

HARTLAND PLANNING COMMISSION							
LARRY FOX	LARRY HOPKINS	JEFF NEWSOM	LAURA HILL	ALEX RATAJ	KEITH VOIGHT	ROGER CROUSE	
HARTLAND TOWNSHIP BOARD							
DON RHODES	ANN ULRICH	KATHLEEN HORNING	JOE COLAIANNE	BILL FOUNTAIN	LARRY HOPKINS	JOE PETRUCCI	

**JOINT MEETING
HARTLAND TOWNSHIP PLANNING COMMISSION
WITH HARTLAND TOWNSHIP BOARD MEETING
AT THE TOWNSHIP HALL**

**APRIL 6, 2006
7:30 PM**

AGENDA

1. CALL TO ORDER
2. PLEDGE OF ALLEGIANCE
3. ROLL CALL
4. APPROVAL OF APRIL 6, 2006 PLANNING COMMISSION AND TOWNSHIP BOARD JOINT MEETING AGENDA
5. CALL TO PUBLIC **PLEASE APPROACH FRONT CENTER MICROPHONE**
 5-MINUTE TIME LIMIT

PUBLIC HEARING

OLD AND NEW BUSINESS

6. REVIEW OF YEARLY GOALS
 - A. OVERVIEW..... LARRY FOX
 - B. ORDINANCE REVIEW COMMITTEE
 - I. OVERVIEW.....LARRY HOPKINS
 - II. OUTDOOR SEATING... ..LAURA HILL
 - C. WATERSHED MANAGEMENT PLAN COMMITTEE.....JEFF NEWSOM
 - D. OTHER PROJECTS.....LARRY FOX
7. TOWNSHIP ENGINEERING STANDARDS.....ROGER CROUSE
8. M59 SIDEWALKS / S.A. D.....KEITH VOIGHT
9. ENFORCEMENT.....ROGER CROUSE
10. FUTURE PLANNING.....JEFF NEWSOM
11. CALL TO PUBLIC
 5-MINUTE TIME LIMIT
12. COMMITTEE REPORT
13. ADJOURNMENT

NEXT MEETINGS	APRIL 13, 2006	@ 7:00 PM
	APRIL 27, 2006	@ 7:00 PM

To: Denise Lutz

From: Larry Fox

Date: March 30, 2006

Subject: April 6, 2006 Joint Planning Commission &
Township Board agenda items

Please put the following items on the agenda for the meeting mentioned above:

1. REVIEW OF YEARLY GOALS

- a. Overview – Larry Fox
- b. Ordinance Review Committee
 - i. Overview - Larry Hopkins
 - ii. Outdoor Seating - Laura Hill
- c. Watershed Management Plan Committee - Jeff Newsom
- d. Other Projects - Larry Fox

2. TOWNSHIP ENGINEERING STANDARDS - Roger Crouse

3. M59 SIDEWALKS/S.A.D. – Keith Voight

4. ENFORCEMENT - Roger Crouse

5. FUTURE PLANNING - Jeff Newsom

**JOINT MEETING OF THE
HARTLAND TOWNSHIP PLANNING COMMISSION
AND THE HARTLAND TOWNSHIP BOARD
APRIL 6, 2006**

1. CALL TO ORDER

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL: Planning Commission Members Present: Chairman Fox, Commissioner Voight, Commissioner Rataj, Commissioner Hill, Commissioner Hopkins, Commissioner Newsom and Commissioner Crouse.

Township Board Members Present: Trustee Petrucci, Trustee Fountain, Clerk Ulrich, Supervisor Rhodes, Trustee Hopkins and Trustee Colaianne. Absent: Treasurer Horning (*Arrived at 8:23pm*)

(Also present was Director of Township Services Rolly Olney)

4. APPROVAL OF APRIL 6, 2006 PLANNING COMMISSION AND TOWNSHIP BOARD JOINT MEETING AGENDA

Move to approve the Planning Commission and Township Board Meeting Agenda for April 6, 2006 as amended. Motion Hill. Second Ulrich. Voice Vote. Motion Carried 12-0-1. Corrections: Change item #6D. Commissioner Rataj will be presenting "Other Projects" instead of Chairman Fox.

5. CALL TO PUBLIC

Dick Krueger, 4450 Fenton Rd.: Would like to know what the charges will be to the private residents to put the ITC underground utilities in place. The private citizens are the ones that have to pay for underground utilities and the public should have information on how much it costs.

6. REVIEW OF YEARLY GOALS

(A) Overview by Chairman Fox: Presented a review of the 2005 Planning Commission Goal accomplishments. They are: Riparian Rights, Ordinance Alignment and 1A Architecture Standards. He mentioned that two (2) goals, Signs and Private Roads, have been forwarded to the Township Attorney for review. He also gave a review of the process the Planning Commission used to establish the 2006 Planning Commission Goals.

(B) Ordinance Review Committee (ORC)

(I) Overview by Commissioner Hopkins: Discussed the process that the ORC used to prioritize the topics assigned to the ORC. The three top priorities are: 1) Outdoor seating and dining, 2) Architectural review standards and 3) Section 29, paved access requirements.

(II) Outdoor Seating by Commissioner Hill: Discussed why standards need to be in place for outdoor seating/dining and the issues that need to be addressed. Commissioner Hill has researched how other Michigan communities handle outdoor seating/dining. The committee will use that information when developing standards that are best for Hartland Township.

(C) Watershed Management Plan Committee (WMP)

Overview by Commissioner Newsom: He sees this committee as a "Research Arm" for the PC. The sub-committee will be using the Upper-2 Shiawassee River Watershed Management Plan Best Management Practices that apply to planning as a start to investigate reasonable measures that the PC can take to protect the environment. Some items that this committee will be looking are wetland protection, parking and retention ponds. This sub-committee will work with the full consensus of the PC every step of the way.

