

HARTLAND TOWNSHIP PLANNING COMMISSION APPROVED MEETING MINUTES

July 14, 2022– 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, Grissim, Mayer, McMullen, Mitchell, Murphy
Absent – LaRose
4. **Approval of the Meeting Agenda:**
A Motion to approve the July 14, 2022 Planning Commission Meeting Agenda was made by Commissioner Mitchell and seconded by Commissioner McMullen. Motion carried unanimously.
5. **Approval of Meeting Minutes:**
 - a. Planning Commission Work Session Meeting Minutes of June 23, 2022
A Motion to approve the Work Session Meeting Minutes of June 23, 2022 was made by Commissioner Grissim and seconded by Commissioner Murphy. Motion carried unanimously.
6. **Livingston County Planning Visit, Kathleen J. Kline-Hudson, Director**
[Discussed later in the meeting]
Livingston County Planning Director Kathleen J. Kline-Hudson introduced herself and new Planning Commissioner Paul Funk. They gave an overview of the issues their office is working with such as Master Plans, Capital Improvement Plans, Zoning Amendments.
 - Livingston Countywide Broadband study and ARPA (American Rescue Plan Act of 2021) funds.
 - High Quality Natural Areas Assessment and GIS mapping.
 - Updating their Five-Year Parks and Open Space Plan.
 - Working with MDOT regarding broader traffic issues including M-59.
7. **Call to the Public:**
None
8. **Public Hearing:**
 - a. **Site Plan/PD Application #22-006, Preliminary Planned Development Site Plan – Hartland Senior Community, a Single-Family Residential Planned Development (PD)** – a request for a single-family residential Planned Development containing thirty-two (32) detached ranch style condominium units. The target buyers are 55-plus years old, without children, and are to be owner occupied

Chair Fox opened the Public Hearing at 7:04 PM stating all public notice requirements for the Public Hearing have been met.

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

- Located east of Arena Drive, north of Highland Road, and north of Bella Vita Senior Living.
- Planned Development process involves three levels of review by both the Planning Commission and Township Board: Conceptual (comments only), Preliminary and Final. This request is in the Preliminary phase.

Representing the Applicant, Khurram Baig, of Baig Development, Steve Peck of Epcon Communities of Ohio introduced himself and stated the following:

- 55+ Senior Community
- 32 detached single-family units
- Solid surface with some masonry
- Did come to an agreement with the hockey arena regarding the secondary access since the previous meeting.

Mr. Baig reiterated he feels there is a need for this product in Hartland as fifty-five percent (55%) of the population is fifty-five or older.

CALL TO PUBLIC:

None

Chair Fox closed the Public Hearing at 7:15 PM

Chair Fox referred to the staff memorandum dated July 7, 2022

1. **Recognizable Benefits** - The planned development shall result in a recognizable and substantial benefit to the ultimate uses of the project and to the community and shall result in a higher quality of development than could be achieved under conventional zoning. The Planning Commission had no additional comments as to the benefits proposed in the letter, provided by the Applicant dated June 1, 2022.
2. **Minimum Size** – requesting a waiver from the twenty acre size minimum. The Planning Commission had no additional comments.
3. **Use of Public Services** - Commissioner Mayer asked about the location of the sanitary sewer tap. The Applicant stated they have rights to an easement for water and sewer within the right Bella Vita Drive right-of-way and they have been told there is already a stub. There will be a lift station. Commissioner Mayer summarized they intend to install 1192 feet of force main and a lift station. The Applicant confirmed and stated they will use directional boring.
4. **Compatibility with Comprehensive Plan** – The Planning Commission had no additional comments.
5. **Unified Control** - Planning Commission had no additional comments.

Planned Development Design Standards (Section 3.1.18.C.)

1. **Permitted Uses** - The proposed use, a single-family residential development appears to be an acceptable use of the site and is consistent with the FLUM designation. The Planning Commission had no additional comments.
2. **Residential Density.** Thirty-two (32) units requested. Could have asked for 108 with the bonus density. A density bonus is not being considered for this PD project. The Planning Commission had no additional comments.
3. **Design Details** – will be addressed later in this discussion.

4. Minimum Yard Requirements

Director Langer stated the following:

- Generated some discussion at the Concept Review.
- Site Plan shows building envelopes; all house plans are designed to fit within the building envelopes.
- Minimum PD Standard is forty (40) feet along perimeter: the PD process allows for variations from those, and these are ten (10) and twenty (20) feet, and fifteen (15) along the internal roadway but are significantly larger to the north. In summary the units are tighter on the front, east and west sides but much bigger to the north.

The Planning Commission had no additional comments.

5. Distances Between Buildings

Director Langer stated during the Conceptual Review the units were closer together and the Fire Authority expressed some concern about the distance. The Applicant has worked with the Fire Authority to space the structures farther apart, fifteen (15) feet as opposed the earlier ten (10) feet and agreed to use certain fire retardant materials as well as finalizing the secondary emergency access.

