

HARTLAND TOWNSHIP PLANNING COMMISSION APPROVED REGULAR MEETING MINUTES

July 8, 2021 – 7:00 p.m.

1. **Call to Order:** Chair Fox called the meeting to order at approximately 7:00 p.m.
2. **Pledge of Allegiance:**
3. **Roll Call and Recognition of Visitors:**
Present – Commissioners Fox, Grissim, McMullen, Mitchell, Murphy, Voight
Absent – Commissioner LaRose
4. **Approval of the Agenda:**
A Motion to approve the July 8, 2021 Planning Commission Regular Meeting Agenda was made by Commissioner Mitchell and seconded by Commissioner Murphy. Motion carried unanimously.
5. **Approval of Meeting Minutes:**
 - a. **Planning Commission Minutes of May 13, 2021**
A Motion to approve the May 13, 2021 Planning Commission Regular Meeting Minutes was made by Commissioner Grissim and seconded by Commissioner Voight. Motion carried unanimously.
 - b. **Planning Commission Minutes of May 27, 2021**
A Motion to approve the May 27, 2021 Planning Commission Regular Meeting Minutes was made by Commissioner Grissim and seconded by Commissioner Mitchell. Motion carried unanimously.
6. **Call to Public:**
None
7. **Old and New Business:**
 - a. **Site Plan #21-010 Private Shared Driveway (Mitchell)** a request to approve the construction of a private shared driveway which is intended to serve two (2) single-family residential lots, currently addressed as 12102 Dunham Road.

Director Langer summarized the location and scope of the request stating the following:

- Zoned CA Conservation Agriculture.
- Applicant intends to divide the property into four parcels.
- Livingston County Road Commission (LCRC) will not approve, or issue separate driveway permits for Parcel C and Parcel D due to site distance issues on Dunham Road.
- Shared driveway requires Planning Commission approval.

Wayne Perry of Desine Inc., representing the property owners, stated it is simply the proximity of the hill on Dunham Road which precludes the property owner's from have their own driveway at this location; otherwise, they are completely conforming parcels.

The Planning Commission reviewed the staff memorandum dated July 1, 2021.

Section 5.23.4.B.xii. requires proposed public and private utility locations. Mr. Perry stated usually a shared driveway request is due to a parcel not having road frontage with the accompanying utility easements. This is not the case for this request.

Section 5.23.4.C. requires a construction cost estimate. Director Langer explained a cost estimate helps establish the Developer Account dollar amount that will be requested as part of the inspection process by HRC following the application of a Land Use Permit.

Commissioner Grissim offered the following Motion:

Move to approve Site Plan Application #21-010, a request to construct a private shared driveway which is intended to provide access to two (2) single-family residential lots, which will be created under a separate land division application.

Approval is subject to the following conditions:

- 1. The applicant shall adequately address the outstanding items noted in the Planning Department's memorandum, dated July 1, 2021.**
- 2. Applicant complies with any requirements of the Department of Public Works Director, Township Engineering Consultant, Hartland Deerfield Fire Authority, and any other governmental agency.**
- 3. Approval of the proposed shared driveway does not include approval of any future land divisions.**
- 4. The proposed easement maintenance agreement shall comply with the requirements of the Township Attorney.**

Seconded by Commissioner Voight.

Director Langer corrected a typographical error in the case number for clarification.

Motion carried unanimously.

b. Site Plan #21-009 (Heritage Meadows PDMDR– Amendment to SP #225 for lot coverage standard)

Director Langer summarized the location and scope of the request stating the following:

- Located north of Highland Road, east of Clark Road.
- Approved as part of a Planned Development.
- Modifying lot coverage limitation from twenty percent (20%) to thirty percent (30%).
- Similar request to some other developments that came before the Planning Commission in the recent past.

Danielle Langenbruch, President of Heritage Meadows Association; Renee Lounsberry, Vice-president of Heritage Meadows Association introduced themselves and stated the following:

- Previous HOA Board contacted by Planning staff.
- More recently some property owners wanted to make property improvements but could not.
- Generally calculated, 66 of the 84 homes may be over the twenty percent (20%) limitation which is why they are bringing this request.

