

HARTLAND TOWNSHIP PLANNING COMMISSION WORK SESSION APPROVED MINUTES
January 23, 2020 – 7:00 PM

1. **Call to Order:** Chair Fox called the meeting to order at 7:00 p.m.

2. **Pledge of Allegiance**

3. **Roll Call and Recognition of Visitors:**

Present – Commissioners Fox, Colaianne, LaRose, Mitchell, Murphy, Voight

Absent – Commissioner Grissim

4. **Approval of the Meeting Agenda:**

A Motion to approve the January 23, 2020 Planning Commission Work Session Meeting Agenda was made by Commissioner Mitchell and seconded by Commissioner Voight. Motion carried unanimously.

5. **Approval of Meeting Minutes**

a. Planning Commission - Regular Meeting – December 19, 2019

A Motion to approve the Regular Meeting Minutes of December 19, 2019 was made by Commissioner Voight and seconded by Commissioner LaRose. Motion carried unanimously

6. **Call to the Public**

None

7. **Old and New Business:**

a. Development Process

Director Langer outlined the process for a development project, after the project obtains Site Plan approval from the Township Planning Commission. Director Langer outlined the various permits and approvals from other agencies and the additional requirements that an applicant is required to perform prior to construction, during construction, and prior to obtaining a certificate of occupancy.

b. Digital Menu Boards

Director Langer outlined a request to modify the Zoning Ordinance to incorporate a digital LED menu board for drive-through businesses. Director Langer commented currently digital LED signs are not permitted, so the Zoning Ordinance would need to be modified to permit such a sign.

Several Planning Commission members expressed an interest in making changes to the sign ordinance to permit digital LED menu boards. Concerns were raised over not permitting LED monument signs or wall signs.

The Planning Commission directed the Ordinance Review Committee to examine this issue and look at items such as size, brightness, movement, and the location. Consideration should

be given to whether the digital menu board can be visible from a road, or if it would be a distraction.

c. Use Determination Discussion

Director Langer outlined the history of the Planning Commission examining all the permitted uses in each of the zoning districts.

Director Langer outlined the uses in the MR-2 (Mobile Home Park District). The Planning Commission did not have any comments.

Director Langer outlined the uses in the OS (Office Service) district. After several questions and discussion about Crematoriums, and Veterinary clinics, it was ultimately decided to not make changes to the OS zoning district standards, at this time.

8. Call to the Public

A student in attendance at the meeting spoke on Digital Menu boards and thought this would become more common. She could appreciate the discussion by the Planning Commission and agreed with a lot of the comments that were made.

9. Planner Report:

Director Langer indicated that the next Planning Commission meeting on February 13, 2020 would be canceled.

10. Committee Reports:

Commissioner Murphy had questions about a pathway project that was on the Township Board's recent meeting. Commissioner Colaianne outlined that topic and provided an update to the Planning Commission.

11. Adjournment:

A Motion to adjourn was made by Commissioner Voight and seconded by Commissioner Mitchell. Motion carried unanimously. The meeting was adjourned at approximately 8:30 PM.

Submitted by,



**Keith Voight,
Planning Commission Secretary**