

HARTLAND TOWNSHIP PLANNING COMMISSION APPROVED WORK SESSION

MEETING MINUTES

MARCH 14, 2024– 7:00 PM

---

1. **Call to Order:** Chair Fox called the Work Session meeting to order at 7:00 p.m.
2. **Pledge of Allegiance:**
3. **Roll Call and Recognition of Visitors:**  
Present – Commissioners Eckman, Fox, Grissim, Mayer, McMullen, Mitchell, & Murphy  
Absent – None
4. **Approval of the Meeting Agenda:**  
**A Motion to approve the March 14, 2024, Planning Commission Work Session Meeting Agenda was made by Commissioner Grissim and seconded by Commissioner Eckman. Motion carried unanimously.**
5. **Approval of Meeting Minutes:**
  - a. Planning Commission Meeting Minutes of February 22, 2024  
**A Motion to approve the Planning Commission Meeting Minutes of February 22, 2024, was made by Commissioner Mitchell and seconded by Commissioner Murphy. Motion carried unanimously.**
6. **Call to the Public:**
7. **Work Session**
  - a. Discussion of Draft Solar Ordinance.  
The Planning Director gave an overview of the last items in the draft ordinance prepared by the Ordinance Review Committee. The Planning Commission discussed the following items:
    - Requirements for an applicant of a commercial solar energy system to provide the following items: insurance, decommissioning bond, financial security, and annual reports.
    - Commissioners provided their final thoughts and questions were addressed on the draft ordinance.  
**A Motion to initiate an Ordinance Amendment for the solar ordinance was made by Commissioner McMullen and seconded by Commissioner Grissim. A motion carried unanimously.**
  - b. Discussion on Accessory Dwelling Units (ADU).  
The Planning Director gave an overview of accessory dwelling units. The Planning Director also outlined the current regulations and definitions of a dwelling unit. The Planning Commission discussed the following items:
    - Discussion on how much of an improvement or addition to an existing single family structure without it being classified as a second dwelling unit.

- Discussion on an accessory structure and how much could be improved before it would be classified as a separate dwelling unit.
- Discussion on how accessory dwelling units could provide additional options for affordable housing.

**Planning Commission Comments**

The Planning Commission discussed the requirements for an application for accessory dwelling unit and directed the Ordinance Review Committee to further research, discuss, and provide a recommendation to the Planning Commission.

**8. Call to the Public:**

None

**9. Planner Report:**


**10. Committee Reports:**

None

**11. Adjournment:**

**A Motion to adjourn was made by Commissioner Mitchell and seconded by Trustee McMullen. Motion carried unanimously. The meeting was adjourned at approximately 8:29 PM.**

Submitted by.



Tom Murphy  
Planning Commission Secretary