

## HARTLAND TOWNSHIP PLANNING COMMISSION APPROVED MEETING MINUTES

November 17, 2022– 7:00 PM

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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, Grissim, Mayer, McMullen, Mitchell, Eckman

Absent – Murphy

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

A Motion to approve the November 17, 2022 Planning Commission Meeting Agenda was made by Commissioner Mitchell. Seconded by Commissioner McMullen. Motion carried unanimously

5. **Approval of Meeting Minutes:**

a. Planning Commission Meeting Minutes of September 22, 2022

A Motion to approve the Planning Commission Meeting Minutes of September 22, 2022 was made by Commissioner Grissim and seconded by Commissioner Mayer. Motion carried unanimously.

6. **Call to the Public:**

None

7. **Public Hearing**

a. Site Plan with Special Land Use Application #22-015 Mini warehouse establishment with outdoor storage as accessory to a permitted use.

**Chair Fox opened the Public Hearing at 7:03 PM stating all public notice requirements for the Public Hearing have been met.**

Director Langer gave an overview of the location and scope of the request stating the following:

- Shared the Zoning Map, subject site is zoned LI Light Industrial
- Shared the proposed Site Plan and explained the various components of the office, mini indoor storage, climate controlled storage, outdoor covered storage and open storage on an unpaved surface gravel.
- LI allows for mini storage as a permitted use by right.
- The outdoor storage is the special land use and must be an accessory use to a permitted use. It is the special use which requires the Public Hearing, recommendation by the Planning Commission and a final decision by the Township Board.

**Call to Public**

None

**Char Fox closed the Public Hearing at 7:08 PM.**

Chair Fox referred to the staff review letter dated September 10, 2022.

**SPECIAL LAND USE REVIEW – General Standards**

Chair Fox stated the Applicant has provided a response to these standards dated September 9, 2022. The Planning Commission had no comments.

**SPECIAL LAND USE REVIEW – Applicable Site Standards**

**Outdoor Storage in the LI & I Districts (Section 3.27)**

1. All outdoor storage areas shall be screened from public rights-of-way and adjacent public use areas with screening in accordance with the provisions of Section 5.11 (Landscaping and Screening) and 5.20 (Walls and Fences).

Director Langer stated the following:

- Canopy and evergreen trees are shown on the east side of the site (adjacent to the ROW of US-23) also, a masonry and pillar fencing system.
- Black vinyl chain link fencing to secure the site.
- The combination of the buildings, carports, and landscaping provides sufficient screening of the outdoor storage area.

**SITE PLAN REVIEW – Applicable Site Standards**

Chair Fox again referred to the staff letter.

Chair Fox asked if there would be electrical service inside the units. The Applicant stated no.

**Site Enclosure**

Director Langer stated again that a fence is proposed that would enclose the entire storage facility. The fencing is black coated chain link fencing to the north and south.

**On-Site Circulation and Parking**

Director Langer stated the following:

- Interior travel lanes are two-way and the travel lane width between two (2) warehouse buildings is twenty-five (25) feet.

The Planning Commission had no comments.

**Off-Street Parking (Sec. 5.8.4.H – Mini or Self-storage Warehouse) and Barrier-Free Parking**

Director Langer stated the following:

- Some parking spaces are shown by the office.
- The plans are to be revised to show an 8-foot wide van accessible access aisle adjacent to the barrier-free parking space, on the Construction Plan set.
- Ordinance requires six (6) parking spaces; four (4) are provided.
- The Planning Commission can reduce the number of spaces required if warranted.
- The Applicant has provided information stating four (4) spaces should be adequate parking.

The Planning Commission agreed.

**Landscaping and Screening (Sec. 5.11)**

**Landscaping of Divider Median (Sec. 5.11.2.A.vii.)**

Commissioner Grissim stated staff recommends for ease of maintenance the elimination of the shrubs and using lawn in that area of the median plus two (2) canopy trees.

**Greenbelt Landscaping (Sec. 5.11.C.)**

Commissioner Grissim stated the combination of canopy trees and evergreen trees seemed fine.

**Foundation Landscaping (Sec. 5.11.2.D.)**

Commissioner Grissim stated the only area to consider would be the office, but it is internal on the site and there is not a place for foundation landscaping elsewhere. Commissioner Mitchell agreed stating it seems mute as there is no other foundation landscaping on the site; he opts to disregard this requirement. The Planning Commission agreed.

Commissioner Grissim commented on the open storage area stating some items could be six (6) feet tall. There are shrubs and fencing, a few trees but they are very far apart and not a complete screen.

