

HARTLAND TOWNSHIP PLANNING COMMISSION MEETING

MARCH 17, 2005

7:30 PM

AGENDA

1. CALL TO ORDER
2. PLEDGE OF ALLEGIANCE
3. ROLL CALL
4. APPROVAL OF MARCH 17, 2005 PLANNING COMMISSION AGENDA
5. APPROVAL OF FEBRUARY 26, 2005 JOINT PLANNING COMMISSION & TOWNSHIP BOARD MINUTES
6. APPROVAL OF MARCH 10, 2005, 2005 PLANNING COMMISSION MINUTES
7. CALL TO PUBLIC            PLEASE APPROACH FRONT CENTER MICROPHONE

PUBLIC HEARING

OLD AND NEW BUSINESS

RESET A DATE FOR A PUBLIC HEARING FOR APRIL 14, 2005

8. APPLICANT: MIKE HORAN / WAYNE PERRY-DESINE            REZONING APPLICATION #315            SECTION 28  
REZONING I (INDUSTRIAL) TO LI (LIGHT INDUSTRIAL)  
1/27/05 PC AGENDA            SET A DATE FOR A PUBLIC HEARING ON FEBRUARY 24, 2005  
2/10/05 PC AGENDA            Public Hearing was canceled

SET A DATE FOR A PUBLIC HEARING FOR APRIL 14, 2005

9. APPLICANT: JOSEPH S. NOVITSKY & JANIECE R. MAXWELL / BULK PETROLEUM            SPECIAL USE APPLICATION #225  
IN CONJUNCTION WITH SITE PLAN #381            ZONED GC (GENERAL COMMERCIAL)            SECTION 21            "HARTLAND C-  
STORE & MAD MAX EXPRESS OIL & LUBE" GAS STATION, CONVENIENCE STORE, CAR WASH & OIL CHANGE FACILITY
10. APPLICANT: PAUL MORAND            METES & BOUNDS APPLICATION #726            SECTION 16            CA (CONSERVATION AGRICULTURE)
11. APPLICANT: ROB MECHIGAN            SITE PLAN APPLICATION #363            IN CONJUNCTION WITH SPECIAL USE  
APPLICATION #223            SECTION 21            ZONED GC (GENERAL COMMERCIAL)            CAR WASH & OIL CHANGE CENTER  
3/25/04 PC AGENDA            SET A PUBLIC HEARING  
5/13/04 PC AGENDA            PUBLIC HEARING  
TABLED            6/24/04 PC AGENDA
12. APPLICANT: HARTLAND INSURANCE AGENCY            SITE PLAN APPLICATION #384            SECTION 21            ZONED OS (OFFICE SERVICE)

SET A DATE FOR A SPECIAL PLANNING COMMISSION MEETING

13. APPLICANT: M-59 LLC / PREMIER PROPERTY GROUP            "CONCEPTUAL" SITE PLAN #383            SECTION 26  
CA (CONSERVATION AGRICULTURE)
14. CALL TO PUBLIC
15. COMMITTEE REPORT
16. ADJOURNMENT

NEXT SCHEDULED            APRIL 14, 2005            @ 7:30 PM  
   APRIL 28, 2005            @ 7:30 PM

1. **CALL TO ORDER** – The meeting was called to order by chairman Fox.

2. **PLEDGE OF ALLEGIANCE**

3. **ROLL CALL** – Members present: Chairman Fox, Vice Chairman Bickel, Secretary Germane, Commissioner Newsom, Commissioner Rataj, Commissioner Kalenauskas and Commissioner Hopkins. Also present: Sally Hodges and Alexis Marcarello of McKenna Associates and Planner Barb.

4. **APPROVAL OF MARCH 17, 2005 PLANNING COMMISSION AGENDA** – Move to approve the March 17, 2005 Planning Commission meeting agenda as presented. Motion Hopkins. Second Newsom. Voice Vote. Motion Carried. 7-0-0.

5. **APPROVAL OF FEBRUARY 26, 2005 PLANNING COMMISSION MEETING MINUTES** – Move to approve the February 26, 2005 Planning Commission meeting minutes as amended. Motion Germane. Second Newsom. Voice Vote. Motion Carried. 7-0-0.  
Remove “joint” and “& Township Board” from the title of the minutes.

6. **APPROVAL OF MARCH 10, 2005 PLANNING COMMISSION MINUTES** – Move to approve the March 10, 2005 Planning Commission meeting minutes as presented. Motion Hopkins. Second Rataj. Voice Vote. Motion Carried. 7-0-0.

