



City of Hartford
County of Van Buren, State of Michigan

Planning Commission Business Meeting Agenda

Monday, May 11, 2026 at 6:00 PM

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

APPROVAL OF AGENDA

PUBLIC COMMENT

PUBLIC HEARING

1. Discuss & Consider - Master Plan

APPROVAL OF COMMISSION MINUTES

2. Discuss & Consider - MIN - April 13, 2026

OLD BUSINESS

NEW BUSINESS

3. Discuss & Consider - Ordinance 151.256 Amendment - Extend Site Plan Approval
4. Discuss & Consider - Set Public Hearing Date - Ordinance 151.256 Amendment

INTRODUCTION OF RESOLUTIONS OR AMENDMENTS

5. Discuss & Consider - Resolution 2026 - 019 Adopting the City of Hartford Master Plan

ADJOURNMENT

**MCKENNA**

April 29, 2026

City Planning Commission
19 West Main Street
Hartford, MI 49057**Subject: City of Hartford 2026 Master Plan - Review for Adoption**

Dear Planning Commissioners,

We are pleased to present the final draft of the 2026 Master Plan Update. The Planning Commission serves as the authorizing body for the Master Plan and is responsible for its adoption.

Preparation of the updated plan began in 2025 and included engagement with residents and community members through an online survey and various public participation opportunities. Over the past year, the Planning Commission has regularly discussed public input results, demographic updates, land use issues, and the future vision for the City during its meetings. In addition, public comment was received throughout the planning process at meetings, via email, and during the state-required 63-day comment period.

All revisions and changes discussed at previous Planning Commission meetings have been incorporated into the final draft included in your meeting packet. No additional revisions were submitted during the public comment period.

The Michigan Planning Enabling Act (MPEA) authorizes the Planning Commission to approve the Plan by resolution with a majority vote. The MPEA also permits the City Council, as the governing body of the City of Hartford, to grant final approval; however, this option has not been exercised by the City Council. Therefore, approval by the Planning Commission represents the final step in the adoption process.

Upon approval, a public notice will be issued to notify all required parties in accordance with the MPEA, and the document will become the official Plan of record.

If the Planning Commission is satisfied with the plan, we respectfully request and recommend approval of the 2026 Master Plan for adoption.

Thank you.

Respectfully submitted,

Donovan Smith, AICP, NCI
Senior Principal Plannercc: John Jackson, AICP
RoxAnn Rodney-Isbrecht, Clerk & Assistant Manager
Hilary Taylor, AICP, NCIHEADQUARTERS
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**City of Hartford
Planning Commission Meeting
April 13, 2026 Proposed Minutes**

Call to Order:

T. Kling, Chairman called the Planning Commission regular meeting to order at 6:00pm.

Pledge of Allegiance was said.

Members Present: Dan Danger, Gage Gardner, Jenine Kling, Tim Kling, Joseph Lehnert

Members Absent: Steve Ackerman, Adolfo Morales

Staff Present: City Clerk, RoxAnn Rodney-Isbrecht

Guests Present: None

Approval of the Agenda:

Motion by Danger, supported by Gardner, to approve the agenda as presented.

Motion carried, 5 – 0

Public Comments:

- City Clerk Rodney-Isbrecht gave an update on City projects. The Athletic Department is bringing back the Strawberry Run on June 13, 2026, sign-ups are available online.

Approval of Commission Minutes:

Motion by Gardner, supported by Lehnert, to approve the February 11, 2026 minutes.

Motion carried, 5 – 0

Olds Business: None

New Business:

- Discuss & Consider – Set Public Hearing Date – Master Plan Recommendation to Council
Discussion: a public hearing is a required step to approve the Master Plan

Motion by Gardner, supported by Lehnert to set a public hearing date for May 11, 2026 at 6:00pm to recommend the Master Plan to the City Commission.

Motion carried 5 – 0

Adjournment:

Motion by Danger, supported by Gardner to adjourn the meeting at 6:11pm

Motion carried 5 – 0

Respectfully submitted, Jenine Kling, Secretary

approved shall be filed with the City Clerk. Within 10 days thereafter, the City Clerk shall transmit to the Code Enforcement Officer 1 copy and the City Building Inspector 1 copy of the final site plan with the Planning Commission certificate of approval. If the plan is disapproved by the Planning Commission, the City Clerk shall transmit the reasons as prepared by the Planning Commission and shall state the reasons for issuance of the disapproval to the applicant within 10 days of receipt of information from the Planning Commission.

