL MEETING AGENDA** – Move to approve the March 6, 2003 Planning Commission Special Meeting agenda as presented. Motion Phillips. Second Kalenauskas. Voice Vote. Motion Carried. 5-0-2.
5. **APPROVAL OF FEBRUARY 27, 2003 REGULAR MEETING MINUTES** – Move to table the February 27, 2003 Planning Commission regular meeting minutes. Motion Kalenauskas. Second Petrucci. Voice Vote. Motion Carried. 6-0-1.
6. **CALL TO THE PUBLIC** – There being no response, the call to the public was closed.

**PUBLIC HEARING**

**OLD AND NEW BUSINESS**

7. **DISCUSSION ON ORDINANCE 37 ARTICLE 29 PLANNED DEVELOPMENT-** Mr. Nicholson reviewed the outline of the current approval process and regulation for the Planned Development District. Commissioner Kalenauskas disagreed with Mr. Nicholson's advice to require a pre-application conference. He felt that it should be left to the choice of the applicant and not be required.

Chairman Fountain advised revisiting the language in the by-laws concerning the formation of a site plan review committee, that currently requires 5 members.

Mr. Nicholson advised doing away with the time and size limits stated in the current ordinance. Large tracts take much longer to develop than the time specified in the ordinance. The concept of underlying zoning should be reconsidered so as to allow more flexibility in the PD district. The current ordinance requirements would force rezoning mixed use to all of the individual proposed uses in order to establish the underlying zonings for PD.

Terry Nosan and Andy Giovanetti presented the points they had developed for proposed changes to the Planned Development District. Their memo was dated March 6, 2003. It would create a new mixed use district.

There was discussion of the pattern book and what it did for the development. It was much more detailed in describing styles of buildings, lighting, streetscapes and other things.

Possible components of a PD agreement:

1. Concept Plan
2. Site Plan
3. Pattern Book
4. Master Deed

5. By-laws
6. Restrictions

Fine tuning of the plan is not unusual in the PD process.

Master plans have their own terminology and the zoning ordinance has a different terminology. The designation could possibly be described as PD Mixed Use.

Mr. Nicholson advised making size limits discretionary to allow flexibility to include smaller sites that the Township may want to preserve.

Chairman Fountain requested a cost estimate for the work needed from McKenna to blend the Crouse information on the PD district and the M59 LLC information to draft amendments to Article 29. Mr. Nicholson estimated \$750.00.

Commissioner Kalenauskas agreed with removing the number limits for days and sizes. The pattern book concept will have to be reviewed and decisions made on what should be included in it.

Michael Horowitz noted for the Commission that the PD district is for the benefit of the community, not the developer.

The pattern book includes design elements or “theme” components but not specific floor plans. It brings consistency of design to the development.

The fire department will have to approve the street layouts. It might be beneficial to show them other sites where this works.

Mr. Nicholson will contact Attorney Homier about the PD designations in the Township that are questionable.

#### **8. CALL TO THE PUBLIC – Nothing.**

#### **9. COMMITTEE REPORTS**

*Fountain* – The draft letter of notification to surrounding communities on the comprehensive plan has been distributed.

Move that the letter enclosed in the March 6, 2003 McKenna memorandum regarding notice to adjacent municipalities regarding the comprehensive plan be placed on Township letterhead and sent to the appropriate adjacent municipalities. Motion Phillips. Second Kalenauskas. Voice Vote. Motion Carried. 6-0-1.

*Douglass* – Minutes that need to be approved? Deputy ZA Lutz will provide copies of the February 13 and 20, 2003 minutes for review by the Commissioners.

*Kalenauskas* – The Township is unable to find a PD agreement for the plaza known as Bucky’s. The Highway Commercial was changed to General Commercial. Chairman Fountain noted that the Section for Highway Service Commercial was still in the ordinance even though nothing in the Township carried that designation. It can be repealed. It seems compensation for the work of the Planning Commission is being lost, overlooked or withheld. Chairman Fountain spoke to the Board on this issue but did not receive clarification from the Board. Commissioner Kalenauskas noted that three years ago compensation was not an issue but now there is a problem. He requested that the Board make a policy to settle this as soon

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as possible. Commissioner Petrucci noted that consultants and attorneys get paid for special meetings.

*Germane* – Status of joint meeting? Repeated requests have not brought a date. Move to set a special joint meeting with the Township Board and the Parks and Recreation Committee on April 3, 2003 at 7:30 p.m. Motion Germane. Second Phillips. Voice Vote Motion Carried. 5-1-1.

There is a possibility that the ice arena plans are being redrafted. The rezoning of the Rotondo property was recommended for denial weeks ago.

*Phillips* – The Citizen Planner Class has begun. Commissioner Phillips felt that this meeting was a rehash the ordinance and past issues.

Commissioner Germane questioned if a date had been set for the no cost zoning seminar offered by the Township Attorney. No date yet.

The Livingston County Department of Planning has communicated a question as to whether or not the Township is working on a comprehensive plan . This needs to go forward.

There was discussion of how corrections and changes to the meeting minutes are implemented after being made and approved by the Commission. The recording secretary noted that once they are turned in to the office, she does not do any further work to them and was not aware how or if the corrections were being made. The changes should also be made to the Laserfische copy of the minutes to be sure there is only one version of the minutes available.

Commissioner Kalenauskas suggested consideration be given to having an in house planner.

The meeting adjourned at 10:20 p.m.

These minutes are a preliminary draft until final approval.

Submitted by,

Christine A. Polk  
Recording Secretary

D. Kalenauskas  
Planning Commission Secretary