Commissioner Murphy asked if the building envelopes include the roof overhangs. The Applicant stated it is exterior wall to wall. The Building Code is ten (10) feet, so they exceed that requirement and are providing more fire retardant exterior finishes.

6. **Building Height** - The one-story structures comply with this regulation. The mean building height is approximately fifteen (15) feet. The Planning Commission had no additional comments.
7. **Parking and Loading** - Each unit has an attached 2-stall garage, plus a 16-foot-wide driveway that is 20 feet long as measured from the house to the leading edge of the public/common sidewalk. The Planning Commission had no additional comments.
8. **Landscaping** – will be discussed later.
9. **Open Space**
Director Langer stated the following:
 - The Applicant provided an Open Space Plan.
 - Minimum of twenty-five percent (25%) for residential condominium units broken into two (2) types of open space: usable and regular (undefined) open space.

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- Green area with dots indicates usable open space, plain green is regular open space.
- Open Space Plan states the proposed open space is approximately 6.26 acres, or 65% of the PD; and 5.34 acres as useable open space, or 56% of the site.

10. Natural Features

Director Langer stated the northeastern portion of the site has a 100-year Flood Zone as well as regulated wetland as part of Ore Creek. The Applicants intend to leave that as natural area for the most part but have proposed a trail.

Commissioner Mayer asked if the area encircled by the nature trail is the area intended to be left untouched. The Applicant stated they will only grade where they have to in that area to create the detention basin.

11. Sidewalks and Pedestrian Access

Director Langer stated the development has 5-foot-wide sidewalk on both sides of each private road within the development. Also, there is a 5-foot-wide mulched pedestrian trail shown. The trail starts from a sidewalk located between Units 19 and 28 and follows the edge of the wetland in the northeast corner, then travels around the northern edge of the detention basin in the northwest, and loops back to the starting point (sidewalk).

Commissioner Grissim asked about the sidewalk connecting to along M-59. Director Langer stated there is no continuation of sidewalk at that location in front of Bella Vita, it was not required at the time, so it would essentially be a sidewalk to nowhere. Chair Fox stated originally there was the potential for a second Bella Vita-like facility behind the first, so no sidewalks were required at that time.

Commissioner Murphy stated he would like to see it connect to M-59 to further the walkable community plan. Now there is retail in the front. It would be a recognizable benefit.

Commissioner Grissim clarified the memory care patients are given an enclosed area to walk, but the others can walk freely within the community. Walking down the road is not ideal. She does not want to miss these opportunities if they can avoid it as walkability is a goal.

Commissioner Mayer agreed with both.

The Applicant stated if we were to extend it to our property boundary, it would not go anywhere beyond that point. It would have to be extended down Bella Vita Drive all the way to M-59 for it to be usable or worth doing. Their development is intended to be walkable within.

The Planning Commission discussed sidewalks and walkability. The Planning Commission agreed to not require a connection to the edge of the property south toward M-59 but that they would try to be more aware of this issue with future developments.

Requirements for Preliminary Review (Section 3.1.18.E.ii)

1. Sewer and Water

The Planning Commission had no further comments.

2. Stormwater and Drainage Systems

Director Langer stated the Township Engineers, and the County Drain Commissioner's Office will review the storm water plans which is generally handled at the construction phase. Chair Fox stated it will meet the standards or be revised until it does. The Applicant stated there is

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plenty of room for the detention basin and has been designed to the County standards. The Planning Commission had no further comments.

3. Traffic Impacts

Chair Fox stated MDOT has reviewed the plans and has no concerns with traffic generated by the proposed development as related to the intersection of Bella Vita Drive and Highland Road. The Planning Commission had no further comments.

4. Vehicular Circulation

Director Langer stated the following:

- Bella Vita Drive extends into the development in a somewhat circular pattern.
- There is a gated emergency access connected to the ice arena property; full-time traffic will not be permitted to pass through. It will serve as access for both properties in case of an emergency where standard access is not available.

Commissioner Murphy asked if it will be signed “no parking.” Director Langer stated it will. The Planning Commission had no further comments.

5. Fiscal Impacts – Chair Fox stated the applicant has provided a response to this topic in the letter dated June 1, 2022. The Planning Commission had no further comments.

Landscaping (Section 5.11)

A. Canopy trees along Internal Roadways (Sec. 5.11.2.C.ii.)

Commissioner Grissim stated the following:

- Canopy trees 35 feet on center with at least one on each lot.
- On the sides where there are no driveways, try to get the tree spacing closer to 35 feet on center.
- Really appreciate the placement of the utilities to allow for the street trees.

