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

PLANNING COMMISSION - REGULAR MEETING

OCTOBER 12, 2006 at 7:00 PM

AGENDA

1. **CALL TO ORDER**
2. **PLEDGE OF ALLEGIANCE**
3. **ROLL CALL**
4. **APPROVAL OF OCTOBER 12, 2006 PLANNING COMMISSION AGENDA**
5. **APPROVAL OF SEPTEMBER 28, 2006 PLANNING COMMISSION MINUTES**
6. **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

7. **SIGN PERMIT APPLICATION #577**
APPLICANT: BRIGHT STAR SIGNS
Ground Sign for "Big Ray's Quick Lube and Hartland Auto Wash" located at 10810 Highland Road
8. **SITE PLAN APPLICATION #425**
APPLICANT: HARTLAND TOWNSHIP
Request for a determination for major or minor change to the approved site plan application #421 for the Hartland Township Hall located on Clark Road
9. **ZONING AMENDMENT #332**
APPLICANT: HARTLAND TOWNSHIP
Discussion on proposed standards for outdoor seating and dining areas
10. **CALL TO PUBLIC**
3-MINUTE TIME LIMIT
11. **PLANNER'S REPORT**
12. **COMMITTEE REPORT**
13. **ADJOURNMENT**

NEXT MEETINGS

OCTOBER 26, 2006	@7:00 PM
NOVEMBER 9, 2006	@7:00 PM
NOVEMBER 16, 2006	@7:00 PM

HARTLAND TOWNSHIP PLANNING COMMISSION

OCTOBER 12, 2006

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:** Commissioner Hill, Chairman Fox, Commissioner Voight, Commissioner Hopkins, Commissioner Rataj and Commissioner Newsom. **Absent:** Commissioner Crouse.
*Also Present: Randy Altimus, Township Manager
Amy Chesnut, McKenna Associates
Denise Lutz, Deputy Zoning Administrator
Leslie Sauerbrey, Recording Secretary*
4. **APPROVAL OF OCTOBER 12, 2006 PLANNING COMMISSION AGENDA**
Move to approve the Planning Commission Meeting Agenda for October 12, 2006.
Motion Hill. Second Rataj. Voice Vote. Motion Carried. 6-0-1.
5. **APPROVAL OF SEPTEMBER 28, 2006 PLANNING COMMISSION MEETING MINUTES**
Move to approve the Planning Commission Meeting Minutes for September 28, 2006.
Motion Hill. Second Hopkins. Voice Vote. Motion Carried. 6-0-1.
6. **CALL TO PUBLIC** – *No one came forward.*
7. **SIGN PERMIT APPLICATION #577**
APPLICANT: BRIGHT STAR SIGNS
Ground Sign for "Big Ray's Quick Lube and Hartland Auto Wash" located at 10810 Highland Road
Present: Hass Machlab, Big Ray's Quick Lube
Commissioner Hill: Asked if the sign will be illuminated. There is no indication on the application showing any type of lighting.
Ms. Chesnut: Clarified that the only thing that will change with this sign is the face, the height and location.
Commissioner Hopkins: Questioned how the sign will be wired and if any of the previously approved applications show the lighting/electrical details. The photo with the application shows an electrical chord hanging off the bottom of the sign.
Ms. Chesnut: Stated the installation detail would have been approved with the previous applications and the permits issued at that time.
Mr. Machlab: Explained that the brick base, once it is installed, will enclose the exposed wire shown on the photograph provided with the application. The sign will have internal lighting.
Chairman Fox: Stated the sign was previously approved to be twenty three (23) feet from the right-of-way. Instead it was installed ten (10) feet from the right-of-way. The applicant is seeking approval for the actual location where the sign is currently installed. Ten (10) feet from the right-of-way line is OK per the Ordinance.
Commissioner Hopkins: Stated the sign currently installed is approximately one and a half feet taller than the permitted seven (7) feet allowed in the Ordinance.
Mr. Machlab: Explained that the sign will be lowered to seven (7) feet and a brick base will be added with the two business addresses.
Commissioner Hill: Asked if the total sign height will exceed the seven (7) foot limit when finished.
Mr. Machlab: No.
Commissioner Hill: Asked if the brick will be the same brick that is on the building.

Mr. Machlab: Yes. He indicated it is a 100% brick base and matches the brick on the building.

Commissioner Hopkins: Asked if they will install footings and lay up conventional brick that matches the building.

Mr. Machlab: Yes.

Chairman Fox: This is the third time this sign has been here. The PC wants to be very specific on what is being approved so that no installation discrepancies occur this time.

