

PLANNING COMMISSION

Hartland Township
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Chairperson
Larry Fox

Vice-Chairperson
Larry Hopkins

Secretary
Laura Killinger

Roger Crouse
Jeff Newsom
Alex Rataj
Keith Voight

PLANNING COMMISSION AGENDA November 5, 2009 7:00 p.m.

1. Call to Order
2. Pledge of Allegiance
3. Roll Call and Recognition of Visitors
4. Approval of Meeting Agenda
5. Approval of Minutes: October 8, 2009 Regular Meeting
6. Call to Public
7. Public Hearing
8. Old and New Business

A. Sign Application #713

Applicant: Richard Kielbasa / Northern Sign Co. Inc. **Owner:** Valentine /RTI Property Mgmt
Proposed multi-tenant monument sign for Pinestead Office Complex (Allstate and RTI Property Management) located at 11750 Highland Road (Parcel ID: 08-22-400-022).

B. Sign Application #723

Applicant: Apex Sign **Owner:** Our Savior Lutheran Church and School
Proposed monument sign with a changeable copy panel for Our Savior Lutheran Church and School located at 13667 Highland Road (Parcel ID: 08-24-400-020).

C. Preliminary and Final Site Condominium Plan #485

Applicant: ACDC Investments, LLC **Owner:** Fourteen Corporation
Proposed conversion of an approved site plan to a site condominium for an existing industrial facility (Hartland Light Industrial) located at 1492 & 1498 Old US 23 (Parcel ID: 08-28-100-025).

9. Approval of 2010 Planning Commission Meeting Dates
10. Call to Public
11. Planner's Report
12. Committee Reports
13. Recess of Regular Meeting
14. Work Session
 - A. Discussion of Proposed Ordinance Amendment: Article 7.00 Landscaping, Screening, Lighting and Sidewalks
15. Adjournment

Agenda Last Updated: October 28, 2009
Next Meeting: November 19, 2009

HARTLAND TOWNSHIP PLANNING COMMISSION MEETING
NOVEMBER 5, 2009
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 Hopkins, Commissioner Killinger and Commissioner Voight.
Absent: Commissioner Newsom, Commissioner Crouse and Commissioner Rataj.
Also Present: Mardy Stirling, Township Planning Director
4. **APPROVAL OF THE MEETING AGENDA:**
Move to approve the November 5, 2009 Planning Commission Meeting Agenda.
Motion Killinger. Second Hopkins. Voice Vote. Motion Carried. 4-0-3.
5. **APPROVAL OF THE MINUTES:**
October 8, 2009 Regular Meeting
Move to approve the October 8, 2009 Planning Commission Meeting Minutes.
Motion Killinger. Second Voight. Voice Vote. Motion Carried. 4-0-3.
6. **CALL TO THE PUBLIC:** *No one came forward.*
7. **PUBLIC HEARING:** *No Public Hearings were scheduled for this meeting.*
8. **OLD AND NEW BUSINESS:**
 - A. **SIGN APPLICATION #713**
APPLICANT: RICHARD KIELBASA / NORTHERN SIGN CO. INC
OWNER: GENEVA VALENTINE / RTI PROPERTY MANAGEMENT LLC.
Proposed multi-tenant monument sign for "Pinestead Office Complex" (Allstate and RTI Property Management) located at 11750 Highland Road (Parcel ID: 08-22-400-022).
Present: Marvin Arnold Jr., Northern Sign Co. Inc.

Ms. Stirling: Summarized her review letter dated October 27, 2009.
Commissioner Hopkins: Suggested that the address be put on the front side of the sign (M-59 side) so that the shrubs do not interfere with the addresses visibility.
Mr. Arnold: That can be done.
Chairman Fox: Clarified that the background of the panels in the sign are opaque and that the letters or logos of each of the tenants on the panel will be transparent so that at night light is only visible through the letters or logo. Also, the blank panels that do not have a tenant name or logo can be white but must be opaque so that no light is visible through the panel itself.
Mr. Arnold: That is different than what we were proposing, but we will do it that way so that we comply with the Ordinance.

