

HARTLAND TOWNSHIP PLANNING COMMISSION
WORK SESSION
AT THE TOWNSHIP HALL

SEPTEMBER 7, 2006
7:00 PM

AGENDA

1. CALL TO ORDER
2. PLEDGE OF ALLEGIANCE
3. ROLL CALL
4. APPROVAL OF SEPTEMBER 7, 2006 PLANNING COMMISSION WORK SESSION AGENDA
5. APPROVAL OF AUGUST 17, 2006 SPECIAL PLANNING COMMISSION MEETING MINUTES
6. APPROVAL OF AUGUST 24, 2006 PLANNING COMMISSION MEETING MINUTES
7. CALL TO PUBLIC

THE COMMISSION REQUESTS THAT CALL TO PUBLIC PARTICIPANTS PROCEED TO THE MICROPHONE ON THE FRONT DESK WHEN ADDRESSING THE COMMISSION. THE PLANNING COMMISSION WILL NOT DEBATE OR RESPOND AT THIS TIME.

3-MINUTE TIME LIMIT

OLD AND NEW BUSINESS

8. DISCUSSION OF THE PATTERN BOOK FOR
APPLICANT: M-59 LLC / TERRY NOSAN, MANAGER "PRELIMINARY" PLANNED DEVELOPMENT /
SITE PLAN #383 (386) SECTION 23 & 26 ZONING CA MIX USE DEVELOPMENT
"NEWBERRY PLACE & NEWBERRY WEST"

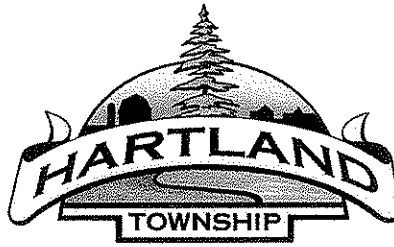
9. CALL TO PUBLIC
3-MINUTE TIME LIMIT
10. PLANNER'S REPORT
11. COMMITTEE REPORT
12. ADJOURNMENT

NEXT MEETINGS

SEPTEMBER 14, 2006 @7:00 PM
SEPTEMBER 28, 2006 @7:00 PM

HARTLAND TOWNSHIP

Dept. of Township Services
3191 Hartland Road
Hartland, MI 48353
(810) 632-7498
FAX (810) 632-6950



Don Rhodes
Supervisor

Ann M. Ulrich
Clerk

Kathleen Horning
Treasurer

Joe Colaianne
Trustee

William Fountain
Trustee

Larry Hopkins
Trustee

Joe Petrucci
Trustee

ATTENTION**HARTLAND TOWNSHIP RESIDENTS**

**THE HARTLAND TOWNSHIP PLANNING COMMISSION
HAS SCHEDULED A WORK SESSION**

**THURSDAY, SEPTEMBER 7, 2006
7:00 PM**

**IN HARTLAND TOWNSHIP BOARD ROOM
3191 HARTLAND ROAD
HARTLAND, MI**

**DISCUSSION OF THE PATTERN BOOK FOR
APPLICANT: M-59 LLC / TERRY NOSAN, MANAGER
"PRELIMINARY" PLANNED DEVELOPMENT / SITE PLAN #383
(386) SECTION 23 & 26 ZONING CA MIX USE
DEVELOPMENT "NEWBERRY PLACE & NEWBERRY WEST"**

HARTLAND TOWNSHIP PLANNING COMMISSION WORK SESSION
SEPTEMBER 7, 2006
7:00 P.M.