Move to approve Sign Permit Application #577; Tax ID #08-21-400-034, for a ground sign for Big Ray's Quick Lube and Hartland Auto Wash conditional that the base of the sign is the exact same brick material as used on the building.

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

8. SITE PLAN APPLICATION #425

APPLICANT: HARTLAND TOWNSHIP

Request a determination for a major or minor change to the approved Site Plan Application #421 for the Hartland Township Hall located on Clark Road.

Commissioner Hopkins: Summarized the changes. The revised plan is approximately 2,700 square feet less than the original plan approved. The exterior is similar with the down sizing being done in the areas of storage, cafeteria, office, boardroom and cable TV re-arrangement.

Move to rule Site Plan Application #425 for Hartland Township; Tax ID #08-21-200-011, to be a minor change to the original Site Plan per Hartland Township Ordinance #37 Section 33.02.K.5.a.

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

Move to approve Site Plan Application #425 for Hartland Township; Tax ID #08-21-200-011.

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

9. ZONING AMENDMENT APPLICATION #332

APPLICANT: HARTLAND TOWNSHIP

Discussion on proposed standards for outdoor seating and dining areas.

Ms. Chesnut: Summarized the McKenna Letter dated August 4, 2006. The proposed language has outdoor seating permitted as a Special Use. If the PC desires this could be changed to a Permitted Use and the Township could still maintain the criteria for review proposed in this document. By allowing outdoor seating as a Permitted Use in the proposed Zoning Districts, the Township would encourage outdoor seating. By maintaining it as a Special Use as currently proposed, some applicants may shy away from it because of the procedural requirements of the Special Use; mainly the Public Hearing and the cost.

It was the consensus of the PC to allow outdoor seating as a Permitted Use in the Zoning Districts listed in the proposed amendment.

The following additional recommended changes were discussed:

- (Paragraph KK.2.a.) Language should be added to allow outdoor seating on sidewalks as long as a five (5) foot clear walkway is left open for pedestrian traffic.
- (Paragraph KK.2.b.) Masonry walls that match the building are permitted.
- (Paragraph KK.2.e.) Change "Hartland Township Building Codes" to "State of Michigan Building Codes."
- (Paragraph KK.2.f.) Add the word "Spaces" to the title.
- (Paragraph KK.3.c.) Reword to indicate that only furniture (tables, chairs and umbrellas) need to be removed in the off-season.

- (Paragraph KK.3.f.) Revise and clarify language to establishments serving alcohol with enclosed seating areas.
- Revise Section numbers listed on page 3 due to the change from Special Use Approval to Permitted Use for outdoor seating and dining.

It was the consensus of the PC to accept all of the changes mentioned above.

Ms. Chesnut: Indicated if the PC is comfortable with the amendments, the next step would be to set a Public Hearing.

Move to set a Public Hearing on November 9, 2006 for Zoning Amendment Application #332 for Hartland Township, amending Hartland Township Zoning Ordinance #37 Articles 10, 22, 23, 24, 26 and 27.

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

Ms. Chesnut: Discussed personal fitness centers and that the Ordinance currently permits these establishments by Special Approval in the NSC District. These uses currently exist and would be appropriate as a Permitted Use in the GC District. They would also be appropriate as a Special Use in the ^{LL} OS, RDP and LI Districts. This would be a simple amendment that could be included in the above amendments and could be included in the original cost estimate if we did not have to create new standards for their approval if a Special Use.

It was the consensus of the PC to include the physical fitness center type of business in the Districts listed above and not create new Special Use Approval standards as recommended by Ms. Chesnut.

Commissioner Hopkins: Amended his motion above to include Articles regarding physical fitness centers as Permitted Uses or Approval by Special Use as recommended by Ms. Chesnut. He also added Article 21 to the list of Articles included in this amendment.

Commissioner Hill: Agreed to changes to the above motion.
Voice Vote. Motion Carries 6-0-1.

10. CALL TO PUBLIC - *No one came forward.*

11. PLANNER'S REPORT

Ms. Chesnut: She met with Brad Byarski of the "Echo Woods" development. They will be revising their plans and returning to the PC for additional comments.

12. COMMITTEE REPORT

Commissioner Newsom: The Claritas report has arrived. It is a current snapshot of Hartland Township's population and also gives a five (5) year population projection. Staff will have copies distributed to all Planning Commissioners.

13. ADJOURNMENT

Move to adjourn meeting at 7:46 p.m.

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

This is a Draft until Final Approval.

Submitted by,

Leslie M. Sauerbrey
Recording Secretary


Laura J. Hill
Planning Commission Secretary