Move to approve the request for Sign Permit #713 to permit the construction of the multi-tenant monument sign located at 11750 Highland Road. (Parcel ID: 08-22-400-022). Furthermore, no land use permit shall be issued until the following conditions have been met:
 1. Submit a landscape plan showing ten (10) evergreen shrubs at the base of the monument sign.
 2. Stake the sign for verification of the setback.

3. Remove the existing monument sign.
 4. The panel is opaque as discussed here tonight.
 5. The address is placed on the end cap of the sign.
- Motion Hopkins. Second Voight. Voice Vote. Motion Carried. 4-0-3.

B. SIGN APPLICATION #723

APPLICANT: APEX SIGN

OWNER: OUR SAVIOR LUTHERAN CHURCH AND SCHOOL

Proposed monument sign with a changeable copy panel for "Our Savior Lutheran Church and School" located at 13667 Highland Road (Parcel ID: 08-24-400-020).

Present: *Dave McCarius, Apex Sign*

Dennis Goers, Our Savior Lutheran Church and School

Ms. Stirling: Summarized her review letter dated October 27, 2009.

It is a consensus of the Planning Commission to allow Ms. Stirling to administratively approve the landscaping modifications as presented in the packet.

Move to approve the request for Sign Permit #723 to permit the construction of the monument sign for the "Our Savior Lutheran Church and School" located at 13667 Highland Road. (Parcel ID: 08-24-400-020).

Motion Hopkins. Second Killinger. Voice Vote. Motion Carried. 4-0-3.

C. PRELIMINARY AND FINAL SITE CONDOMINIUM PLAN #485

APPLICANT: ACDC INVESTMENTS, LLC.

OWNER: FOURTEEN CORPORATION

Proposed conversion of an approved site plan to a site condominium for an existing industrial facility (Hartland Light Industrial) located at 1492 & 1498 Old US 23 (Parcel ID: 08-28-100-025.)

Present: *Susan Reynolds, ACDC Investments. LLC.*

Ms. Stirling: Summarized her review letter dated October 27, 2009.

Move to recommend approval of the Preliminary Site Condominium Application #485 to convert the approved site plan for an existing industrial facility into a site condominium located at 1492 and 1498 Old US 23. (Parcel ID: 08-28-100-025).

Motion Hopkins. Second Voight. Voice Vote. Motion Carried. 4-0-3.

Move to recommend approval of the Final Site Condominium Application #485 to convert the approved site plan for an existing industrial facility into a site condominium and also recommend approval of the Master Deed and Bylaws for property located at 1492 and 1498 Old US 23. (Parcel ID: 08-28-100-025), with the condition that a letter from the Township Attorney be prepared before going to the Board.

Motion Hopkins. Second Voight. Voice Vote. Motion Carried. 4-0-3.

9. APPROVAL OF THE 2010 PLANNING COMMISSION MEETING DATES

Move to approve the 2010 Planning Commission Meeting Dates as presented.

Motion Killinger. Second Voight. Voice Vote. Motion Carried. 4-0-3.

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

11. PLANNER'S REPORT:

- Ms. Stirling attended a conference on transportation that presented concepts which included incorporating sidewalks, bike trails, etc. into an overall plan. She felt that some of the concepts presented incorporate many of the ideas that the Planning Commission has been looking for during our site plan review process. She suggested this topic be discussed at a future work session.

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

13. RECESS OF REGULAR MEETING

14. WORK SESSION

A. Discussion of Proposed Ordinance Amendment: Article 7.00 Landscaping, Screening, Lighting and Sidewalks

Due to the absence of three Planning Commission members, it is the consensus of the Planning Commission to postpone the work session discussion until the November 19, 2009 Planning Commission meeting.

15. ADJOURNMENT:

Move to adjourn the Planning Commission Meeting at 8:00 p.m.

Motion Hopkins. Second Voight. Voice Vote. Motion Carried. 4-0-3.

This is a Draft until Final Approval.

Respectfully submitted by,

Laura J. Killinger
Hartland Township
Planning Commission Secretary