7. **CALL TO THE PUBLIC** – There being no response, the call to the public was closed.

#### **PUBLIC HEARING**

#### **OLD AND NEW BUSINESS**

8. **RESET A DATE FOR A PUBLIC HEARING FOR APRIL 14, 2005 FOR APPLICANT MIKE HORAN / WAYNE PERRY – DESINE REZONING APPLICATION #315 SETION 28 REZOING I (INDUSTRIAL) TO LI (LIGHT INDUSTRIAL)** – Move to set a public hearing on April 14, 2005 for Mike Horan Rezoning Application #315 Rezoning from I (Industrial) to LI (Light Industrial). Motion Kalenauskas. Second Bickel. Voice Vote. Motion Carried. 7-0-0.

9. **SET A DATE FOR A PUBLIC HEARING FOR APRIL 14, 2005 FOR APPLICANT JOSEPH S. NOVITSKY AND JANIECE R. MAXWELL / BULK PETROLEUM SPECIAL USE APPLICATION #225 IN CONJUNCTION WITH SITE PLAN APPLICATION #381 ZONED GC (GENERAL COMMERCIAL) SECTION 21 HARTLAND C-STORE & MAD MAX EXPRESS OIL & LUBE GAS STATION, CONVENIENCE STORE, CARWASH AND OIL CHANGE FACILITY** – Move to set a Public Hearing on April 14, 2005 for Joseph Novitsky and Janiece Maxwell / Bulk Petroleum for Special Use Application # 225 in conjunction with Site Plan Application #381 General Commercial for Hartland C-Store & Mad Max Express Oil and Lube. Motion Hopkins. Second Rataj. Voice Vote. Motion Carried. 7-0-0.

**10. APPLICANT: PAUL MORAND METES AND BOUNDS APPLICATION #726 SECTION 16 CA (CONSERVATION AGRICULTURE) – Chris Fergus of Boss Engineering was present.**

Chairman Fox – The assessor review is complete but there are length to width issues outstanding. Commissioner Hopkins agreed there were issues reconciling this parcel to the ordinance requirements.

Mr. Fergus questioned if there was any “wiggle room” on this length to width requirement. Commissioner Kalenaskas responded that four to one was the requirement and the ordinance had no “wiggle room”. This parcel could be divided according to the State Land Division Act but would have problems when it comes to meeting the 4 to 1 length to width ration in the Zoning Ordinance.

Mr. Fergus stated that this was a nature area and there was consideration being given to perhaps forming a 4<sup>th</sup> parcel to be jointly owned the other three contiguous parcels as open space. Commissioner Kalenaskas advised that such a parcel would most likely have to meet all the criteria in the ordinance including access.

Commissioner Hopkins – Creating such a parcel could also impact the setbacks and possible building envelopes on the other parcels.

Planner Barb – Such a 4<sup>th</sup> parcel would have to meet the access requirement and other criteria for creating a parcel.

Ms. Hodges – Land division does not guarantee that the resulting parcels created will be buildable.

Mr. Fergus – The extensive wetlands on the site are most likely regulated.

Move to table Metes and Bounds Application # 726 for Paul Morand. Motion Hopkins. Second Kalenaskas. Voice Vote. Motion Carried. 7-0-0.

**11. APPLICANT: ROB MECHIGAN SITE PLAN APPLICATION #363 IN CONJUNCTION WITH SPECIAL USE APPLICATION #223 SECTION 21 ZONED GC (GENERAL COMMERCIAL) CAR WASH AND OIL CHANGE CENTER – Peter Murad of Wilson Associates was present.**

**Site Plan**

Ms. Hodges – Williams and Works reviewed the plan and found it acceptable. Mr. Murad reviewed the pond and forebay.

There was discussion on whether to have a wall or vegetation along the rear of the site. A majority of the Commissioners supported placing a wall as previously discussed.

The vacuum was moved to a position by the mechanical room.

No bay doors will open toward M59.

Commissioner Kalenaskas suggested the revised plans focus on the site under consideration and leave out the adjoining parcels that are not part of the plan. The same size could be used but it would be easier to read.

Samples of the building materials were presented. The samples were of split face block in buff and dark red. There was no clay brick in the samples. Commissioner Kalenaskas advised that even though the brick was not among the samples, it was shown on the plan and had to be on the building.

