

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

**APRIL 17, 2003  
7:30 PM**

**AGENDA**

1. CALL TO ORDER
2. PLEDGE OF ALLEGIANCE
3. ROLL CALL
4. APPROVAL OF APRIL 17, 2003 SPECIAL PLANNING COMMISSION AGENDA
5. APPROVAL OF APRIL 3, 2003 SPECIAL JOINT PLANNING COMMISSION AND TOWNSHIP BOARD MINUTES
6. APPROVAL OF APRIL 10, 2003 PLANNING COMMISSION MINUTES
7. CALL TO PUBLIC      **PLEASE APPROACH FRONT CENTER MICROPHONE**

**PUBLIC HEARING**

**OLD AND NEW BUSINESS**

8. DISCUSSION OF THE APRIL 3, 2003 JOINT MEETING OF THE PLANNING COMMISSION AND TOWNSHIP BOARD
9. CALL TO PUBLIC
10. COMMITTEE REPORT
11. ADJOURNMENT

REGULAR MEETING DATE      APRIL 24, 2003

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

**2. PLEDGE OF ALLEGIANCE**

**3. ROLL CALL** – Secretary Kalenauskas called the roll. Members present: Chairman Fountain, Secretary Kalenauskas, Commissioner Colaianne, Commissioner Phillips, Commissioner Germane and Commissioner Petrucci. Absent: Vice Chairman Douglass. Also present: Deputy ZA Lutz.

**4. APPROVAL OF APRIL 17, 2003 SPECIAL PLANNING COMMISSION AGENDA** – Move to approve the April 17, 2003 Planning Commission agenda as amended. Motion Germane. Second Phillips. Voice Vote. Motion Carried. 6-0-1.  
Remove the April 3, 2003 minutes.

**6. APPROVAL OF APRIL 10, 2003 PLANNING COMMISSION MINUTES** – Move to table the April 10, 2003 Planning Commission minutes. Motion Germane. Second Phillips. Voice Vote. Motion Carried. 6-0-1.

**7. CALL TO THE PUBLIC** – Deputy ZA Lutz advised the Commission that Mr. Nicholson had suggested a motion to waive the utility easement requirement for the ice arena. Place this on the 4-24-03 agenda.

## **PUBLIC HEARING**

## **OLD AND NEW BUSINESS**

**8. DISCUSSION OF THE APRIL 3, 2003 JOINT MEETING OF THE PLANNING COMMISSION AND TOWNSHIP BOARD** - There has been discussion at the Board about changing planning consultants. Commissioner Phillips reported that the 1988-1992 Board hired McKenna out of three possible firms. She felt that using the County as the planning consultant would not be a good choice. There was concern by the Commissioners that the second and sometimes third reviews brought up items that should have been noted on the first review. Chairman Fountain – Discuss concerns tonight and meet with Mr. Nicholson at a later time. The Commissioner should be aware of the issues he may have with dealing with the Township. There are three choices – work with the County, work with McKenna or another planner and work with an in house planner. Cost should not be the driving force on choosing a planner. The benefits for the Township should be a primary issue.

Commissioner Kalenauskas felt that McKenna should be made aware of the concerns and have a chance to respond. Give a list of the issues and a time limit to address them.

Positives should be considered as well as negatives. Second reviews with new items are either over site or dragging the process out. Is more time needed for creating the reviews?

The consultant should not set policy. The Commission could work at a more rapid pace. The consultant can recommend but it is the Commission that decides to accept the recommendation or not. Possibly there should be more feedback from the Commission to the planner. When the site plan reviews are given, the major points should be summarized and not read the whole letter.

Commissioner Phillips – The planner need not be at all informal meetings. Some applications are more complex and need the planner and the engineer. Attention should be given to highlighting the review letters, limiting attendance at informals, thoroughness of first reviews and ordinance updates and amendments.

The PC consensus was that the quality of the maps from McKenna is fine.

It was decided that at the meetings, the applicant will lead the discussion rather than the consultant. The applicant should sign that the reviews have been received before being placed on the agenda.

The Zoning Administrator controls the agenda but the PC Chairman should be doing it as well as setting policy about agenda items. There are some communication issues with the PC Chairman and the Zoning Administrator. The planner must have enough time to do the reviews.

Deputy ZA Lutz – Tabled items procedure needs to be clarified.

Commissioner Germane – Information has to be available for PC review prior to the meeting. Commissioner Kalenaskas and Chairman Fountain will meet with McKenna for discussions. There is currently not a signed contract with McKenna. There are also questions about the breakdown of billings from McKenna.

### Compensation

Some Commissioners are not in favor of a salary system. It was a consensus to continue with per diems and get a policy about what is going to be paid.

### Cable

Commissioner Phillips reported on the Board effort to televise the PC meetings. Televising will increase expenses for the meetings. As was suggested at the Board meetings, a synopsis of Planning Commission activities and issues could be made to the Board and go out on cable at that time. Consideration could be given to televising public hearings.

The PC agenda is posted on cable.

It was noted that all the Board meetings are not televised at this time.

Chairman Fountain felt that in the case of applications being considered at several meetings, it will be difficult to get a true picture of the work on a item if all the work on it is not seen.

Commissioner Kalenaskas noted that many public hearings are very brief. If citizens are interested in a specific topic, they should be at the meeting in person so they can ask questions and participate in the discussion.

It was the consensus of the Planning Commission that until such time as all Board meetings are televised, the Planning Commission would prefer not consider being televised.

### Capital Improvement Plan

Commissioners Colaianne, Germane and Fountain will be the committee for this item. Commissioner Colaianne will chair the committee.

### Comprehensive Plan

This needs to be completed. Sewer will have to be part of the consideration for future land use.

Move to have a special Planning Commission meetings on May 1, 2003 to work on the comprehensive plan. Motion Phillips. Second Colaianne. Voice Vote. Motion Carried. 6-0-1.

Commissioner Germane will report on what is needed to move the plan along toward finalization.

**9. CALL TO THE PUBLIC** – Nothing.

**10. COMMITTEE REPORTS** – Nothing.

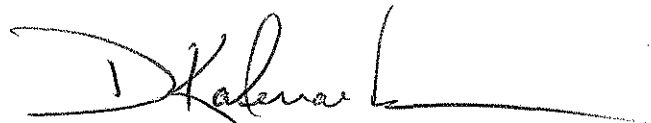
**11. ADJOURNMENT** – The meeting was adjourned at 9:37 p.m.

These minutes are a preliminary draft until final approval.

Submitted by,



Christine A. Polk  
Recording Secretary



D. Kalenauskas  
Planning Commission Secretary

Next Regular meeting date – April 24  
Next Special Meeting Date – May 1