HARTLAND TOWNSHIP BOARD OF TRUSTEES REGULAR MEETING FINAL MINUTES
October 06, 2026 – 7:00 PM

1. Call to Order

The meeting was called to order by Supervisor Fountain at 7:00 p.m.

2. Pledge of Allegiance

3. Roll Call

PRESENT: Supervisor Fountain, Clerk Ciofu, Treasurer Horning, Trustee Lubeski, Trustee McMullen, Trustee O'Connell, Trustee Petrucci
ABSENT : None

Also present were Township Manager Mike Luce and Planning Director Troy Langer.

4. Approval of the Agenda

Move to approve the agenda for the October 6, 2026, Hartland Township Board meeting as presented
Motion made by Trustee O'Connell, Seconded by Trustee Petrucci.
Voting Yea: Supervisor Fountain, Clerk Ciofu, Treasurer Horning, Trustee Lubeski, Trustee McMullen, Trustee O'Connell, Trustee Petrucci
Voting Nay: None

5. Call to the Public

No one came forward.

6. Approval of the Consent Agenda

Move to approve the consent agenda for the October 6, 2026, Hartland Township Board meeting as presented.
Motion made by Clerk Ciofu, Seconded by Treasurer Horning.
Voting Yea: Supervisor Fountain, Clerk Ciofu, Treasurer Horning, Trustee Lubeski, Trustee McMullen, Trustee O'Connell, Trustee Petrucci
Voting Nay; None

a. Approve Payment of Bills
b. Approve Post-Audit Disbursements Between Meetings
c. 09-15-26 Hartland Township Board Meeting Minutes
d. 09-15-26 Hartland Township Board Closed Session Meeting Minutes

7. Pending & New Business

a. Site Plan with Special Land Use Application #26-006 - Request to construct a two-family dwelling in the Village of Hartland (Avon Street)

Supervisor Fountain turned the meeting over to Planning Director Troy Langer who gave a brief overview of the Site Plan Application. Director Langer stated the Applicant was unable to make the meeting tonight, but stated the property is located on Avon Street in the Village just north of Crouse Rd. on the east side of Avon Street. He stated this is vacant property that is zoned Limited Commercial which would allow for a two-family, or duplex, structure but only by Special Permit.

Director Langer gave a brief overview of the Special Permit process stating that it requires a Public Hearing at the Planning Commission (PC) and requires notice to be sent to all property owners within 300 feet of the proposed structure. He stated the PC held the Public Hearing on September 10th and ultimately recommended approval of the Special Use Permit. Director Langer distributed a letter that was received in objection to the Special Use Permit to the Board due to concerns with parking in the Village. He also stated that at the public hearing there were three others that had concerns, two of which thought the site would be more appropriate for commercial development and the third concerned with water runoff and flooding in the area. He then gave a brief overview of the project stating it was a duplex where each unit has a single stall attached garage and is approximately 975 square feet with a 45' driveway that will come out onto Avon Street. The garage and the length of the driveway would comply to our requirements as to parking. He stated there was an issue at the PC regarding a provision in our ordinances regarding setbacks for residential structures in this district, being a 15-foot setback from an adjoining property side property line. The PC determined that this does apply from the north property line but does not apply to the south property line as that is a corner lot and would not necessarily be a side property line. He explained the three options the PC outlined for the applicant that they could do to comply with the 15-foot setback from the north property line. Other than this item, the PC recommended approval. Supervisor Fountain requested clarification of the driveways and Director Langer referred to the site plan in the package to explain the 45' driveway centered in the lot which could park two cars and with the garage parking space would meet the parking requirements. Trustee Petrucci inquired about the patios as to setbacks and Director Langer stated the structures on the plan are 9.5 feet from the side property lines and the patio is 6 feet by 10 feet so the patio would be about 3.5' off the property line. He stated the setbacks in this zoning district are unusual as it does not have specific setbacks, other than the residential setback, so the patio could be paved up to the property line. The issue would be that the applicant would have to downsize the patio width if they choose to move the structure to the south to meet the setback from the north property line. Trustee Petrucci also inquired as to the drainage issue that was discussed at the PC meeting and after a brief discussion it was stated the drainage work that was done with the Crouse Road repaving alleviated the flooding issue for the property south of the applicant's property. Clerk Ciofu stated he did not think a residential structure fits on the east side of Avon Street where all other structures on the east side are businesses, but as long as they are meeting the ordinances he does not see how we can prevent it.