Ms. Hodges – The Planning Commission has accepted the stacking as revised by the applicant.

#### Special Use

There is a PIPP and it has been reviewed.

Commissioner Hopkins - What is the plan for maintaining the environmental equipment under the building? Mr. Murad – It is a regularly scheduled maintenance similar to trash pickup.

Commissioner Rataj – There are sensors that monitor this. Ms. Hodges – This is also regulated by the State.

Ms. Marcarello – The PIPP does not address maintenance but it does call out minimum storage requirements. Commissioner Germane – The PIPP only addresses the oil change, not the car wash.

Mr. Murad – All water from the car wash will go through the basins and the system.

Mr. Mechigan arrived at this point.

Even though his site is close to Bogie's Car Wash, Mr. Mechigan was confident that the spray and the friction wash will each have their own customer base and will do well. This has been the case at other locations.

The oil change will recycle oil for the public. There will be information posted on drop off hours and regulations.

After discussion with Mr. Mechigan, the building will be a brick veneer with block accents. He was requested to bring a sample of the brick to the Township.

Move to recommend approval of Special Use Application #223 subject to site plan approval for Rob Mechigan and Mark Messner in Section 21 for a Car Wash and Oil Change Center. Motion Kalenauskas. Second Germane. Voice Vote. Motion Carried. 7-0-0.

Move to recommend site plan approval for Site Plan Application #363 for Rob Mechigan and Mark Messner per the submitted site plan from Wilson Associates dated February 21, 2005, revision #4. Remove the arbor vitae option from the print. Motion Newsom. Second Kalenauskas. Voice Vote. Motion Carried. 7-0-0.

**12. APPLICANT: HARTLAND INSURANCE AGENCY SITE PLAN APPLICATION #384 SECTION 21 ZONED OS (OFFICE SERVICE) – Matthew Prince and Martha Leedle were present.**

There was a January 17, 2005 fire in the building. In February 23, 2005 the ZBA issued a variance to build on the existing foundation. The new structure will have a hip roof, brick, masonry and stone. The existing curb cut will remain. The runoff from the new building will match the previous one.

Commissioner Hopkins noted that when the building is damaged to a certain percent, the entire site is subject to site plan review to bring it into compliance.

Commissioner Kalenauskas - The ZBA cannot grant relief on the issue of drainage and detention. The County would like to see a forebay on the site. The applicant will have to contact the County for further discussion on this. Commissioner Hopkins – A drainage waiver is not within the power of the Planning Commission.

Ms. Hodges – The ZBA minutes have not yet been approved. There could be some language needing clarification.

Ms. Leedle stated that they were willing to cut back the number of spaces in the parking lot. Mr. Prince stated that 19 spaces closet to Old US 23 and with the steepest grade could be removed. The

parking lot would not have curb and gutter. Water flows into a ditch and then into a detention pond.

The McKenna review letter of March 7, 2005 addressed setbacks, architectural standards and site improvements.

The Commissioners requested more landscaping on the site and it was agreed to plant shrubs at a rate of one per 8 ft. of building frontage and one per 8 ft. of parking lot frontage. The area around the flag pole will be improved with some plantings.

No parking lot islands are required.

The propane tank is screened by the building.

No photometric grid is required. Coach lights will be by the doors. Lighting details will be included on the revised plan.

The dumpster will be enclosed and will have a steel screening gate.

No sidewalks are required along the street.

Remove the fence when the print is revised.

The shed will be removed.

The sidewalk to the building entrance will comply with current standards.

The parking lot will be restriped and will have adequate space for internal circulation.

The Williams and Works review of March 4, 2005 does not require grading the parking lot.

Other items reviewed include restriping the parking lot, sizing the spaces per the ordinance, removing some parking, no curbs but bumper blocks or a dirt berm and address Drain Commission requirements.

Commissioner Germane noted that the 15 inch and 8 inch pipes draining to the south have the same elevation as the pond. This may have filled in with dirt over time and should be checked.

The applicant was advised to check with staff on signage.

Commissioner Kalenauskas – If the Drain Commissioner does not approve the plan, the applicant will have to come back to the Planning Commission. Any contingent approval tonight does not address the Drain Commission issues.

The revised plan should be submitted to Planner Barb. He will review it for completeness and place it on the Board agenda when it is complete and the Drain Commissioner has responded.

Move to recommend approval of Site Plan Application #384 for Hartland Insurance Agency with the following contingencies from the Planning Commission, McKenna Associates review March 7, 2005 and Williams and Works review March 4, 2005.

