

HARTLAND TOWNSHIP PLANNING COMMISSION APPROVED MEETING MINUTES

APRIL 23, 2026– 7:00 PM

1. **Call to Order:** Vice-Chair Mitchell called the meeting to order at 7:00 p.m.
2. **Pledge of Allegiance:**
3. **Roll Call and Recognition of Visitors:**
Present – Commissioners Eckman, Grissim, Mayer, McMullen, Mitchell, & Murphy
Absent – Chair Fox
4. **Approval of the Meeting Agenda:**
Commissioner Grissim offered a Motion to approve the April 23, 2026, Planning Commission Meeting Agenda. Commissioner Mayer seconded. Motion carried unanimously.
5. **Approval of Meeting Minutes:**
 - a. Planning Commission Work Session Meeting Minutes of March 26, 2026.
Commissioner Eckman offered a Motion to approve the Planning Commission Work Session Meeting Minutes of March 12, 2026. Commissioner Grissim seconded. Motion carried unanimously.
6. **Call to the Public:**
None
7. **Old and New Business**
 - a. Site Plan Application #25-005 for a restaurant with pick-up window (Chipotle, Hartland Towne Square Planned Development)

Director Langer stated the following:
 - Gave an overview of the location and scope of the project.
 - Located north of Highland Road (M-59) east of US 23, in the Hartland Towne Center in between Buffalo Wild Wings and Panda Express.
 - Zoned PD Planned Development.
 - Applicant is proposing a Chipotle Restaurant with a pick-up window which is different than a drive-through window: orders are placed online and picked up.
 - Connections to the commercial entities east and west.
 - Requires Site Plan Approval only from the Planning Commission and will not need to be heard before the Township Board.
Nik Bauer of Stonefield Engineering and Design, representing the Applicant, Harvey Weiss and Steven Samona, of Hartland Square LLC, stated the following:
 - Regarding the Landscaping comments, they believe the Landscaping Plan is of high quality and meets the intent of the ordinance.

- Regarding Light Fixtures, it is more of an architectural element than a light fixture which throws a shadow star pattern onto the wall. If it is not acceptable, they can work with Planning Staff to come up with something different.
- Regarding the Engineering and Fire Review, they did not have any concerns with either and will address them during the engineering review.
- They are excited to bring this project to the community.

Vice-Chair Mitchell referred to the staff memorandum dated April 16, 2026.

- Has an existing drive onto Hartland Square Drive and planned connections to Buffalo Wild Wings and Panda Express.
- No impact assessment required.
- Part of the Hartland Towne Square PD, no minimum requirement for parcel size.
- No minimum frontage required; approx. 185.88 feet. along Highland Road/M-59; and approximately 148 feet along Hartland Square Drive.
- Meets all of the setback and frontage requirements.
- Lot coverage is undefined in this Planned Development.
- Meets all of the parking requirements; thirty-three (33) ten by twenty parking spaces are proposed with two (2) van-accessible barrier-free spaces located near the building entrance.
- Separate loading area is not shown but has not typically been required for these uses as the deliveries occur at off-peak hours.
- Dumpster Enclosure: the color of the metal doors should be stated on the Construction Plan set.
- Details for an outdoor eating area were not provided but the Applicant is aware of the requirements. Details will be provided on the Construction Plan Set of drawings.
- Lighting: outdoor wall fixtures show a star pattern/wash on the exterior wall at night. The Planning Commission had no concerns.

Landscaping

Commissioner Grissim had some suggestions;

- Plantings in front of the screen wall around the dumpster enclosure are not required. Plan shows evergreens. Those are costly and can be eliminated.
- The transformer should be screened with evergreens six (6) inches taller than the utility, so at least five (5) feet tall.
- Asked about the ADA parking and the location of the signage which is planned for the wall.

Architecture / Building Materials

- Commissioner Mayer asked about the brick. The Applicant was unsure of the details. Commissioner Mayer stated he wanted to ensure it is not a thin veneer product.
- Director Langer displayed a group of illustrations showing how the HVAC rooftop equipment will be screened. Commissioner Mayer commented that it was not completely screened as viewed from the north. The Applicant stated they will work with the architect and add the required screening.

Commissioner Eckman offered the following Motion:

Move to approve Site Plan Application #26-005 a request to construct an approximate 2,385 square foot restaurant building with dining-in option and one (1) pick-up window, for pick-up service only as outlines in the staff memorandum dated April 16, 2026.

Approval is subject to the following conditions:

- 1. The applicant shall adequately address the outstanding items noted in the Planning Department’s memorandum, dated April 16, 2026, on the Construction Plan set, subject to an administrative review by the Planning staff prior to the issuance of a land use permit.**
- 2. A land use permit is required prior to construction.**
- 3. Applicant complies with any requirements of the Township Engineering Consultant, Department of Public Works Director, the Fire Code requirements and all applicable government agencies as applicable.**

Commissioner Mayer seconded. Motion carried unanimously.

Harvey Weiss and Steven Samona, of Hartland Towne Square LLC, introduced themselves and gave a brief update of the Hartland Towne Center development.

- b. Zoning Amendment #26-001 – Amendment to permit accessory dwelling units (ADU) in single family zoned districts.**

Director Langer stated the following:

- Planning Commission has been working on this zoning amendment for a long time.
- ADUs (Accessory Dwelling Units) offer an opportunity to have a second accessory dwelling on a single family zoned property.
- Draft amendment allows ADUs in all single family zoning districts, caps the size, and only CA (Conservation Agriculture) zoned parcels are permitted to have detached ADUs. The rest of the single family districts might have an ADU in a basement, renovated garage, an attic area, or addition.
- Same setbacks apply as for the principal structure.
- Township Attorney recommended occupancy in ADUs be limited to family only but the Planning Commission recommended to not have that limitation and be available to all.
- The property owner must reside on the property in one of the dwellings, either in the principal dwelling or in the ADU.
- The usable floor area in a detached ADUs inside a larger accessory structure, such as a barn, pole barn, or garage, is limited to the maximum size of the ADU in that structure.

Commissioner Grissim offered the following Motion:

Move to recommend approval of Zoning Amendment Text Amendment #26-001, as outlined in the staff memorandum and attached draft ordinance amendment.

Commissioner Murphy seconded. Motion carried unanimously.

Director Langer stated this recommendation will proceed to the Livingston County Planning Commission for their recommendation and then will be brought before the Township Board for their final decision. He is hoping for a late May or early June meeting date.

8. Call to the Public:

None

9. Planner Report:

None

10. Committee Reports:

The Planning Commission briefly discussed the timeline for the proposed Backyard Chickens Zoning Amendment. Director Langer stated it will come back for a work session in the near future maybe even the next meeting.

Commissioner Murphy inquired about the Chick-fil-A Easements. Director Langer used an aerial image to explain the nature of the easements. Commissioner Murphy asked if that was what was needed for construction to begin. Director Langer explained the Township is not waiting for anything at this point, but the storm drain for Chick-fil-A ties into an MDOT (Michigan Department of Transportation) controlled storm drain. Also, there is an existing connection to M-59 that is not being altered but it is a change in use. They are waiting for those approvals from MDOT.

11. Adjournment:

A Motion to adjourn the meeting was made by Commissioner Eckman. Seconded by Commissioner McMullen. The meeting was adjourned at approximately 7:39 PM.

Submitted by.



Tom Murphy
Planning Commission Secretary