(D) Other Projects

Overview by Commissioner Rataj: Discussed goals that were previously assigned by the Planning Commission to the Township Staff Planner to complete. With the elimination of the Staff Planner position, the Planning Commission will need to decide if a sub-committee of the Planning Commission or McKenna Associates should be used to complete these goals.

7. TOWNSHIP ENGINEERING STANDARDS

Overview by Commissioner Crouse: Discussed the need to adopt the “Township Engineering Standards” once they are updated, to include the changes necessary due to the installation in Hartland Township of the new Livingston County sewer lines.

Director Olney: Will contact Steve Williams of “Williams and Works” for his advice and guidance regarding updating and adopting the Engineering Standards. It was also discussed that the Township should formally adopt the “Utilities Map”.

8. M-59 SIDEWALKS/ S.A.D.

Overview by Commissioner Voight: Discussed the sidewalk/bike path required along M-59. Some of the issues that need to be considered regarding the sidewalk/bike path include: the design, locations/setbacks, whether this will be a patchwork of pathways and any Township liability. It was noted that McKenna Associates had previously developed a sidewalk/bike path plan for the Township.

Director Olney: Will inquire whether McKenna Associates has a copy of the sidewalk/bike plan.

Trustee Colaianne: Felt that the concept of sidewalks and a S.A.D. and their development should be reviewed and included within the Capital Improvement Plan (CIP). A copy of the sidewalk/bike path plan will be forwarded to the CIP committee for consideration and additional copies will be provided to each Planning Commissioner for their review.

9. ENFORCEMENT

Overview by Commissioner Crouse: Discussed Ordinance enforcement issues as they relate to the Zoning Ordinance and site plan compliance.

Director Olney: Explained the Zoning enforcement process that is currently in place now. Certain provisions in the Ordinance describe the process on how to handle zoning violations. Handling zoning enforcement issues is a bigger job than can be handled with current staff. The Board has included money in this year’s budget to hire staff to handle zoning enforcement. Director Olney will present an “Enforcement Officer” job description to the Township Board at their next meeting, and is hoping to hire two (2) part time employees in the future. Site plan compliance was discussed and Director Olney explained the performance bond policy and how that process functions to ensure compliance with approved site plans.

Trustee Colaianne: Explained the possible benefits of creating the Township’s own enforcement agency. Fees could be collected that could fund the staff required. Setting this up would take time but should be looked into. He will look at Oakland County for examples and bring information back to the Township for further discussion.

Chairman Fox: Stated that doing inspections along the way to make sure the developers are in compliance with the requirements of the approved site plan should be part of the process and should not cost the Township any additional money.

Director Olney: Will discuss with Steve Williams of “Williams and Works” what additional inspection opportunities exist and their associated costs.

10. FUTURE PLANNING

Overview by Commissioner Newsom: Discussed the need for a Build-out Analysis and how to use this as a tool for planning. He suggested, that the Township needs a good 30 year projection of the growth in the area to make sure the Comprehensive Plan is still on track

Commissioner Hopkins: Suggested that the Planning Commission could use a Build-out Analysis as a tool to determine the growth potential of certain areas.

Trustee Petrucci: Noted that while the current economic conditions in the State may have some impact on the area, the area will continue to grow. Hartland will still have individuals move to the area because of its location and the rebuilt intersection of M-59 and US 23. Hartland will also be impacted by what surrounding communities do.

The Planning Commission will request a quotation from McKenna Associates for a Build-out Analysis that contains the desired information of the PC.

11. CALL TO THE PUBLIC

Barbara Krueger, 4450 Fenton Rd.: She talked to Detroit Edison. Wants to know who will pay for the underground utilities and feels that any issues surrounding the underground utilities should be a County wide decision.

Dick Krueger, 4450 Fenton Rd.: Asked why the Township would prefer to hire additional employees to enforce ordinances rather than contracting out independently for services.

Bob Cartwright, 1675 Shoreline Dr.: In order to keep Hartland’s character things are going to have to be worded and done carefully. People will sue to get what they want. The PC and Board comments must be worded very carefully. States it is critical to plan down the road now.

Katie Schlueter, 1575 Shoreline Dr.: Brought four (4) issues to the Board and Commission’s attention: 1) Discussed underground storage of storm water and that it appears to only be acceptable when utilized on sites of 2.5 acres or less. On larger developments this may not be an option. 2) When talking about design standards storm water is not always examined. 3) The Master Plan may need some updated language to account for the current drainage system. 4) Population figures should not drive decisions of the Planning Commission. The Master Plan needs to be defended.

12. COMMITTEE REPORT

Commissioner Fountain: Suggested the Planning Commission re-visit the language in the PD Ordinance regarding the 40% bonus. He thought it should be removed because people will always go for the maximum of 40%. Trustee Colaianne stated that the bonus density should be used as a negotiating tool, not always a given.

Commissioner Newsom: Introduced the members of the Watershed Management Plan Committee: Commissioner Crouse, Commissioner Newsom, Staff Representative Jennifer Rardon and Citizen Representative Katie Schlueter.

Commissioner Newsom: Requested the Township Board Meeting Agenda be emailed to the Planning Commission in advance of the Board’s meetings.

Supervisor Rhodes: Thanked the Planning Commission for organizing the joint meeting.

13. ADJOURNMENT

Move to adjourn at 9:45 p.m. Motion Colaianne, Second Fountain. Voice Vote. Motion Carried.
13-0-0.

This is a Draft until Final Approval.

Submitted by,

Leslie M. Sauerbrey
Recording Secretary

A handwritten signature in cursive script, reading "Laura J. Hill".

Laura J. Hill
Planning Commission Secretary