

9/8/2003

**HARTLAND TOWNSHIP  
PLANNING COMMISSION MEETING  
AT THE TOWNSHIP HALL**

**AUGUST 21, 2003  
7:00 PM**

**AGENDA**

1. CALL TO ORDER
2. PLEDGE OF ALLEGIANCE
3. ROLL CALL
4. APPROVAL OF AUGUST 21, 2003 PLANNING COMMISSION AGENDA
5. APPROVAL OF JULY 24, 2003 PLANNING COMMISSION MINUTES
6. APPROVAL OF AUGUST 7, 2003 SPECIAL PLANNING COMMISSION JOINT MEETING WITH HARTLAND TOWNSHIP BOARD MINUTES
7. APPROVAL OF AUGUST 14, 2003 PLANNING COMMISSION MINUTES

8. CALL TO PUBLIC      PLEASE APPROACH FRONT CENTER MICROPHONE

**PUBLIC HEARING**

**OLD AND NEW BUSINESS**

**TABLED:**    *Application pending on Zoning Amendment*

9. APPLICANT: HARTLAND UNITED METHODIST CHURCH / LINDHOUT ASSOCIATES/ DAVID RICHARDSON      SPECIAL  
USE APPLICATION #220 IN CONJUNCTION WITH SITE PLAN APPLICATION #345      SECTION 16      AN ADDITION TO  
THE EXISTING CHURCH

**TABLED**    *Until the August 21, 2003 PC meeting to give Commissioners time to review*

10. APPLICANT: HARTLAND TOWNSHIP      ZONING AMENDMENT APPLICATION #301      TO AMEND THE  
CURRENT ZONING ORDINANCE      ARTICLE 29      PLANNED DEVELOPMENT DISTRICT (PD)

**TABLED**    *Until the August 21, 2003 PC meeting to give Commissioners time to review*

11. APPLICANT: HARTLAND TOWNSHIP      ZONING AMENDMENT APPLICATION #302  
TO AMEND THE CURRENT ZONING ORDINANCE      ARTICLE 14      RESIDENTIAL RECREATIONAL (RR)

12. CALL TO PUBLIC
13. COMMITTEE REPORT
14. ADJOURNMENT

**REGULAR SCHEDULED MEETING      AUGUST 28, 2003**

1. **CALL TO ORDER** – The meeting was called to order by Chairman Fountain.

2. **PLEDGE OF ALLEGIANCE**

3. **ROLL CALL** – Members present: Chairman Fountain, Vice Chairman Douglass, Secretary Kalenauskas, Commissioner Petrucci, Commissioner Colaianne and Commissioner Phillips. Absent: Commissioner Germâne. Also present: David Nicholson and Deputy ZA Lutz.

4. **APPROVAL OF AUGUST 21, 2002 PLANNING COMMISSION AGENDA** – Move to approve the August 21, 2003 Planning Commission agenda as presented. Motion Phillips. Second Douglass. Voice Vote. Motion Carried. 6-0-1.

5. **APPROVAL OF JULY 24, 2003 PLANNING COMMISSION MINUTES** – Move to approve the July 24, 2003 Planning Commission minutes as presented. Motion Phillips. Second Colaianne. Voice Vote. Motion Carried. 6-0-1.

6. **APPROVAL OF AUGUST 7, 2003 PLANNING COMMISSION JOINT MEETING WITH HARTLAND TOWNSHIP BOARD MINUTES** – Move to approve the Planning Commission / Township Board joint meeting minutes as presented. Motion Petrucci. Second Phillips. Voice Vote. Motion Carried. 6-0-1.

7. **APPROVAL OF AUGUST 14, 2003 PLANNING COMMISSION MINUTES** – Move to table the August 14, 2003 Planning Commission minutes. Motion Petrucci. Second Kalenauskas. Voice Vote. Motion Carried. 6-0-1.

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

### **PUBLIC HEARING**

### **OLD AND NEW BUSINESS**

9. **APPLICANT: HARTLAND UNITED METHODIST CHURCH / LINDHOUT ASSOCIATES / DAVID RICHARDSON SPECIAL USE APPLICATION #220 IN CONJUNCTION WITH SITE PLAN APPLICATION /#345 SECTION 16 AN ADDITION TO THE EXISTING CHURCH** - David Richardson of Lindhout was present. The text amendment was recommended for approval but has to go to the County for review and then go to the Board.