(Ord. 134, passed - - ; Am. Ord. 194, ' 1805, passed 2-24-1997)

' 151.256 CONFORMITY WITH APPROVED SITE PLAN REQUIRED.

The development of the subject parcel shall be in complete conformity with the approved site plan and any amendments thereto, approved by the Planning Commission. Approval of site plan shall be valid for a period of 1 year. If the building permit has not been obtained and the onset development begun within 1 year of the date of approval, the site plan approval shall become void and the developer shall make new application for the approval before proceeding. No time extension on site plan approval will be granted.

(Ord. 134, passed - - ; Am. Ord. 194, ' 1806, passed 2-24-1997) Penalty, see ' 151.999

' 151.257 AMENDMENT TO SITE PLAN.

A proposed amendment or modification to a previously approved site plan may be submitted for review in the same manner as the original site plan review. (Ord. 134, passed - - ; Am. Ord. 194, ' 1807, passed 2-24-1997)

ADMINISTRATION AND ENFORCEMENT

' 151.270 ENFORCEMENT BY CODE ENFORCEMENT OFFICIAL.

The provisions of this chapter shall be administered and enforced by the Code Enforcement Officer of the city or by the deputies of his or her department as may be so appointed and delegated. (Ord. 134, passed - - ; Am. Ord. 194, ' 1900, passed 2-24-1997)

' 151.271 VIOLATIONS.

(A) Buildings erected, altered, moved, raised, converted, or any use of land or premises carried on in violation of any provision of this chapter is hereby declared to be a nuisance per se. Any and all buildings or land use activities considered possible violation of the provisions of this chapter observed by or communicated to Police or Fire Department employees or to any city official shall be reported to the Code Enforcement Officer.

(B) The Code Enforcement Officer shall inspect each alleged violation and shall order correction, in writing or by posting on the premises, of all conditions found to be in violation of this chapter.

(C) An appeal may be taken to the Board of Appeals by any person alleging error and any administrative order concerning the enforcement of this chapter.

(D) All violations shall promptly be corrected after receipt of notice thereof by writing or by posting on the premises by the Code Enforcement Officer.

(Ord. 134, passed - - ; Am. Ord. 194, ' 1901, passed 2-24-1997)

' 151.272 DUTIES OF CODE ENFORCEMENT OFFICER.

**CITY OF HARTFORD
COUNTY OF VAN BUREN
STATE OF MICHIGAN
RESOLUTION 2026 - 019**



ADOPTING THE CITY OF HARTFORD MASTER PLAN

At a Regular meeting of the City of Hartford Planning Commission, located at 19 West Main Street and called to order by Chairman Tim Kling on, May 11, 2026 at 6:00pm

The following resolution was offered:

Moved by Commissioner _____ and supported by Commissioner _____.

WHEREAS, the City of Hartford Planning Commission has prepared a Master Plan for the community and released the plan for public review on February 23, 2026; and

WHEREAS, the City of Hartford Planning Commission solicited public input during the preparation of the Master Plan, including a community open house and online survey; and

WHEREAS, the draft Master Plan was distributed to the required entities in accordance with the Michigan Planning Enabling Act, Public Act 33 of 2008, as amended, and was made available for public review and comment for not less than sixty-three (63) days, from February 23, 2026 through May 11, 2026; and

WHEREAS, the Planning Commission held a public hearing on may 11, 2026, to receive comments on the proposed Master Plan; and

WHEREAS, the City of Hartford Master Plan reflects the goals, priorities, and vision of the community;

NOW THEREFORE BE IT RESOLVED, pursuant to the authority granted under the Michigan Planning Enabling Act, Public Act 33 of 2008, as amended (MCL 125.3801 et seq.), that the City of Hartford Planning Commission hereby adopts the City of Hartford Master Plan.

The total mills to be levied for ad valorem property taxes are as follows:

YEAS: Commissioners'

NAYS: ABSENT:

RESOLUTION DECLARED ADOPTED

DATE: May 11, 2026

RoxAnn Rodney-Isbrecht, City Clerk

I RoxAnn Rodney-Isbrecht, Clerk for the City of Hartford, do hereby certify that the foregoing is a true and complete copy of a Resolution duly adopted by the City Commission of the City of Hartford during a meeting held on May 1, 2025 and the public notice of said meeting was held in compliance with Act 267 of the Public Acts of Michigan 1976, as amended. DATE: May 11, 2026

RoxAnn Rodney-Isbrecht, City Clerk
City of Hartford 19 West Main Street Hartford MI 49057