1. **CALL TO ORDER** - *Chairman Fox called the Meeting to Order at 7:05 p.m.*
2. **PLEDGE OF ALLEGIANCE**
3. **ROLL CALL - Present:** Commissioner Hill, Chairman Fox, Commissioner Voight, Commissioner Crouse, Commissioner Hopkins, Commissioner Rataj and Commissioner Newsom.
Also Present: Amy Chesnut & Heather McPhail, McKenna Associates
Denise Lutz, Deputy Zoning Administrator
Leslie Sauerbrey, Recording Secretary
4. **APPROVAL OF SEPTEMBER 7, 2006 PLANNING COMMISSION WORK SESSION AGENDA**
Move to approve the Planning Commission Work Session Agenda for September 7, 2006.
Motion Hill. Second Rataj. Voice Vote. Motion Carried. 7-0-0.
5. **APPROVAL OF AUGUST 17, 2006 PLANNING COMMISSION SPECIAL MEETING MINUTES**
Move to approve the Minutes of the August 17, 2006 Planning Commission Special Meeting.
Motion Hill. Second Hopkins. Voice Vote. Motion Carried. 7-0-0.
6. **APPROVAL OF AUGUST 24, 2006 PLANNING COMMISSION MINUTES**
Move to approve the Minutes of the August 24, 2006 Planning Commission Meeting.
Motion Hill. Second Rataj. Voice Vote. Motion Carried. 7-0-0.
7. **CALL TO PUBLIC** - *No one came forward.*
8. **DISCUSSION OF THE PATTERN BOOK FOR SITE PLAN APPLICATION #383**
APPLICANT: HARTLAND M-59 LLC.
NEWBERRY PLACE PLANNED DEVELOPMENT
Present: Terry Nosan, Hartland M-59 LLC.
Deb Cooper, Beckett & Raeder, Inc.

Ms. Chesnut: Explained the purpose of a Pattern Book. She stated the Planning Commission should evaluate the Pattern Book and give the developer comments so they can amend the Pattern Book and return to the PC for completion of the Preliminary Review.
The PC reviewed the Draft of the Pattern Book for Newberry Place dated May 18, 2006.
 - **REGULATING PLAN (Pages 3-6)**
 - a. **Single Family Residential District Uses:**
Chairman Fox: Questioned accessory buildings and whether the size of these buildings can be limited.
Mr. Nosan: Stated that many issues will be addressed in the Condominium regulating documents and Condominium By-laws. He is open to comments and is open to a square footage limitation.
Ms. Chesnut: Stated there is maximum lot coverage permitted. This may limit the accessory building size.
Commissioner Hopkins: Asked how the Pattern Book exists after the development is completed.
Ms. Chesnut: Explained the Pattern Book will become part of the Planned Development Agreement.
Mr. Nosan: Stated buyers will have to be notified of the Pattern Book because some of the regulations will be placed in the Pattern Book and not in the Condominium documents.

Commissioner Voight: Asked what the Township would provide to a resident who wants to build a garage.

Ms. Chesnut: The Township would provide the Pattern Book to residents that wish to build an accessory structure. She recommends the accessory building specifications and regulations should be in the Pattern Book.

Mr. Nosan: Stated he will include the accessory building specifications and regulations in the Pattern Book.

Commissioner Voight: Asked whether a garage can be the only thing on a lot and stated that it should be spelled out clearly.

Chairman Fox: Stated the Township Zoning Ordinance will not permit a garage as the only structure on a site.

Commissioner Hopkins: Asked whether the developer intends to rent space or require a purchase.

Mr. Nosan: Stated the intent is to sell the property and not to rent it out. However the market may dictate a change.

b. Mixed Use District Uses:

Chairman Fox: The Pattern Book states an establishment serving alcoholic beverages with live entertainment and dancing is permitted. Those are typically Special Use approvals. Questioned whether the Township will still have to give approval as a Special Use.

Ms. Chesnut: Stated a Special Use Permit request does not need to be brought to the PC for these establishments because the Pattern Book already permits those uses.

Commissioner Hopkins: He is concerned with having storage buildings in a commercial area. Also, he is opposed to commercial outdoor display or sale of items. He is not opposed to sidewalk sales but does not want to see daily outdoor display or storage and would like language to that affect.

Chairman Fox: Agreed with Commissioner Hopkins.

Commissioner Hill: Agreed that commercial outdoor sale, storage and display of items should not be permitted.

