

Hartland Township  
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Larry Fox Chair	Roger Crouse
Larry Hopkins Vice-Chair	Jeff Newsom
Laura Killinger Secretary	Alex Rataj
	Keith Voight

**PLANNING COMMISSION - REGULAR MEETING  
FEBRUARY 12, 2009 at 7:00 PM**

**AGENDA**

1. **CALL TO ORDER**
2. **PLEDGE OF ALLEGIANCE**
3. **ROLL CALL**
4. **APPROVAL OF FEBRUARY 12, 2009 MEETING AGENDA**
5. **APPROVAL OF JANUARY 22, 2009 WORK SESSION MINUTES**
6. **APPROVAL OF JANUARY 8, 2009 MEETING MINUTES**
7. **CALL TO PUBLIC**  
Call to the public participants should proceed to the front desk when addressing the Commission. The Commission will not debate or respond at this time. Please clearly state your name and address for the public record. (Note: 3-MINUTE TIME LIMIT)

**OLD AND NEW BUSINESS**

8. **SIGN PERMIT APPLICATION #698**  
APPLICANT: Harmon Signs/Planet Neon  
OWNER: Hartland Marketplace  
Proposed 80.21 square foot wall sign for Dollar Tree located at 10560-10568 Highland Road (Parcel ID: 08-28-200-024).
9. **SIGN PERMIT APPLICATION #700**  
APPLICANT: Valley City Signs  
OWNER: Ramco Gershenson / Hartland Towne Center  
Proposed "Meijer" sign with 2 smaller signs for the "pharmacy drive-through" and "bottle return" located at 2160 Hartland Road (Parcel ID: 08-21-400-04)
10. **LAND DIVISION APPLICATION #797**  
APPLICANT/OWNER: Ramco RM Hartland SC LLC  
Proposed land division to create two parcels with a .75 acre parcel conveyed to the Livingston County Drain Commission as part of the development of Hartland Towne Square located along the east property line (Parcel ID: 08-21-400-057).
11. **LAND DIVISION APPLICATION #799**  
APPLICANT/OWNER: Szerene Land, LLC  
Proposed land division to create two parcels from a 37.77 acre metes and bounds parcel into a 23.31 acre parcel and a 14.46 acre parcel located on the east and west side of Old US 23 (Parcel ID: 08-33-300-004).
12. **SITE PLAN APPLICATION #478**  
APPLICANT: Ramco Gershenson  
OWNER: AT&T  
Proposed modification of the approved site plan to extend and relocate an asphalt parking lot containing nine (9) parking spaces located at 10625 Highland Road (Parcel ID: 08-21-400-021).

13. **FINAL SITE CONDOMINIUM PLAN #477F**

APPLICANT/OWNER: Ramco Hartland T.R.S., Inc.

Proposed final site condominium plan to permit four (4) commercial units (sites) as part of the Hartland Towne Square Planned Development located at the northwest corner of Clark Road and Highland Road (Parcel ID: 08-21-400-058).

14. **2008 PLANNING COMMISSION ANNUAL REPORT**

15. **CALL TO PUBLIC (Note: 3-MINUTE TIME LIMIT)**

16. **PLANNER'S REPORT**

a) Administrative Site Plan Review Report

17. **COMMITTEE REPORTS**

18. **ADJOURNMENT**

**NEXT MEETINGS:**      February 26 2009 (Work Session with Township Board)  
                                 March 12, 2009  
                                 March 26, 2009

**HARTLAND TOWNSHIP PLANNING COMMISSION MEETING**  
**FEBRUARY 12, 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: Present:** Chairman Fox, Commissioner Hopkins (*Vice-Chair*), Commissioner Killinger (*Secretary*), Commissioner Newsom, Commissioner Voight and Commissioner Rataj.  
**Absent:** Commissioner Crouse.  
  