Move to approve Special Land Use Permit and approve Site Plan Application #26-006, proposed two family dwelling on a vacant lot on Avon Street (Tax Parcel ID #4708-16-101-125), as outlined in the staff memorandum dated September 30, 2026.

Motion made by Trustee O'Connell, Seconded by Trustee McMullen.

Voting Yea: Supervisor Fountain, Clerk Ciofu, Treasurer Horning, Trustee Lubeski, Trustee McMullen, Trustee O'Connell, Trustee Petrucci

Voting Nay: None

b. Site Plan Application #26-009 – Amended and Restated Eighth Amendment to Hartland Towne Square Planned Development Agreement

Supervisor Fountain invited the Applicants, Steven Samona and Harvey Weiss to come forward and turned the meeting over to Planning Director Troy Langer. Director Langer stated that Mr. Samona and Mr. Weiss recently acquired the Hartland Towne Square commercial development at the corner of M-59 and US-23. He stated they have been making some improvements to the development already and they have come to the Planning staff, Site Plan Committee, and the Planning Commission (PC) to help them make this development more marketable by proposing some changes to the Planned Development (PD) Agreement. Director Langer stated he would not

get into the technical parts of the proposed changes but gave a brief overview of the topics that are part of the changes and would respond to Board questions. He stated that one of the proposed changes is to permit some additional uses in this development from what is currently permitted in the PD Agreement such as allowing Meijer to have a gas station on their property. There are no other gas stations permitted in the development and Meijer would not be able to have a gas station elsewhere in the development. They are also clarifying the maintenance of the two private roads, Rovey Rd. and Hartland Towne Square Rd. that spell out when the road needs to be maintained what it would look like as far as how it would have to be maintained. They are also proposing eliminating the restriction on the number of drive-thru businesses in the development. Director Langer stated when this development was first designed, they thought they would have more sit-down type restaurants but through COVID there has been a change in the dynamics of sit-down versus drive-through restaurants and they want to eliminate the limitation that was placed on drive-thru restaurants. He stated they are also proposing changes to signage in the development to increase the number of development entry signs at various locations to help further attract businesses that are not directly on M-59. Director Langer stated they have also looked at amendments to the architectural facade that would allow for more flexibility for the larger buildings. He stated buildings under 5000 square feet will still have to comply with the current standards. There was also a proposal with regards to the building heights as the standards in the current PD were capped based on the limitations of our Fire Authority at that time. As the limitation of the Fire Authority no longer exist the Applicants are proposing to increase the maximum height. Director Langer also stated there are provisions in the current PD Agreement that limit the hours for delivery of goods and the Applicant believes it would be unlikely that businesses would be able to comply with the strict letter of those requirements, and they asked to make some adjustments to those hours. Director Langer stated they are also proposing landscape changes to the clock tower and roundabout that have been approved by the PC and have already been started.

Director Langer stated these were the topics that were included in the PD Amendment which requires the PC to make a recommendation and requires the Township Board to make a final determination on the proposed PD Amendment. Trustee O'Connell inquired as to the proposed maximum height and Director Langer stated it was for four story buildings and Mr. Samona stated it would be limited only to the hotels and believed the limit would be 50 feet. Director Langer stated the maximum height is currently at 35 feet, and it would go to 50 feet and would be limited to a couple of outlots directly to the west of Meijer's. Trustee Petrucci stated he was pleased with the amendments, and he is in favor of the increased signage. Supervisor Fountain stated on behalf of the community the improvements that the Applicant have already made to the development are outstanding. Trustee Petrucci also commended the Applicants on their maintenance of the development and their improvements to the landscaping.

Move to approve Site Plan Application #26-009, for the Amended and Restated Eighth Amendment to Hartland Towne Square Planned Development Agreement, as outlined in the staff memorandum dated September 29, 2026.

Motion made by Treasurer Horning, Seconded by Trustee Petrucci.