Mr. Nosan: Stated that he will limit outdoor storage and displays and work on appropriate language.

Commissioner Newsom: Questioned live/work areas and at the last meeting where it was stated that the maximum height of a building was one and a half (1½) story.

Commissioner Hopkins: Asked what commercial use would be on a second floor. Asked if a retail store may expand to the second floor.

Ms. Chesnut: Stated the Pattern Book specifies no retail on the second floor even as an extension.

Commissioner Hopkins: Asked about a drive-through window in a restaurant.

Mr. Nosan: Stated he will strike that portion so that in order to place a drive-through window the PC will have to give approval for that specific business.

c. Commercial District Uses:

Commissioner Hopkins: Stated that the issue regarding the gas kiosk is not resolved even though it will not be discussed at this meeting.

Mr. Nosan: He will reword "automobile service station" to "gas kiosk" with the understanding that the gas kiosk is not approved at this time.

Commissioner Hopkins: Asked if churches could be removed because they could directly affect the financial impact analysis for this project because of their tax-free status.

Mr. Nosan: Stated that he will delete churches and other buildings used for religious worship.

Chairman Fox: Inquired about the reason for so many permitted principal uses of the over thirty thousand (30,000) square foot commercial buildings since there is only one (1) of them in this project.

Mr. Nosan: Many permitted principal uses are included so that if a competitor comes to the area the development will be allowed to change the specified use so as to not be at a disadvantage.

- **SITE REGULATIONS (Pages 7-15)**

- a. **Single Family Lot Regulations:**

Commissioner Hopkins: Asked if eave projections get included in setbacks?

Mr. Nosan: Generally they do not.

Commissioner Hopkins: Should the projection of the steps from the front porch be allowed to extend beyond the eight (8) foot encroachment area?

Mr. Nosan: We will work with the figures regarding a reasonable maximum stair projection. Possibly a two (2) foot by four (4) foot projection beyond the encroachment area for steps would work.

Commissioner Hopkins: Stated the second floor of any home should not be allowed to cantilever over the porch if the porch is in the eight (8) foot encroachment area.

Mr. Nosan: Agreed that no part of the principle structure will project into the encroachment area.

Chairman Fox: Asked who is the "Architectural Review Board?"

Mr. Nosan: Stated it is himself so far. Eventually it will be turned over to the homeowners.

- b. **Townhouse Lot Regulations:**

Commissioner Hopkins: The two (2) foot by four (4) foot front stair encroachment note from the previous section will need to be added here.

Mr. Nosan: We will do that.

- c. **Multiple Family Lot Regulations:**

Commissioner Hopkins: He would like the look of fences, patios and decks regulated to keep consistency in appearance.

Mr. Nosan: Indicated he will do that.

- d. **Mixed Use Lot Regulations:**

Chairman Fox: The Ordinance requires an eighty (80) foot setback on Fenton Road. The plan has a fifty (50) foot setback shown.

Mr. Nosan: The plan states fifty (50) foot because the right-of-way changes and the majority of the buildings on Fenton Road have an eighty (80) foot setback.

Commissioner Hopkins: Questioned the discretionary powers of the Architectural Review Board. The way the Pattern Book is worded the Architectural Review Board can over rule the Pattern Book and decisions that the PC made as part of the approved project.

Mr. Nosan: Stated he will add a provision that the Architectural Review Board approval does not bind the Township to accept the change to the plan. The Architectural Review Board's approval is just the first step. Any plan still needs to be approved by the Township.

Commissioner Hopkins: There should be clarification regarding fencing in commercial areas and the purpose of the fencing should also be included in the plan.

Mr. Nosan: The standards for fencing will be created.

Commissioner Hopkins: Questioned patios and terraces as they relate to setbacks and grade.

Ms. Cooper: We will delete patios and terraces because these buildings do not have a yard.

Mr. Nosan: We will amend the language regarding patios, terraces and setbacks for more clarification.

