

HARTLAND TOWNSHIP PLANNING COMMISSION REGULAR MEETING APPROVED MINUTES  
November 7, 2019 – 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, Mitchell, Murphy, Voight

Absent – Newsom, Colaianne

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

**A Motion to approve the November 7, 2019 Planning Commission Meeting Agenda was made by Commissioner Grissim and seconded by Commissioner Mitchell. Motion carried unanimously.**

5. **Approval of Meeting Minutes**

a. Planning Commission - Regular Meeting – September 26, 2019

**A Motion to approve the Meeting Minutes of September 26, 2019 was made by Commissioner Mitchell and seconded by Commissioner Voight. Motion carried unanimously.**

6. **Call to the Public**

None

7. **Old and New Business:**

a. **Site Plan #19-009 Burger King Remodel**

**Director Langer summarized the request and location stating the following:**

- Request to renovate/reface the building; remove the glass atrium, mansard roof, parapet walls; modify the entrance and paint/repair the brick.
- Site Plan Review committee has seen the project.
- Painted brick is typically not allowed but as it is existing, it will be permitted.
- Site changes are minimal; repairing concrete, adding additional landscaping.
- Footprint will be slightly smaller without the glass atrium.

The Applicant's representative, Matthew Pisko, introduced himself and stated the following:

- Existing elevation is quite outdated.
- Methods have been tested in other areas.
- Reasonable, long lasting fix.
- All lighting will be compliant.
- The walls will be extended to screen the rooftop HVAC equipment.
- Drawings will be modified for the construction set.

Chair Fox reviewed to the staff letter.

Chair Fox asked if the Landscape Plan and façade change would be modified on the construction set. The Applicant stated they would. The Planning Commission had no comments.

Chair Fox stated the landscaping is not being totally replaced but is being enhanced or augmented with additional items. The Applicant confirmed.

Commissioner Grissim asked if they would be replacing the hedge along Blaine Road to screen the parking. The Applicant stated they would.

Chair Fox asked if a separate page of lighting fixtures will be provided. The Applicant stated he had already given one to staff.

Chair Fox mentioned the corrections were needed on the construction plans to match the products listed on the color renderings. The Applicant stated they would make that change.

Chair Fox asked for comments regarding painting the brick. He stated they are leaving most of the brick and intend to patch and repair missing or damaged areas. The Applicant stated they can match the exact size so the look will be uniform. Chair Fox stated other stores have used this method. The Applicant added they have with great success; if these materials work in the store in Minot, North Dakota, they should work here.

Chair Fox inquired about the parapet walls on the roof. The Applicant stated the following:

- Must be raised enough to screen the rooftop units.
- Will be proportional and not look odd.
- The stone will always be higher than the parapet walls.

The Planning Commission briefly discussed the revisions to the roof line and parapet walls.

Commissioner Murphy asked if the screening is on all sides. The Applicant stated it is.

Chair Fox mentioned the set of façade plans was not able to be updated in time for the meeting. They are trying to understand what it will look like. The changes will be shown on the construction plan and reviewed by staff prior to issuance of a Land Use Permit. The revisions need to show that the rooftop equipment is screened on all four sides. The Applicant stated they can comply.

Commissioner Grissim asked if, with the anticipated height increase to screen equipment, they would still be well below height requirements. Director Langer confirmed.

Director Langer stated for an unknown reason, there is a gap in the sidewalk along Blaine Road that will need to be completed at some point. If not added in this phase of the project, it must happen when they make changes to the drive-through.

Commissioner Murphy stated he would like to see that as part of this phase of the project.

The Applicant stated it could be added as a condition.

Commissioner Voight stated he would like to get it on record that it will be completed understanding an extension for the sidewalk work could be granted when the Applicant returns for the next phase.

Commissioner Mitchell agreed stating he would like to have it on record as part of this phase but would be satisfied as long as it is completed at the end of the next phase.

Commissioner Murphy stated he would prefer the work be done as part of this phase as we do not know when the next phase might happen. Not having that connectivity is a safety issue.

Commissioner Voight stated it is a goal to have sidewalks from property line to property line.

The Applicant stated he is unsure of how this situation happened.

The Planning Commission briefly discussed the history of the road improvements and the topography at that location.

The Applicant stated they will look at the constructability, cross slopes and accessibility. He sees no objection.

Commissioner Murphy asked if there are currently outdoor coolers on the site. The Applicant stated there may have been at one time, but they have been fully incorporated into the architecture at this time.

Director Langer mentioned the existing pylon sign is non-conforming and will have to be completely replaced and relocated during the next phase. A reface would be allowed with the understanding it must be brought into conformance during the site improvement phase. The Applicant stated he is hoping that can be done at the next phase. Chair Fox stated as it is one of the oldest signs in the area, they look forward to seeing it updated.

Commissioner Murphy asked about the drive-through. Chair Fox stated it is planned for the next phase.

Chair Fox asked if Burger King uses the double drive-through. The Applicant stated they do when appropriate. They are very anxious to move forward on the façade update and are aware the approvals for signage and site changes will take more time to go through the process. Those updates are important to them as well.

**Commissioner Murphy offered the following Motion:**

**Move to approve Site Plan Application #19-009, a request to amend the original site plan and remodel the existing Burger King building at 10382 Highland Road. The renovations include changes to the architecture of the building, new façade finishes on the building's exterior, and installation of additional landscaping on the site. Approval is subject to the following conditions:**

- 1. The applicant shall adequately address the outstanding items noted in the Planning Department's memorandum, dated October 31, 2019, on the**

**Construction Plan set, subject to an administrative review by the Planning staff prior to the issuance of a land use permit.**

- 2. The building elevations shall be revised to show the parapet wall being extended, in a similar manner to the current building elevation plans, and on all four (4) sides) to sufficiently screen all rooftop equipment in compliance with the Zoning Ordinance.**
- 3. Applicant complies with any requirements of the Department of Public Works Director and Hartland Deerfield Fire Authority and all other government agencies, as applicable.**
- 4. The Applicant shall install the sidewalk where it terminates at Blaine Road to the entrance.**

**Seconded by Commissioner Mitchell. Motion carried unanimously.**

**8. Call to the Public**

None

**9. Planner Report:**

Director Langer reported the following he will bring the revised elevations to the next Planning Commission meeting.

**10. Committee Reports:**

None

**11. Adjournment:**

**A Motion to adjourn was made by Commissioner Voight and seconded by Commissioner Murphy. Motion carried unanimously. The meeting was adjourned at approximately 7:34 PM.**

**Submitted by,**



**Keith Voight,  
Planning Commission Secretary**