Voting Yea: Supervisor Fountain, Clerk Ciofu, Treasurer Horning, Trustee Lubeski, Trustee McMullen, Trustee O'Connell, Trustee Petrucci

Voting Nay: None

8. Board Reports

Clerk Ciofu - Provided a brief update on the November 3, 2026, General Election stating we have sent out over 4000 Absentee Voter Ballots and have 388 returned ballots to date which is a 9% return, slightly lower than the statewide numbers that are being published. He stated the State has published

that 27% more Absentee Voter Ballots have been sent out state-wide than the similar General Election in 2022 and that the rate of return is up 30% over the 2022 Election at this time.
Treasurer Horning - Stated this Saturday is the last Farmer's Market of the season and stated South Lyon closed their market, and we have got a lot of their vendors and it is the largest Farmers Market ever as far as the number of vendors. She stated the Farmer's Market is from 9:00 a.m. until 1:00 p.m. at Rural King this Saturday. Supervisor Fountain thanked the Farmer's Market Manager Jenna, as she has put her heart and soul into the Farmer's Market and congratulated her success.
Trustee O'Connell - No report.
Trustee Lubeski - No report
Trustee McMullen - No report
Trustee Petrucci - No report.
Supervisor Fountain - Stated the State of the Community is on October 21, 2026, at 5:00 p.m. at the Hartland Music Hall.

[BRIEF RECESS]

9. Information / Discussion

a. Manager's Report

Manager Luce also commended Mr. Wiess and Mr. Samona on the improvements they have made to their property and stated it has been a pleasant experience for him and staff in working with them. Manager Luce stated the State of the Community will be held on October 21, 2026, at 5:00 p.m. at the Hartland Music Hall. He also stated that there was a Partners in Progress meeting to discuss the State of the Community and that he will be the Emcee for the meeting. He stated we met with our legal counsel, Joe Colaianne, and Steven Burke of MCFI on the letters for the Road Special Assessments that will go out to the residents and stated we have secured the Auditorium at the Hartland Educational Support Service Center for the San Marino subdivision public hearing, probably on the second Board meeting in November. Manager Luce stated that we posted the Treasurers position yesterday and did press releases with WHMI and Livingston Daily Press & Argus. Manager Luce stated Communication Director Melynda Bernardi sent out the survey for the selection of art from the Art Walk that will be displayed in the Township Hall to all of the Board and staff members. He stated the results were compiled and he displayed the winning entries from the Elementary, Intermediate, Middle School, and High School levels. He stated we will be reaching out to the artists to see if we can display the original art or whether we would need to make copies, and we will be inviting the artists to a Board meeting for a presentation. The art will be on display in the Township Hall for one year until the next Art Walk event. Manager Luce gave a brief overview of the NearMap software and the various benefits it has for various departments and stated the County is seeking cooperation from the Townships in the County to get a countywide NearMap subscription. He stated this would save us several thousand dollars, and that we would still have our own individual login and passwords to use the system. This letter agreement will be brought to a future Board meeting.

Manager Luce also stated that they met with Sheetz, Square One, and all of the engineers to inform them where we are at with MDOT and that we will not be holding up their developments. He also explained counters were set on signs in the area and pointed out they were not cameras, they just looked like cameras, but they are just beams that get hit by cars for traffic counts. He did state we did gather data for several weeks when Charyl Stockwell was in school and we are moving forward with this and have had conversations with MDOT regarding the Grant we are seeking. Treasurer Horning stated she heard Sheetz will be tearing down the building in February. Trustee Petrucci

inquired as to the number of units that will be in the Square One project and Manager Luce stated around 167 units. Trustee McMullen stated from a tax perspective she appreciates the fact that Sheetz is a family-owned business that invests in the community and pays their taxes rather than having a franchisee business that does not always have ties to the community. Manager Luce stated the Fire Station Building Committee visited two additional fire stations, in Brighton and Fowlerville, and a brief discussion was held on the pros and cons of these two fire stations. Trustee Lubeski inquired about the Burger King site as the sale sign was taken down and the fence was removed and Manager Luce stated we did get a Site Plan for this property and there is a Site Plan Committee meeting on it tomorrow.

10. Adjournment

Move to adjourn the meeting at 7:50 p.m.
Motion made by Treasurer Horning, Seconded by Trustee McMullen.
Voting Yea: Supervisor Fountain, Clerk Ciofu, Treasurer Horning, Trustee Lubeski, Trustee McMullen, Trustee O'Connell, Trustee Petrucci
Voting Nay; None

Submitted by:

Larry N. Ciofu, Clerk