B. Buffering or Screening (Sec. 5.11.2.G.i)

Commissioner Grissim stated the following:

- There are many nice trees on the site, and it is understood that you are trying to preserve as many as possible, especially on the west side and near the basin.
- Thrilled that the homes are clustered to preserve so much of the natural area and existing trees, but the look needs to be tied together so everyone wins. The Applicant stated the basin will not be visible from most of the sidewalks and homes.
- Screening on the east side is pretty tight; she is not sure there is room for spruce or pine trees. She encouraged them to think about that more selectively. It may need to be a more informal mix as everything is natural there, with a few canopy trees to blend with what is already there.

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

Commissioner Grissim suggested they try to meet the canopy tree requirements for that area to fill in some of what will be removed in order to blend in. Will not require ground cover or shrubs, just field grass or whatever is being done that will blend in with the natural. The Applicant agreed.

D. Requirements for Single Family Residential Districts (Sec. 5.11.6.B.) - A typical landscape plan is provided for these areas.

Other site details

Irrigation

Chair Fox stated per the applicant irrigation will be provided for landscaping around the monument/entrance sign to the development. Each homeowner will be responsible for maintaining landscaping around their unit.

Monument Sign

Director Langer stated normally signs are subject to the regular sign ordinance requirements, but in this case, with respect to the location, the Planning Commission must approve the sign part of the Preliminary Site Plan. Normally a sign is required to be setback ten (10) feet from the road right-of-way, but in this location it must be in the right-of-way. The sign requires a separate permit which will be reviewed administratively. The Planning Commission agreed.

Commissioner Murphy asked about a standard setback from the road. Director Langer replied once you are in the right-of-way, the standard cannot apply. Commissioner Murphy wondered what is reasonable around it given the location and suggested the Applicant be aware of potential snow accumulation around the sign.

Commissioner Mayer asked about the pump station screening and asked if it is underground. The Applicant stated there are manholes, a pad, a meter and a pole; not a physical building or structure. They are working on the design; if it needs to be screened with landscaping, they will do it.

Lighting

Street lighting is not proposed. The architectural plans show decorative light fixtures as exterior lighting for the house.

Architecture/Building Materials (Sec. 5.24)

Director Langer showed one example and displayed the brochure. Chair Fox added cement board siding, cultured stone and windows make up the exterior elements to the units.

Chair Fox asked if the Applicant had any questions regarding the other agency review letters. The Applicant replied they have drafted response letters and indicated their intent.

Commissioner Mitchell offered the following Motion:

Approval and recommend approval of Site Plan/PD Application #22-006, the Preliminary Planned Development Site Plan for Hartland Senior Community, subject to the following conditions:

- 1. The Preliminary Planned Development Site Plan for Hartland Senior Community, SP PD #22-006, is subject to the approval of the Township Board.**
- 2. Waiver request on the minimum lot size requirement for a planned development, being less than 20 acres, is approved.**
- 3. As part of the Final Plan Review, the applicant shall secure an ingress-egress easement agreement for the proposed access drive connection to the adjacent property to the west (Hartland Sports Center, at 2755 Arena Drive), and the document shall be in a recordable**

format. In the event the applicant is not able to reach an agreement with the adjacent property owner for said access drive connection, the applicant shall install their portion of the emergency access drive on the planned development property and provide applicable easement documents that are to be properly executed and recorded.

- 4. The applicant shall adequately address the outstanding items noted in the Planning Department's memorandums, dated July 7, 2022, on the Construction Plan set, subject to an administrative review by Planning staff prior to the issuance of a land use permit.**
- 5. Applicant complies with any requirements of the Township Engineering Consultant, Department of Public Works Director, Hartland Deerfield Fire Authority, and all other government agencies, as applicable.**

Seconded by Commissioner Murphy. Motion carried unanimously.

9. Call to the Public:

- Joe Fleischman, Hartland Township stated the following:
- His property is to the north.
- Expressed concern about dewatering and the detention basin.
- Ice arena detention pond is not sufficient, so the overflow runs into Ore Creek.
- Feels it is important to watch the runoff.
- Did not like the V8 diesel dewatering system used in the previous construction of the ice arena.

10. Planner Report:

Director Langer reported the following:

- Changes to Dairy Queen building elevations, now will be located in the single tenant building and some windows will be removed to accommodate their floor plan. There may be changes to Unit 1 in the future depending on who the tenant will be. The Planning Commission briefly discussed the orientation of the proposed buildings.
- July 28, 2022 Planning Commission will be canceled.
- The Landscape Ordinance Public Hearing will at the August 11, 2022 meeting.

11. Committee Reports:

Commissioner Murphy inquired as to the status of the Phragmites invasive species removal near Spranger Field. Director Langer stated he would find the information and follow up.

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 8:20 PM.

Respectfully submitted,

Carol L. Morganroth
Recording Secretary