Williams and Works – March 4, 2005

1. Restripe and resize the parking spaces

2. Remove 19 parking spaces

3. Install a natural sod curb

4, 5, 6. Comply with Drain Commission criteria.

Comply with items 7, 8 and 10.

9. Comply with sign requirements.

McKenna Associates – March 7, 2005

1. Setbacks waived by ZBA.

Comply with the requirements in item #2

3a. Remove 19 spaces closest to Old US 23.

b. Plant grass along Old 23, trees, landscape building, flagpole area. Plant one tree or shrub per 8 ft. of building frontage or frontage on Old 23. In the northeast corner place a landscaped parking indentation.

c. Lighting – no photometrics but comply with and show lighting for parking and building on print.

d. Trash enclosure will be constructed of material consistent with the materials of the building. Brick with a reinforced steel screening gate.

e. Sidewalks not required on Old 23 but sidewalks to entrance will comply to ordinance requirements.

4. All details will be on the plan.

The Planning Commission authorizes Planner Barb to check that the revisions are complete and in compliance. Drain Commission issues will be resolved as determined. If for any reason the contingencies are not met, the applicant is directed to come back to the Planning Commission and/or the Township Board.

Motion Kalenauskas. Second Germane. Voice Vote. Motion Carried. 7-0-0.

**13. SET DATE FOR A SPECIAL PLANNING COMMISSION MEETING – Applicant: M59 LLC / Premier Property Group Conceptual Site Plan #383 Section 26 CA (Conservation Agriculture) – Move to set a Special Meeting of the Planning Commission for April 4, 2005 at 7:30 p.m. for conceptual Site Plan #383. Motion Hopkins. Second Newsom. Voice Vote. Motion Carried. 7-0-0.**

**14. CALL TO THE PUBLIC –** There being no response, the call to the public was closed.

#### **15. COMMITTEE REPORTS**

*Bickel* – Natural features ordinance committee met. The Commission needs to clarify the direction to take. Plans are for reviewing other such ordinances, research, work sessions, expert speakers and public information meetings.

*Germane* – By-laws revisions will be distributed.

*Kalenauskas* – The Planning Commission should have input on the possible site of a septage disposal facility at Clyde and US23. The County is not looking out for Hartland Township by not even considering sites in Tyrone Township.

The Riparian Rights committee will have a draft to distribute soon.

*Fox* – April is going to be busy. Come prepared by doing as much review as possible prior to the meetings.

**16. ADJOURNMENT – Move to adjourn. Motion Germane. Second Kalenauskas. Voice Vote. Motion Carried. 7-0-0.**

The meeting was adjourned at 10:13 p.m.

These minutes are a preliminary draft until final approval.

HARTLAND TOWNSHIP PLANNING COMMISSION MEETING  
MARCH 17, 2005 – TOWNSHIP HALL – 7:30 P.M.

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Submitted by,

Matt Germane  
Planning Commission Secretary

Next Meetings – Special Meeting – April 4, 2005 @ 7:30 p.m.  
Meeting – April 14, 2005 @ 7:30 p.m.  
Meeting – April 28, 2005 @ 7:30 p.m.

## ACTIVE ISSUES LIST

1. 3-3-05 – (A) - Temporary Accessory Endeavor Permits – per Board direction.
2. 3-3-05 – (C) – Accessory structures on stacked lots
3. 3-3-05 – (B) – Lighting ordinance and Article 7 Sidewalks – Plan from McKenna
4. 3-3-05 – ( C) – Accessory buildings on parcels without principal structure
5. 3-3-05 – ( C) – Develop timeline for Hazard Mitigation
6. 3-3-05 – ( C) – Ambient noise levels
7. 3-3-05 – (A) – Natural Features Ordinance – in committee
8. 3-3-05 – (A) – Master Plan / Ordinance Alignment including LI buffering, transitional uses, usable buildable land, redefine open space, setbacks from easements and driveways and lot sizes.
9. 3-3-05 – (B) – Clarify definitions of architectural building materials and review percentages of use for various materials.
10. 3-3-05 – (A) – Signs – in committee
11. 3-3-05 – (A) Private Roads – in committee
12. 3-3-05 – (A) – Riparian Rights – in committee
13. 3-3-05 – Planned Development – more benefits for Township
14. 3-3-05 – (B) – Engineering standards for stormwater and runoff