

HARTLAND TOWNSHIP PLANNING COMMISSION APPROVED SPECIAL MEETING MINUTES

January 7, 2021 – 7:00 PM

This meeting was held via video conference in compliance with the Department of Health and Human Resources Emergency Order of December 7, 2020 under MCL 333.2253

1. **Call to Order:** Chair Fox called the meeting to order at 7:10 p.m.

2. **Pledge of Allegiance:**

3. **Roll Call and Recognition of Visitors:**

Present – Commissioners Fox (via video from Deerfield Township, MI), Grissim (Hartland Township, MI), LaRose (Hartland Township, MI), McMullen (Hartland Township, MI), Mitchell (Hartland Township, MI), Murphy (Hartland Township, MI), Voight (Hartland Township, MI)

Absent – None

Also present Planning Director Troy Langer and Hartland Township Project Coordinator Andrew Kumar

4. **2021 Annual Planning Commission Organizational Meeting**

a. Hartland Township Planning Commission Rules and Procedures (By-Laws)

Director Langer stated the amendment is the addition of a third member to the Site Plan Review Committee.

Commissioner Grissim offered a Motion to affirm the By-Laws as presented. Seconded by Commissioner Voight. Motion carried unanimously.

b. Election of Officers

Commissioner Mitchell offered a Motion to re-elect the same officers as 2020: Chair Larry Fox, Vice-Chair Michael Mitchell, Secretary Keith Voight. Seconded by Commissioner LaRose. Motion carried unanimously.

c. Committee Appointments

Chair Fox made the following Committee Appointments:

Ordinance Review Committee: Grissim, Murphy, Voight

Site Plan Review Committee: Fox, Voight, LaRose

Chair Fox also stated Michael Mitchell has been re-appointed as the Planning Commission representative to the Zoning Board of Appeals.

Chair Fox stated following the joint meeting of the Township Board and Planning Commission to discuss the Master Plan/Comprehensive Plan, he anticipates the creation of a short-term Master Plan Review Committee.

5. Approval of the Meeting Agenda:

A Motion to approve the January 7, 2021 Planning Commission Special Meeting Agenda was made by Commissioner Voight and seconded by Commissioner Murphy. Motion carried unanimously.

6. Approval of Meeting Minutes:

a. Planning Commission Meeting Minutes of September 24, 2020

A Motion to approve the Meeting Minutes of September 24, 2020 was made by Commissioner Grissim and seconded by Commissioner Mitchell. Motion carried unanimously.

b. Planning Commission Meeting Minutes of October 8, 2020

A Motion to approve the Meeting Minutes of October 8, 2020 was made by Commissioner Voight and seconded by Commissioner Murphy. Motion carried unanimously.

7. Call to the Public:

None

8. Old and New Business:

a. 2021 Planning Commission Calendar

Director Langer summarized the calendar.

A Motion to approve the 2021 Planning Commission Meeting Calendar was made by Commissioner LaRose and seconded by Commissioner Mitchell. Motion carried unanimously.

9. Call to the Public:

None

10. Planner Report:

Director Langer reported the following:

- Director Langer stated there is training available for Planning Commissioners.

11. Committee Reports:

Commissioner Voight asked if the information on the Planning Commission contact list is correct. The Planning Commission briefly discussed the contact list and requested the Director have the list sent again.

Commissioner Voight asked if the January 14, 2021 Planning Commission Meeting would in person or virtual. Director Langer replied it will be virtual as we are still under the Emergency Order until January 15, 2021.

Chair Fox welcomed Commissioner McMullen to the Planning Commission.

12. Adjournment:

A Motion to adjourn was made by Commissioner Mitchell and seconded by Commissioner Murphy. Motion carried unanimously. The meeting was adjourned at approximately 7:27 PM.

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Submitted by,

A handwritten signature in black ink that reads "Keith R. Voight". The signature is written in a cursive style with a large, stylized "V" at the end.

**Keith Voight,
Planning Commission Secretary**