The Applicant replied they placed the open storage area in the center of the project to minimize the impact and allow the structures to provide screening. Given the speed that most are traveling, he feels they have covered most of the angles.

Chair Fox stated he is good with what is proposed and unsure, due to elevation changes, if a double row would fit.

Commissioner Grissim suggested rather than twenty-five (25) feet apart, maybe the trees could be fifteen (15) feet apart.

The Applicant also stated the open storage area is also an area for future expansion for another structure.

The Planning Commission decided to leave the screening as drawn.

**Detention/Retention Area Landscaping (Sec. 5.11.2.H.)**

Commissioner Grissim asked the Applicant what is planned for ground cover. The Applicant stated they intend to install lawn and keep it mowed. Chair Fox asked about the shrubs. Commissioner Grissim stated they did not show many shrubs and she is fine with what is proposed. The Applicant added the detention pond to the south is adjacent to a wetland area that will have a variety of natural plants. The Planning Commission agreed.

**Sidewalks and Pathways (Sec. 5.12)**

The Planning Commission agreed a sidewalk would not be required at this location.

**Lighting (Sec. 5.13)**

Director Langer stated there needs to be a slight adjustment to the intensity at the main entrance and are requesting the Photometric plan to be revised to measure the footcandle values at five (5) feet above ground level and lighting intensity at the main exit/entry drive on the Construction Plan set. The Planning Commission agreed.

**Architecture / Building Materials (Sec. 5.24)**

Director Langer stated the following:

- Eleven (11) buildings.
- Elevations that face Old US 23 and US 23 have an upgraded façade with split faced block and C-Brick.
- Interior unit facades would be generally metal panels in earthtones with barn red doors.
- The climate controlled building is more dressed up.

The Applicant asked for a slight modification to allow an inlay of the product presented at the meeting; a fiber reinforced concrete product called Nichiha that resembles wood. Director Langer mentioned it would alter the percentage of brick.

The Planning Commission briefly examined and discussed the product and had no concerns.

The Planning Commission and the Applicant briefly discussed the height of the buildings in relation to the road frontages and the intent to create a nice looking, quality complex.

**Commissioner Grissim offered the following Motion:**

**Move to recommend approval of Special Land Use Permit and approve Site Plan Application #22-015, a request to construct a mini warehouse establishment with outdoor storage as accessory to the permitted use, on a vacant parcel on Old US-23, in Section 28 of the Township (Tax Parcel ID #4708-28-300-023). The recommendation for approval is based on the following findings:**

1. **The proposed special land use, outdoor storage accessory to a permitted use (mini warehouse) meets the intent and purposes of the Ordinance as well as the specific standards outlined in Section 6.6 (Special Uses).**
2. **The proposed special land use is permitted in the LI (Light Industrial) zoning district as outlined in Section 3.1.16.D.ix, and the proposed use is compatible with the existing and future uses in the vicinity.**
3. **The Hartland Township Comprehensive Plan and the Future Land Use Map (FLUM) designate this property as Planned Industrial Research Industrial. The proposed special land use is compatible with the Comprehensive Plan and the FLUM.**
4. **The site is adequately served by existing essential facilities and public services and the Fire Department has no objection. The proposed use will be served by a public road with direct access to Old US-23.**
5. **The proposed use will not create additional requirements at public cost for public facilities as the proposed site will be served by private well (water) and sanitary sewer.**

**Approval is subject to the following conditions:**

1. **The proposed special land use, outdoor storage accessory to a permitted use, is subject to approval by the Township Board.**

2. The applicant shall adequately address the outstanding items noted in the Planning Department's memorandum, dated November 10, 2022, on the Construction Plan set, subject to an administrative review by the Planning staff prior to the issuance of a land use permit.
3. A land use permit is required after approval of the Site Plan and Special Use Permit and prior to construction.
4. Applicant complies with any requirements of the Department of Public Works Director, Township Engineering Consultant (SDA), Hartland Deerfield Fire Authority, and all other government agencies, as applicable.

Seconded by Commissioner Mitchell. Motion carried unanimously.

8. **Old and New Business**

- a. 2023 Planning Commission Meeting Calendar

A Motion to approve the 2023 Planning Commission Meeting Calendar was made by Commissioner Grissim and seconded by Commissioner Eckman. Motion carried unanimously.

9. **Call to the Public:**

None

10. **Planner Report:**

None

11. **Committee Reports:**

None

12. **Adjournment:**

A Motion to adjourn was made by Commissioner Mitchell and seconded by Commissioner McMullen. Motion carried unanimously. The meeting was adjourned at approximately 7:48 PM.

Submitted by.



Tom Murphy  
Planning Commission Secretary