

PLANNING COMMISSION - REGULAR MEETING
MARCH 13, 2008 at 7:00 PM
AGENDA

- NEXT MEETINGS: MARCH 27, 2008 @ 7:00 PM**
APRIL 10, 2008 @ 7:00 PM

HARTLAND TOWNSHIP PLANNING COMMISSION MEETING
MARCH 13, 2008
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 and Commissioner Voight.
Absent: Commissioner Crouse and Commissioner Rataj.
Also Present: *Amy Chesnut & Heather McPhail, McKenna Associates*
James Wickman, Township Manager
Denise Lutz, Deputy Zoning Administrator
Leslie Sauerbrey, Recording Secretary
4. **APPROVAL OF MARCH 13, 2008 PLANNING COMMISSION MEETING AGENDA**
Move to approve the Planning Commission Meeting Agenda for March 13, 2008 as amended:
Add: Item #4a "Approval of March 10, 2008 Planning Commission Meeting Minutes".
Motion Killinger. Second Newsom. Voice Vote. Motion Carried. 5-0-2.
- 4a. **APPROVAL OF MARCH 10, 2008 PLANNING COMMISSION MEETING MINUTES**
Move to approve the Planning Commission Meeting Minutes for March 10, 2008.
Motion Killinger. Second Voight. Voice Vote. Motion Carried. 5-0-2.
5. **CALL TO THE PUBLIC:** *No one came forward.*
6. **SIGN PERMIT APPLICATION #651**
APPLICANT: CENTRAL ADVERTISING / JEFF LORENCE
Proposed wall sign for "Verizon" located in the Hartland Pointe Plaza at 11341 Highland Road.
Present: *Jeff Lorence, Central Advertising*
Commissioner Hopkins: Asked for verification that the red and white lenses covering the bulbs within the channel letters are translucent; therefore, not allowing the actual bulb to be seen when viewing the sign.
Mr. Lorence: You will not be able to see the bulb through the lenses covers.
Move to approve Sign Permit Application #651 for "Central Advertising", Tax ID #08-22-300-048, with the condition; the sign raceway color matches the building.
Motion Newsom. Second Hopkins. Voice Vote. Motion Carried. 5-0-2.
7. **SITE PLAN APPLICATION #442 WITH SPECIAL USE APPLICATION #235**
APPLICANT: LINDHOUT ASSOCIATES / DAVID A. RICHARDSON
Construction of an office, day care and charter school facility located at 11346 Highland Road.
Present: *David Richardson, Lindhout Associates, Inc. (Architects)*
Chuck Stockwell, CS Partners (Land Owner)
Thom DuMond, Boss Engineering
Mr. Richardson: Explained the revisions to the site plan. They include parking lot layout and its effect on traffic flow, architecture and additional landscaping.

The McKenna site plan review letter dated March 5, 2008 was used as an outline for discussion. Only those items that included PC discussion are included below.

- **Temporary School Use:** (Item #2-Page 2)
Mr. Richardson: Understands that any future changes to the site will require additional site plan approvals by the Township.
- **Parking and Circulation:** (Item #4-Page 3)
 - b. **Commissioner Hopkins:** Asked if they are confident they will not back up traffic on Progressive Drive.
Mr. Richardson: Explained there could be a back up if all of the parents for the day care and school drop off the students at the same time. However, there are ways to control the traffic impacts. Many students will be bused over from the Charyl Stockwell Academy; therefore the number of cars actually dropping off kids for school is less than you would anticipate given the enrollment.
Commissioner Voight: Asked if parents park and walk the kids into the daycare.
Mr. Richardson: Yes, however the times for daycare drop off are different than the school drop off.
The PC accepts the drop off schedule as proposed.
 - c. *The PC accepts the proposed future layout with the understanding that future uses will affect the number of parking spaces required.*
 - d. **Commissioner Hopkins:** The passing lane would not accomplish a whole lot unless the lane is run to M-59.
Commissioner Voight: The passing lane probably is not as important with this new traffic pattern.
The PC will not recommend or require a passing lane be added to Progressive Drive due to the limited time for drop off of students and the temporary use of the facility as a school.
- **Landscaping:** (Item #5-Page3)
Mr. Richardson: Provided a new landscaping plan that added foundation plantings along the north side of the building.
The PC accepts the revised landscaping plan presented this evening.
- **Architecture:** (Item #6-Page5)
Mr. Richardson: Presented a revised elevation of the east side of the building. Two dormers have been added to the east side of the building roof.
The PC accepts the revised architectural rendering presented this evening.
- **Stormwater:** (Item #8-Page5)
Mr. Richardson: Explained the improvements to the storm drainage system. The pond is going to be deeper. The Township engineer and the LCDC office have reviewed it. The new system is an improvement when compared to the existing system.
Commissioner Hopkins: Asked for verification that the pond is a retention and detention basin and that they are controlling the quantity of water that is leaving the basin by placement of the size and position of the holes in the standpipe.
Mr. DuMond: Yes. The holes are positioned a little higher so more water remains in the basin and is allowed to naturally infiltrate into the ground.
Chairman Fox: Asked about the quantity of water going into the basin currently verses after the redevelopment of the site.
Mr. DuMond: The increased amount of impervious surface is very little. With the enlarged basin we have actually improved the current situation.