*Also Present: Mardy Stirling, Township Planning Director*  
*Leslie Sauerbrey, Recording Secretary*
4. **APPROVAL OF FEBRUARY 12, 2009 PLANNING COMMISSION MEETING AGENDA**  
Move to approve the Planning Commission Meeting Agenda for February 12, 2009.  
Motion Killinger. Second Rataj. Voice Vote. Motion Carried. 6-0-1.
5. **APPROVAL OF JANUARY 22, 2009 PLANNING COMMISSION WORK SESSION MEETING MINUTES**  
Move to approve the Planning Commission Work Session Meeting Minutes for January 22, 2009.  
Motion Killinger. Second Newsom. Voice Vote. Motion Carried. 6-0-1.
6. **APPROVAL OF JANUARY 8, 2009 PLANNING COMMISSION MEETING MINUTES**  
Move to approve the Planning Commission Meeting Minutes for January 8, 2009.  
Motion Killinger. Second Voight. Voice Vote. Motion Carried. 6-0-1.
7. **CALL TO THE PUBLIC:** *No one came forward.*
8. **SIGN PERMIT APPLICATION #698**  
APPLICANT: HARMON SIGNS / PLANET NEON  
OWNER: HARTLAND MARKETPLACE  
*Proposed 80.21 square foot wall sign for "Dollar Tree" located at 10560-10568 Highland Road (Parcel ID #08-28-200-024).*  
  
*Present: No one representing the applicant was present.*  
  
Move to approve Sign Application #698, for "Dollar Tree" located at 10560-10568 Highland Road.  
Motion Hopkins. Second Rataj. Voice Vote. Motion Carried. 6-0-1.
9. **SIGN PERMIT APPLICATION #700**  
APPLICANT: VALLEY CITY SIGNS  
OWNER: MEIJER / HARTLAND TOWNE SQUARE  
*Proposed "Meijer" sign with two (2) smaller signs for the "pharmacy drive-through" and "bottle return" located at 2160 Hartland Road (Parcel ID #08-21-400-049).*  
  
*Present: No one representing the applicant was present.*  
  
Move to approve Sign Application #700, for "Meijer" located at 2160 Highland Road.  
Motion Hopkins. Second Voight. Voice Vote. Motion Carried. 6-0-1.

**10. LAND DIVISION APPLICATION #797**

APPLICANT / OWNER: RAMCO RM HARTLAND SC LLC.

*Proposed land division to create two (2) parcels with a .75-acre parcel conveyed to the Livingston County Drain Commission as part of the development of the Hartland Towne Square located along the east property line (Parcel ID # 08-21-400-057).*

**Present:** Joe Sutschek, Ramco-Gershenson (Vice President of Development)

Move to approve the land division request, in accordance with Ordinance #57, as described in Exhibit "B", Certificate of Survey dated December 4, 2008 to permit a 33.05 acre parcel to be divided into two (2) parcels (Parcel "AH" 32.30 acres and Parcel "AHc" 0.75 acres) from Parcel ID #08-21-400-057, (Hartland Towne Square).

Motion Rataj. Second Killinger. Voice Vote. Motion Carried. 6-0-1.

**11. LAND DIVISION APPLICATION #799**

APPLICANT / OWNER: SZERENE LAND, LLC

*Proposed land division to create two (2) parcels from a 37.77 acre metes and bounds parcel into a 23.31 acre parcel and a 14.46 acre parcel located on the east and west side of Old US 23 (Parcel ID #08-33-300-004).*

**Present:** Wayne Perry, Desine, Inc.

Move to approve the land division request, in accordance with Ordinance #57, as described in Exhibit "B", Certificate of Survey dated January 14, 2009 to permit a 37.77 acre parcel to be divided into two (2) parcels (Parcel "I" 14.46 acres and Parcel "II" 23.31 acres) from Parcel ID #08-33-300-004.

Motion Rataj. Second Voight. Voice Vote. Motion Carried. 6-0-1.

**12. SITE PLAN APPLICATION #478**

APPLICANT: RAMCO GERSHENSEN

OWNER: AT&T

*Proposed modification of the approved site plan to extend and relocate an asphalt parking lot containing nine (9) parking spaces located at 10625 Highland Road (Parcel ID #08-21-400-021).*

**Present:** Ross Gallentine, Ramco-Gershenson (Project Manager)

**Ms. Stirling:** Explained the request to add nine (9) parking spaces along the north property line. A large portion of the entrance drive is curbed. The remainder of the drive and the parking lot are not curbed. Ramco has agreed to install parking blocks for each of the nine (9) parking spaces.