Outstanding issues are the sidewalk on Maple and the traffic impact statement. The landscape screening has been increased.

The McKenna review letter dated August 19, 2003 on the site plan and the special use was presented by Mr. Nicholson. It concerned off street parking, minimum lot width, setbacks, landscaping, traffic impact and the sidewalk.

Mr. Richardson stated that they were working with other agencies to get the issues settled. Commissioner Colaianne questioned if there had been any negative response from any of the neighboring properties. No, none has been received.

It was determined that there was a existing sidewalk on Maple that was not shown on the drawing so this issue was addressed.

Move to recommend approval of Site Plan #345 for Hartland United Methodist Church/ Lindhout Associates in Section 16. Tax Id.# 08-16-101-112, Lots 28, 23, 22 and 21. This is subject to the conditions set forth in the August 19, 2003 McKenna Associates review with the exception of item #5. Motion Colaianne. Second Phillips. Voice Vote. Motion Carried. 6-1-0.

**10. APPLICANT: HARTLAND TOWNSHIP ZONING AMENDMENT APPLICATION #301 TO AMEND CURRENT ZONING ORDINANCE ARTICLE 29 PLANNED DEVELOPMENT DISTRICT (PD) –**

Commissioner Colaianne suggested sending this to the Township Attorney for review of the legal aspects of the changes. It would help to avoid delays to have the attorney review it at the same time the County is doing a review.

Mr. Nicholson – Text amendments are usually sent to the Township Attorney prior to a Board vote.

It is to the advantage of the Township to eliminate as many driveway cuts as possible.

Maintenance is necessary to maintain the roads as designed. The flexibility of the PD can be used to resolve shared drive issues.

There was consensus to leave the wording as it is.

Mr. Nicholson suggested that the Commission resolve the issues from the review of the PD ordinance by John Enos for Mr. Crouse.

Guarantee of Open Space and Cohesiveness of Development Design – There should be a specification as to who has access to the open space.

Terry Nosan – Master deeds identify open spaces as owned and maintained by homeowners and not open to the public.

Se. 29.03.F guarantees the open space will remain and be maintained in perpetuity for the occupants and residents. Should wording be added to maintain the open space in perpetuity?

Trustee Phillips – Reference the planned development agreement where this should be stated.

Distance between buildings – The planned development agreement pattern book should supercede any of the minimum requirements. If a pattern book is used, all of the minimum requirements will be overridden by the pattern book. Leave wording as is.

Building height – Building height can be negotiated through the PD process. Commissioner Colaianne – Guidelines should be provided by the minimum requirements but be open to negotiation. The minimums should be consistent with what is in the ordinance. It can cause problems and become a very laborious process to leave everything to negotiation with no minimums as a starting point.

Make the minimum height 35ft. and keep the minimum standards.

29.03.E.4.a – 25% parking variation is discretionary. Leave it as is.

Landscaping – Leave it as is.

29.03.H – delete “within 200 feet of the site boundaries”.

29.04 – Include the Township Board approval as item #8 in the list and renumber the balance.

29.05.A.13 – “Document indicating the applicants development experience.” Change wording to this.

Chairman Fountain left at 9:05 p.m.

Page 20 – Eliminate item #9 and leave item #12 in.

Mr. Nicholson will revise and bring this back to the Commission.

**11. APPLICANT: HARTLAND TOWNSHIP ZONING AMENDMENT APPLICATION #302 TO AMEND THE CURRENT TOWNSHIP ZONING ORDINANCE ARTICLE 14 RESIDENTIAL RECREATIONAL – Move to table. Motion Petrucci, Second Colaianne. Voice Vote. Motion Carried. 5-0-2.**

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

**13. COMMITTEE REPORTS**

*Phillips* – The Planning Commission has been charged by the Board with reviewing the ordinance on mining.

**14. ADJOURNMENT** – Jennifer from the fire department came in to say there were tornado warnings and the sirens were going to be sounding. The meeting was adjourned at 9:10 p.m.

These minutes are a preliminary draft until final approval.

Submitted by,

Christine A. Polk  
Recording Secretary

A handwritten signature in black ink, appearing to read 'C. Polk', with a long horizontal line extending to the right.

Next meeting – August 28, 2003