- e. **Commercial Lot Regulations:**

Chairman Fox: Questioned the setbacks on Pleasant Valley Road. The Ordinance calls for eighty (80) feet. This plan proposes fifty (50) feet between Pleasant Valley and the proposed Kroger store.

Ms. Cooper: Asked if parking may be in the front of the building if the building is setback eighty (80) feet.

Ms. Chesnut: Indicated this has been allowed if landscape requirements are satisfied. She commented on the size of the greenbelt located along M-59.

Ms. Cooper: Explained on average the greenbelts are fifteen (15) feet maybe a little smaller where the road does not run parallel to the property.

Ms. Chesnut: Asked what size the PC is comfortable with?

Chairman Fox: Asked if the number of parking spaces proposed are per the Ordinance or what Kroger is looking for. Stated the gas kiosk is taking up a lot of space that could be used for parking.

Mr. Nosan: The gas kiosk is being redesigned and there will be a lot of changes. Stated they are willing to increase the landscaping and remove the parking on the side of the building in order to get the fifty (50) foot setback exception for the Pleasant Valley side of the Kroger store.

It was a consensus of the PC that they will consider accepting the fifty (50) foot setback if the parking on the Pleasant Valley side of the building is eliminated and there is a significant increase in landscaping on the berm between the building and Pleasant Valley Road. The applicant will rework the parking situation for later review by the Planning Commission.

f. Parking Requirements:

Commissioner Hopkins: He would prefer to see carports eliminated from the project.

Mr. Nosan: Stated the only place appropriate is in multi-family and that is only if they go to a whole different type of building without garages. He does not foresee the need for a carport in the single-family attached product and will delete it.

Chairman Fox: Questioned the number of parking spaces in the multi-family area and whether parking for guests is provided for.

Ms. Cooper: Explained that guest parking has been provided for.

Ms. Chesnut: The language for additional parking is strong and suggests re-wording this provision.

Mr. Nosan: Will take a look at this section to determine if it is even needed.

Chairman Fox: Stated that nine (9) feet is too small for the width of a parking spot.

Ms. Cooper: Stated most of the parking spaces are designed at ten (10) feet. The nine (9) foot parking space is at Kroger.

Commissioner Newsom: Supports the nine (9) foot by eighteen (18) foot parking space.

Commissioner Hopkins: Stated that nine and a half (9½) feet is a good compromise.

Chairman Fox: Agrees with Commissioner Hopkins.

g. Loading Requirements:

Ms. Chesnut: Questioned the need for loading docks in the mixed-use district.

Ms. Cooper: Explained the intent of the loading docks was in reference to the trash area.

Ms. Chesnut: Requested clarification on this issue with the next submittal.

h. Open Space Guidelines:

Ms. Chesnut: The plan exceeds the amount of open space required. Asked if the Commission is comfortable allowing the open space presented on the plan. The open space presented today could turn into something else in the future.

Commissioner Hopkins: Is comfortable with the open space proposed but stated if the open space is going to be pitched as a benefit the protection of it in perpetuity needs to be provided for.

Mr. Nosan: Indicated he will work on this while preventing any internal inconsistencies within the plan.

i. Street Type Guidelines:

Commissioner Hopkins: Described the intent of the bike path and safety along M-59. We need to make sure the bike path or sidewalk align properly with those of neighboring properties.

Mr. Nosan: Stated they are happy to participate in any sidewalk plan along M-59.

j. Site Lighting Guidelines:

Commissioner Hopkins: Requested clarification to include the wording downward directed lighting and full cut offs in the Pattern Book. Asked if the section labeled "ponds" also includes detention basins?

Mr. Nosan: The intent of this section is for residential ponds and not detention basins.

Commissioner Hopkins: The materials for dumpster enclosures should be mandated as masonry. The plan prohibits wood.

Mr. Nosan: Agreed they will require masonry in this provision.

Commissioner Hopkins: Asked that the location of dumpsters be evaluated for clear vision of cars and pedestrians.