Chair Fox summarized other developments previous requests for a similar issue.

Commissioner Voight offered the following Motion:

Move to approve Site Plan Application #21-009, a request to amend the approved site plan for Heritage Meadows PDMDR (SP #225) to amend the maximum lot coverage from twenty percent (20%) to thirty percent (30%). Approval is subject to the following conditions:

- 1. The applicant shall adequately address the outstanding items noted in the Planning Department's memorandum, dated July 1, 2021.**
- 2. Applicant complies with any requirements of the Department of Public Works Director and Hartland Deerfield Fire Authority and all other government agencies, as applicable.**

Seconded by Commissioner Mitchell. Motion carried unanimously.

c. Site Plan #21-011 – Hartland Senior Living Planned Development/PIRHL (PD) Final Plan

Director Langer summarized the location and scope of the request stating the following:

- Located between Bullard Road and Fenton Road, north of Highland Road (M-59).
- Completed Conceptual and Preliminary reviews before both the Planning Commission and the Township Board.
- A hybrid of senior apartments and assisted living.
- Included possible future interior uses if there is a change in the market.
- Possible interconnection proposed for the future.

Kevin Brown, VP of Development PIRHL, the Applicant, shared his presentation.

The Planning Commission discussed the Hartland Senior Planned Development Agreement Outline Draft.

Director Langer recommended the section related to signage be revised or eliminated if, for some reason, the sign regulations change, they would not be locked into this set of parameters for signage.

Director Langer stated in the Final Plan, some of the landscaping has been modified as requested at the Preliminary Review.

Director Langer stated it is typically beneficial for both properties when developed to have interconnection. If an agreement cannot be agreed upon, the Township has required PIHRL to pave an access up to the property line which would be completed when the neighboring property makes changes to their site. Commissioner Murphy asked if the Fire Department was satisfied with this arrangement. Director Langer stated they were.

Commissioner Voight stated he is very pleased with the roofline variations on the façade plan and the general design of the building. Chair Fox agreed as did other members of the Planning Commission.

Commissioner Mitchell offered the following Motion:

Move to recommend approval of Site Plan Application #21-011, the Final Planned Development Site Plan for Hartland Senior Living Planned Development, subject to the following conditions:

1. The Final Planned Development Site Plan for Hartland Senior Living Planned Development, SP PD #21-011, is subject to the approval of the Township Board.
2. Final approval of the Hartland Senior Living Planned Development (SP PD #21-011) shall require an amendment to the Zoning Ordinance to revise the zoning map and designate the subject properties as PD (Planned Development). The subject properties, which constitute the planned development project area (17.91 acres total), and which are to be rezoned to PD, are as follows:
 - a. Tax Parcel ID #4708-23-300-025 (13.71 acres in size); currently zoned CA (Conservation Agricultural)
 - b. Tax Parcel ID #4708-23-300-026 (2.00 acres in size); currently zoned OS (Office Service)
 - c. Tax parcel ID #4708-23-300-027 (2.22 acres in size); currently zoned OS (Office Service)
3. The applicant shall adequately address the outstanding items noted in the Planning Department's memorandum, dated July 1, 2021, on the Construction Plan set, subject to an administrative review by Planning staff prior to the issuance of a land use permit.
4. The Planned Development Agreement and any easements shall comply with the requirements of the Township Attorney.
5. Municipal water shall be available for this development. In the event that municipal water is not available for this project, the developer shall re-submit plans to be approved by the Planning Commission and Township Board that provide an acceptable water source.
6. The applicant shall apply for and secure all applicable approvals and permits from the Michigan Department of Transportation prior to the issuance of a land use permit for the project.
7. Applicant complies with any requirements of the Township Engineering Consultant, Department of Public Works Director, Hartland Deerfield Fire Authority, and all other governmental agencies, as applicable.

Seconded by Commissioner Murphy. Motion carried unanimously.

8. **Call to Public:**

None

9. **Planner's Report:**

None

10. **Committee Reports:**

None

11. Adjournment:

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

Submitted by,

A handwritten signature in black ink that reads "Keith R. Voight". The signature is written in a cursive style with a horizontal line extending from the end of the name.

**Keith Voight,
Planning Commission Secretary**