The McKenna Special Use review letter dated March 5, 2008 was used as an outline for discussion. Only those items that included or required PC discussion are included below.

- **Adult Care and Child Care Facilities:** (Section 10.02.B)

With the revisions to parking layout, architecture and landscaping presented this evening; the PC believes that Item #5 meets the standards required.

- **Schools, Public / Private / Parochial:** (Section 10.02.FF)

With the revisions to parking layout, architecture and landscaping presented this evening; the PC believes that Item #1, #2 and #5 meet the standards required.

- **Additional Comments:**

Mr. Stockwell: Asked the PC to consider an amount of time to remedy a violation of the agreement. He is concerned that without an opportunity to remedy any violation the school could be shut down.

Commissioner Hopkins: Agreed with giving the Township Attorney latitude to negotiate a remedy period.

It is a consensus of the PC to allow the Township Attorney to negotiate with the applicant on a remedy period or other solution that would be reasonable.

Move Resolution, recommending conditional approval of Site Plan and Special Use Permit. Site Plan Application #442 and Special Use Application #235, with the following conditions starting at paragraph "C":

1. The applicant complies with the McKenna review letter of March 5, 2008, excluding Item #4d.
2. The applicant will add to the north side of the building the landscaping as shown this evening.
3. The building will incorporate the two dormers on the east elevation as shown this evening.
4. The applicant complies with the Fire Marshall letter of February 27, 2008.

Motion Hopkins. Second Newsom.

Roll Call Vote:

Commissioner Crouse – Absent.

Commissioner Newsom – Yes.

Commissioner Hopkins – Yes.

Chairman Fox – Yes.

Commissioner Killinger – Yes.

Commissioner Rataj – Absent.

Commissioner Voight – Yes.

Motion Carried. 5-0-2.

8. **PLAN DEVELOPMENT / SITE PLAN APPLICATION #432 F**

APPLICANT: DIAMOND HOLDINGS, LLC. / SHANNON SHAYA

Construction of a 14,490 square foot "Walgreens" and a 4,062 square foot "Chase Bank".

Final Review

Present: John Hennessey, Hennessey Engineers

Kelly House-Seaman, Nudell Architects

The McKenna review letter dated February 27, 2008 was used as an outline for discussion. Only those items that included PC discussion are included below.

- **Site Plan Issues:** (Item #1-Page 2)

c. **Mr. Hennessey:** No bollards will be located in front of the Walgreens.

d. **Mr. Hennessey:** We've installed a bike rack and rearranged the landscaping.

- **Road Improvements and Site Access:** (Item #2-Page 2)

Ms. Chesnut: We have received the MDOT approval letter and verified that the LCRC reviewed the same set of plans that we are looking at this evening.

