

**HARTLAND TOWNSHIP
PLANNING COMMISSION
MARCH 3, 2005
7:30 PM**

AGENDA

1. CALL TO ORDER
2. PLEDGE OF ALLEGIANCE
3. ROLL CALL
4. APPROVAL OF MARCH 3, 2005 PLANNING COMMISSION AGENDA
5. APPROVAL OF FEBRUARY 24, 2005 PLANNING COMMISSION MINUTES
6. CALL TO PUBLIC

7. ELECTION OF OFFICERS FOR 2005 (March 2005 to February 2006)
8. DISCUSSION OF GOALS AND OBJECTIVES FOR PLANNING COMMISSION FOR 2005

9. CALL TO PUBLIC
10. COMMITTEE REPORT
11. ADJOURNMENT

NEXT SCHEDULED MEETINGS MARCH 10, 2005 @ 7:30 PM
 MARCH 17, 2005 @ 7:30 PM

1. **CALL TO ORDER** – The meeting was called to order by Chairman Germane.
2. **PLEDGE OF ALLEGIANCE**
3. **ROLL CALL** – Members present: Chairman Germane, Vice Chairman Fox, Secretary Kalenauskas, Commissioner Hopkins, Commissioner Newsom, Commissioner Rataj and Commissioner Bickel. Also present: Planner Barb.
4. **APPROVAL OF MARCH 3, 2005 PLANNING COMMISSION WORK SESSION AGENDA** – Move to approve the March 3, 2005 Planning Commission work session agenda as presented. Motion Fox. Second Kalenauskas. Voice Vote. Motion Carried. 7-0-0.
5. **APPROVAL OF FEBRUARY 24, 2005 PLANNING COMMISSION MINUTES** – Move to table the approval of the February 24, 2005 Planning Commission minutes. Motion Kalenauskas. Second Bickel. Voice Vote. Motion Carried. 7-0-0.
6. **CALL TO THE PUBLIC** – There being no response, the call to the public was closed.
7. **ELECTION OF OFFICERS FOR 2005 (March 2005 to February 2006)** – The positions of Chairman, Vice Chairman, Secretary and appointee to the ZBA have to be filled.

ZBA Liaison

Commission consensus was for Commissioner Newsom to be the ZBA liaison member with Commissioner Kalenauskas filling in if needed.

Chairman

Move to nominate Larry Fox for Chairman. Motion Hopkins. Second Bickel. Voice Vote. 7-0-0.
Move to nominate Matt Germane. Motion Germane. No second.
Commissioner Fox will be the Planning Commission Chairman.

Vice Chairman

Commissioner Kalenauskas declined nomination.
Move to nominate Commissioner Bickel as Vice Chairman. Motion Kalenauskas. Second Hopkins. Voice Vote. 7-0-0.
Commissioner Bickel will be the Planning Commission Vice Chairman .

Secretary

Commissioner Kalenauskas declined nomination.
Commissioner Rataj declined.
Move to nominate Commissioner Germane for Secretary. Motion Bickel. Second Kalenauskas. Voice Vote. 7-0-0.
Commissioner Germane will be the Planning Commission Secretary.

8. DISCUSSION OF GOALS AND OBJECTIVES - PLANNING COMMISSION 2005 –
Chairman Fox led the discussion. The current subcommittees include roads, riparian issues and master / comprehensive plan review.

Review the active issues list to delete issues that have been handled and add others.

Item #1 – Wall sign sizes need to be reviewed in relation to the new larger stores that are coming to the Township. The sign review being done by Commissioner Rataj and Planner Barb will address this. Remove from the active issues list.

Remove the following items from the original active issues list - #1, #3, #6, #8, #9 and #11.

Item #2 – Ask the Board what they would like the Commission to address on the issue of temporary accessory endeavor permits.

Item #3 – Subdivision Control Ordinance – There have been changes at the State level that should be incorporated into the Township Ordinance.

Item #4 – Flag lots with accessory structures – houses front to back.

Item #5 – Lighting Ordinance – lighting impact on the rural character of the Township. Down lighting should be emphasized. Review in conjunction with Article 7.

Items # 10 and 13 will be combined and put under Master / Comprehensive Plan review.

Item #11 – The Commissioners determined this to be an important issue and Commissioner Hopkins will communicate this to the Board. Planner Barb indicated that he had offered to do this but was never approved to handle it. Site Plan compliance is a very important issue.

Item #12 – Major /Minor Change Criteria - Leave on list for review.

Item #14 – Hazard Mitigation – Leave on list for review.

Item #15 – Ambient Noise – Leave on list for review

Commissioners created a new list of issues that need to be addressed.

Woodlands ordinance.

Calculating usable, buildable land and redefine open space, usable open space.

Clarify definitions of building materials.

Easement setbacks, driveway setbacks, multiple front yards.

Lot sizes – Hartland Township has the potential to have a much higher buildout density with the current master plan and zoning. Preserve the current 2 acre lot size in CA.

The administrators are currently working on the Capital Improvement Plan through committee.

The master / comprehensive plan designations are deliberately different from the zoning map so they are not confused with zoning. The master plan map does not reflect zoning, it reflects the conceptual future direction for planning.

Planned developments should be used to negotiate more benefits for the Township in future developments.

Combine woodlands and wetlands to create a Natural Features Ordinance. This committee will be Commissioners Bickel, Germane and Planner Barb.

The materials percentages allowed in the Architectural Standards should be reviewed.

Engineering standards for stormwater and runoff need to be reviewed.

Items on the new active issues list were given a priority letter (A, B or C) with A being the highest priority. A's may be currently in committee or will be next to be addressed and should be completed within the year. B's will come next and C's are lowest priority.

A revised active issues list is the last page of these minutes.

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

10. COMMITTEE REPORTS

Planner Barb – Ivanhoe Huntley – Round Lake Woods – needs an architectural group assigned to them. Staff recommends Group 1 due to the M-59 exposure. The plans are in the office for review.

Hopkins – Joint meeting date of April 26 at 7:00 p.m.

Germane – Information from the Rose Township master plan review meeting will be distributed.

11. ADJOURNMENT – Move to adjourn. Kalenauskas. Chairman Fox adjourned the meeting at 9:33 p.m.

These minutes are a preliminary draft until final approval.

Submitted by,

Matt Germane
Planning Commission Secretary

Next Meetings – March 10, 2005 @ 7:30 p.m.
March 17, 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