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Larry Fox
Chair

Roger Crouse

Larry Hopkins
Vice-Chair

Jeff Newsom

Laura Killing
Secretary

Alex Rataj

Keith Voight

PLANNING COMMISSION – SPECIAL WORK SESSION MEETING

FEBRUARY 15, 2007 at 7:00 PM

AGENDA

1. **CALL TO ORDER**
2. **PLEDGE OF ALLEGIANCE**
3. **ROLL CALL**
4. **APPROVAL OF FEBRUARY 15, 2007 SPECIAL WORK SESSION AGENDA**
5. **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.

3-MINUTE TIME LIMIT

PUBLIC HEARING

OLD AND NEW BUSINESS

6. **ZONING TEXT AMENDMENT #318**
APPLICANT: HARTLAND TOWNSHIP
Discussion on proposed Article 30 "Private Road and Shared Driveway Standards"
7. **DISCUSSION ON 2007 PLANNING COMMISSION GOALS**
8. **CALL TO PUBLIC**

3-MINUTE TIME LIMIT

9. **PLANNER'S REPORT**
10. **COMMITTEE REPORTS**
11. **ADJOURNMENT**

NEXT MEETINGS	FEBRUARY 22, 2007 @ 7:00 PM
	MARCH 8, 2007 @ 7:00 PM
	MARCH 22, 2007 @ 7:00 PM

**HARTLAND TOWNSHIP PLANNING COMMISSION
SPECIAL WORK SESSION MEETING
FEBRUARY 15, 2007
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 Crouse, Commissioner Voight and Commissioner Rataj.

*Also Present: Amy Chesnut & Heather McPhail, McKenna Associates
Denise Lutz, Deputy Zoning Administrator
Leslie Sauerbrey, Recording Secretary*

4. **APPROVAL OF FEBRUARY 15, 2007 PLANNING COMMISSION SPECIAL WORK SESSION MEETING AGENDA**

Move to approve the Planning Commission Special Work Session Meeting Agenda for February 15, 2007.

Motion Killinger. Second Newsom. Voice Vote. Motion Carried. 7-0-0.

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

6. **ZONING TEXT AMENDMENT #318**

APPLICANT: HARTLAND TOWNSHIP

Discussion on proposed Article 30 "Private Road and Shared Driveway Standards".

The Township's attorney has reviewed the proposed amendment. The PC discussed the proposed amendment and made minor changes. In addition, Chairman Fox distributed a two-page document that contained two items that the PC needed to reach a consensus on. They are:

- 1.) Existing non-conforming private roads. The PC agreed with the proposed language.
- 2.) Situations where a conforming private road will become a non-conforming private road with the approval of a land division. The PC agreed with the proposed language. However, Chairman Fox will contact Attorney Homier concerning the language requiring a maintenance agreement.

7. **DISCUSSION ON 2007 PLANNING COMMISSION GOALS**

Commissioner Killinger distributed an updated copy of the goals remaining from 2006. The PC added the following goals to the list:

- 1.) Maintenance agreements for detention / retention basins. (*Assigned to the WMP Committee*)
- 2.) Accessory structures for maximum square footage & use. (*Assigned to the ORC*)
- 3.) Architecture-design guidelines. (*Assigned to the ORC*)

The WMP and ORC will review their list of goals for 2007 and assign them a priority of A, B or C. The information will be given to Commissioner Killinger so she can update the goals list and distribute new copies to the PC.

The PC agreed to review the Comprehensive Plan with the assistance of Ms. Chesnut by June 1, 2007.

The model lighting ordinance from the IESNA is not available yet. They anticipate a summer of 2007 completion.

Commissioner Newsom will approach Treasurer Horning and Susan Dryden with the idea of the PC taking the lead with the Capital Improvement Plan.

Chairman Fox spoke with Attorney Homier and requested he return the draft Sign Ordinance to the PC. There are a few new issues that have come up and need to be addressed at the PC level. Chairman Fox, Commissioner Rataj and Ms. Chesnut will be the new Sign Committee. They will make the proposed changes and provide a copy to the PC for further review.

8. CALL TO PUBLIC: *No one came forward.*

9. PLANNER'S REPORT

Ms. Chesnut: Distributed a worksheet for the PC to document issues they discover with the Zoning Ordinance while reviewing applications.

10. COMMITTEE REPORTS

Chairman Fox: Citizen Planner is now available online. Let him know if you are interested so the expense may be included in the new budget.

A discussion was held regarding the definition of a community benefit as it pertains to the PD Ordinance. Commissioner Hopkins stated Attorney Homier is looking for direction from the PC regarding what a community benefit is to the PC.

11. ADJOURNMENT

Move to adjourn the Planning Commission Special Work Session Meeting at 9:43 p.m.
Motion Newsom. Second Crouse. Voice Vote. Motion Carried. 7-0-0.

This is a Draft until Final Approval.

Submitted by,

Leslie M. Sauerbrey
Recording Secretary

Laura J. Killinger
Planning Commission Secretary