- **Signs:** (Item #3-Page 2)
 - c. *The proposed monument signs are acceptable to the PC.*
 - d. **Ms. House-Seaman:** Indicated that Chase Bank would like to use their own sign design with brick to match the building.
The PC will allow Chase Bank to have the monument sign as proposed.
- **Future Access:** (Item #4-Page 3)
 - Mr. Hennessey:** Agreed to relocate or install new landscaping in the areas affected from the Old US-23 entrance being relocated. They want to continue the same landscaping theme across the entire site.
- **Stormwater:** (Item #5-Page 3)
 - Mr. Hennessey:** Discussed the stormwater maintenance agreement. Agreed to the standard language of the Township's attorney regarding stormwater maintenance.
 - Commissioner Newsom:** In the future, he would like to see the maintenance agreements completed and included in the final review.
- **PD Agreement:** (Item #6-Page 3)
 - Ms. Chesnut:** The PD Agreement is still being worked on. She recommends Commissioner Hopkins review the PD Agreement prior to being placed on the Board agenda.
- **Additional Comments:**
 - Commissioner Hopkins:** Asked if the brick on the Chase Bank dumpster will match the building. The note on the Chase Bank south elevation (note #6) calls out that there is a metal gutter and down spout and the leader is pointing to the polished masonry block. This should be fixed. He asked for verification that the Walgreens store has one (1) wall sign that faces M-59.
 - Ms. House-Seaman:** The brick used on the dumpster will match the building and we will fix the notation error.
 - Mr. Hennessey:** There is one wall sign on the Walgreens store and it faces M-59. There is no wall sign on the Old US-23 side of the building.

Move Resolution, to recommend final approval of Walgreens and Chase Bank Planned Development Project and Plan. Planned Development Application #432, with the following conditions:

1. The applicant complies with the issues identified in the McKenna Associates letter dated February 27, 2008, prior to being placed on the Township Board agenda, with the exception that they do not need to revise the Chase Bank monument sign.
2. The applicant complies with the issues identified in the Williams & Works letter dated February 28, 2008, prior to being placed on the Township Board agenda.
3. The PD agreement must be approved by the Township Attorney and reviewed by Commissioner Hopkins, prior to being placed on the Township Board agenda.
4. The applicant complies with the issues identified in the Fire Marshall letter dated March 3, 2008, prior to being placed on the Township Board agenda.
5. Add note "brick to match the building" to the Chase Bank dumpster detail.
6. Correct "material balloon" (note #6) on Chase Bank south elevation.

Motion Hopkins. Second Newsom.

Roll Call Vote:

Commissioner Voight – Yes.

Commissioner Rataj – Absent.

Commissioner Killinger – Yes.

Chairman Fox – Yes.

Commissioner Hopkins – Yes.

Commissioner Newsom – Yes.

Commissioner Crouse – Absent.

Motion Carried. 5-0-2.

9. DRAINAGE DISTRICT PRESENTATION

***Present:** Ken Recker, Representing the Livingston County Drain Commissioner's Office
Joe Colaianne, Hartland Township Trustee*

Mr. Recker: Explained the topic of a drainage district started during the "Morgan Early Learning Center" site plan review process.

Trustee Colaianne: Explained the drainage project and benefits to the community. This is at a preliminary stage. The Drain Commissioner's office has recognized this as a problem area. The stormwater issues will have to be addressed.

Commissioner Newsom: Asked what the Planning Commission's involvement would be in a project such as this.

Trustee Colaianne: New applicants will need to be informed about the potential for this project; but the decision to proceed would be made by the Township Board.

Chairman Fox: He looks to the Drain Commissioner's office and Engineers for guidance on these types of issues. Staying informed on this project will help the Planning Commission make informed decisions regarding development in the area.

Commissioner Newsom: Appreciated that the Planning Commission was informed about this concept at an early stage.

Commissioner Hopkins: Appreciated them recognizing the problem and all their efforts to develop a solution.

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

11. PLANNER'S REPORT: *None at this time.*

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

13. ADJOURNMENT:

Move to adjourn the Planning Commission Meeting at 8:15 p.m.

Motion Hopkins. Second Newsom. Voice Vote. Motion Carried. 5-0-2.

This is a Draft until Final Approval.

Submitted by,

Leslie M. Sauerbrey
Recording Secretary

Laura J. Killinger
Planning Commission Secretary