**Mr. Gallentine:** Agreed with Ms. Stirling. Total parking for the facility will be nine (9) spaces.

**Commissioner Hopkins:** Asked about lighting requirements.

**Ms. Stirling:** Did not want to add additional light in the area and believes they can meet Ordinance requirements with the existing building fixtures.

**Commissioner Rataj:** Felt that the building fixtures may not be adequate given the distance of the parking spaces from the building.

**Commissioner Hopkins:** Requested a photometric plan be completed to determine if pole lighting may be required in order to meet the Ordinance requirements. If required, the additional light fixture(s) should be added.

**Mr. Gallentine:** Agreed to submit a photometric plan and will add lighting as required to meet the Ordinance.

Move to recommend approval of the Site Plan Application #478, to permit the extension of an asphalt parking lot for the installation of nine (9) parking spaces for property located a 10625 Highland Road, Hartland, Parcel ID #08-21-400-021, with the condition that the applicant submits a photometric plan to verify proper lighting levels at the proposed parking spaces.

Motion Hopkins. Second Rataj. Voice Vote. Motion Carried. 6-0-1.

**13. FINAL SITE CONDOMINIUM PLAN #477F**

APPLICANT / OWNER: RAMCO HARTLAND T.R.S., INC.

*Proposed final site condominium plan to permit four (4) commercial units (sites) as part of the Hartland Towne Square Planned Development located at the northwest corner of Clark Road and Highland Road (Parcel ID #08-21-400-058).*

*Present: Joe Sutschek, Ramco-Gershenson (Vice President of Development)  
Alan Hurvitz, Hongiman, Miller, Schwartz & Cohn, LLP. (Attorney)*

**Chairman Fox:** Asked if the legal descriptions had been verified as requested in the Township Attorney's letter?

**Ms. Stirling:** They were verified by the Assessor and sent to HRC for review at Preliminary. Nothing has changed since then.

Move to recommend approval of the Final Site Condominium Application #477 to permit four (4) commercial units (sites) as part of the Hartland Towne Square Planned Development with access from Highland Road and Rovey Drive (private) located at the northwest corner of Clark Road and Highland Road, Parcel ID #08-21-400-058, with the following condition:

- Master Deed and By-laws are revised in accordance with the comments from the Township Attorney.

Motion Hopkins. Second Rataj. Voice Vote. Motion Carried. 6-0-1.

**14. 2008 PLANNING COMMISSION ANNUAL REPORT**

**Commissioner Hopkins:** Asked that Chairman, Secretary and Planner signatures be included as part of the document.

Move to forward the 2008 PC Annual Report as amended to the Board.

Motion Newsom. Second Voight. Voice Vote. Motion Carried. 6-0-1.

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

**16. PLANNER'S REPORT:**

**a. Administrative Site Plan Review Report:**

- 1 **Kroger** - Interior remodeling as well as exterior painting will be administratively approved unless issues that require PC site plan review come up.
  - 2 **AT&T** - Utility pedestals in ROW on M-59 will need to be relocated; will need to work with Ramco and Walmart with the screening of the units.
  - 3 **Meijer** - Is requesting a canopy at the employee entrance to provide shelter for smokers that can be administratively approved if it complies with the materials used on the building. They have also thought about installing a clear glass "bus shelter" instead of the canopy. If they proceed with that thought, it will require site plan approval from the PC.
- b. Hidden Creek AFC Facility:** PC postponed action on December 4, 2008. No further submittals have been received.

**17. COMMITTEE REPORTS:**

**Commissioner Hopkins:** There will be a Joint Meeting with the Board on February 26, 2009.

**Chairman Fox:** Recommended review of the Comprehensive Plan in preparation for the meeting on February 26, 2009 with the Board. The primary purpose of the meeting is to gather any thoughts that Board or PC members may have regarding the upcoming review of the Comprehensive Plan.

**18. ADJOURNMENT:**

Move to adjourn the Planning Commission Meeting at 7:42 p.m.

Motion Hopkins. Second Newsom. Voice Vote. Motion Carried. 6-0-1.

**This is a Draft until Final Approval.**

Respectfully submitted by,

Laura J. Killinger  
Hartland Township  
Planning Commission Secretary

Leslie M. Sauerbrey  
Recording Secretary