- **ARCHITECTURE (Pages 16-26)**

- a. **Single Family Detached:**

Commissioner Hopkins: Stated that steel metal roofs should not be allowed in single-family residential.

Mr. Nosan: Stated they are allowed only as accents. He will look into it.

Commissioner Hill: Questioned the height of second floor stated as seven and a half (7½) feet.

Mr. Nosan: We will change it to eight (8) feet.

Chairman Fox: Stated his preference for the elimination of asphalt driveways in the single-family product. He stated concrete is less maintenance, it is more appropriate in this type of development and the driveways are very short and additional cost of concrete should not be prohibitive.

Mr. Nosan: We will eliminate asphalt.

- b. **Townhouse:**

Comments regarding this section were covered in the PC meetings of August 17, 2006 and August 24, 2006 with this applicant.

- c. **Multiple Family:**

Commissioner Hopkins: The materials used and style of all decks and porches should be specified to create a consistent look.

Mr. Nosan: We can work on that.

Additional comments regarding this section were covered in the PC meetings of August 17, 2006 and August 24, 2006 with this applicant.

- d. **Commercial:**

Comments regarding architecture of the under and over thirty thousand (30,000) square foot buildings were covered in the PC meetings of August 17, 2006 and August 24, 2006 with this applicant.

- e. **Walls and Fences:**

Commissioner Hopkins: Stated his concern about this being subject to the Architectural Review Board.

Chairman Fox: Page twenty-six (26) needs to be expanded to provide screening for any structures against the building.

Commissioner Hopkins: Commented on the need to include a reason for fences and the materials to be utilized for their construction in commercial areas.

Mr. Nosan: We will work on these issues and return with something more acceptable.

- **LANDSCAPE REGULATIONS (Pages 27-30)**

Chairman Fox: He would like to see a comparison chart of the required landscaping per area verses the proposed. A chart similar to the typical McKenna review letters would be good.

Ms. Cooper: Handed out a chart comparing required verses proposed landscape materials.

Commissioner Hopkins: Questioned tree placement in single family. What will one (1) tree per forty (40) feet on fifty/fifty-five (50 /55) foot lots look like?

Mr. Nosan: He will consider placing one (1) tree per lot. We could place the extra trees not planted in front of homes in others areas of the development.

- **SIGN REGULATIONS (Pages 31-42)**

Mr. Nosan: Stated the sign section should be simplified or the Township Ordinance should be used.

Ms. Chesnut: Commented the two (2) signs for the gas kiosk and the two (2) signs for Kroger may need to be reduced to two (2) signs in total. Monument signs should be ten (10) feet from the right-of-way and should be the size that the Ordinance mandates.

Commissioner Hopkins: Stated exposed neon is not permitted. Live/work occupation regulations are very confusing.

Mr. Nosan: Will clean up this provision. The restrictions of Newberry Place will be more restrictive than those of the Township. He will provide a visual for some of the signs.

Commissioner Hopkins: Signs in commercial areas should not exceed seven (7) feet in height. Time/temperature/stock signs are not allowed. Electronic signs are not allowed. He also indicated the fire department is concerned with the visibility of addresses.

- **CLOSING COMMENTS**

Ms. Chesnut: Suggested the applicant address the comments of the PC and then resubmit the plan for further review. The applicant has not completed the Preliminary Review of the PD.

Commissioner Crouse: Stated he would like to see the traffic study completed before going any further.

Mr. Nosan: Provided an update regarding the traffic study.

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

10. PLANNER'S REPORT:

Ms. Chestnut: 1) The Planning Department is in the process of implementing a new numbering system for application numbers. 2) The Board approved the cost estimate for the development of an Outdoor Seating Ordinance. 3) Update of other Ordinance amendments in the works.

11. COMMITTEE REPORT - *None.*

12. ADJOURNMENT

Move to adjourn the meeting at 10:18 p.m.

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

This is a Draft until Final Approval.

Submitted by,

Leslie M. Sauerbrey
Recording Secretary


Laura J. Hill
Planning Commission Secretary