

**HARTLAND TOWNSHIP PLANNING COMMISSION MEETING
OCTOBER 10, 2013
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 Grissim, Commissioner Hopkins, Commissioner Newsom, Commissioner Mitchell and Commissioner Voight. **Absent:** Commissioner Summerfield.

Also Present: David Campbell, Township Planning Director

4. **APPROVAL OF THE MEETING AGENDA:**

Move to approve the October 10, 2013 Planning Commission Meeting Agenda. Motion Newsom. Second Grissim. Voice Vote. Motion Carried 6-0-1.

5. **APPROVAL OF MEETING MINUTES:**

Move to approve the September 26, 2013 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. **OLD AND NEW BUSINESS**

A. **HARTLAND VILLAGE CONCEPTUAL STREETScape IMPROVEMENT PLAN**

Director Campbell: Outlined his memo dated September 30, 2013, and gave a brief history of the plan. Explained that the hope is that the Board will approve the plan in concept with the intent of incorporating it into the Township's Safer Roads and Pathways Plan.

Chairman Fox: Reminded the Commission that they had seen this plan before about a couple of years ago.

Commissioner Voight: Asked why the sidewalk on the east side of Avon is 7½ feet and on the west side it is only 5 feet.

Director Campbell: Explained that this was to allow for the bumper overhang of parked cars.

Commissioner Voight: Asked if there was discussion regarding linking the village through walkways with the schools and the new Township Park.

Director Campbell: Answered that the plan includes a side walk along Crouse Road that would connect Avon Road side walks to the school campus, then once on the school property it is hoped that a connection from the park to the High School's main drive to Dunham will be able to be put in, in the future.

Commissioner Mitchell: Asked if street lighting along Avon is part of this proposal.

Commission Grissim: Explained that it was looked at but a specific one was not specified in the plan documents.

Move to recommend the Hartland Township Board approve the conceptual Village Streetscape Improvement Plan as proposed, and include the Village Streetscape Improvement Plan in the Township's forthcoming Safer Roads and Pathways Plan. Motion Voight. Second Mitchell. Voice Vote. Motion Carried 6-0-1.

B. **SITE PLAN AND RESIDENTIAL DEVELOPMENT GUIDEBOOKS**

Director Campbell: Presented to the Commission the drafts of the Site Plan and Residential Development Guidebooks. He explained that these are expected to be best used through the

Townships website and will contain multiple links. The residential version is written to help the resident that is not familiar with the process while the site plan version is written for the developer that is probably more familiar with the process. He is asking for the Commission's feedback on the books.

Commissioner Grissim: Asked that the document be reviewed to insure consistency in the terms used throughout the document. She also mentioned that in sections where we are asking for dimensions we may need to be clearer in what we are looking for.

Commissioner Voight: Cautioned that applicants might not know what some of the terms are that we use such as setback and lot coverage, suggested that we add links to the Zoning Ordinance to make it easier for them to understand and cut down on phone calls.

Chairman Fox: Explained that he felt it would be a very helpful tool for residents that don't do these things every day.

Director Campbell: Stated that he has worked in communities that have had a similar document and it has been very helpful.

Commissioner Mitchell: Suggested that a statement that the homeowner may need to check with their homeowner association to insure their proposal meets with subdivision guidelines. Also stated that he felt some graphics could possibly help explain things as well.

Commissioner Hopkins: Wondered if there was a way to put in the guidebook a method for homeowners to determine whether they need a permit for their particular project.

8. CALL TO THE PUBLIC:

Barbara Krueger Dear Track Lane – Wondered what the time line for the implementation of the Village Plan might be and hoped that someone could figure out any way to build a sidewalk around the large tree in front of the Music Hall.

Gary Cornillaud Cedar Lane Court – Explained that he was part of the committee that was involved in developing the Village Plan and would like to point out his concerns for the safety issue in large part due to the student traffic coming across Crouse Road sometimes at excessive speeds.

9. PLANNER'S REPORT:

Director Campbell: Informed the Commission of upcoming issues and possible applicants that may be coming forward.

10. COMMITTEE REPORTS: *None*

11. ADJOURNMENT:

Move to adjourn the Planning Commission Meeting at 7:50 P.M. Motion Newsom. Second Mitchell. Voice Vote. Motion Carried 6-0-1.

Respectfully submitted by,

Larry J. Hopkins
Hartland Township
Planning Commission Secretary