

## HARTLAND TOWNSHIP PLANNING COMMISSION APPROVED MEETING MINUTES

October 13, 2022– 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, Mayer, McMullen, Mitchell, Eckman  
Absent – Commissioner Murphy
4. **Approval of the Meeting Agenda:**  
A Motion to approve the October 13, 2022 Planning Commission Meeting Agenda was made by Commissioner Mitchell. Seconded by Commissioner McMullen. Motion carried unanimously
5. **Approval of Meeting Minutes:**  
None
6. **Call to the Public:**  
None
7. **Old and New Business**
  - a. Site Plan Application #22-013 HAYAA Pavilion and Shed at Spranger Field

Chair Fox referred to the staff memorandum dated October 6, 2022

### **Architecture / Building Materials (Sec. 5.24)**

Director Langer stated the following:

- Open air pavilion.
- Metal sided on all four sides.
- Roof system either asphalt shingles or ribbed metal.
- HAYAA funded project.

The Planning Commission discussed the building materials and had the following concerns:

- Disappointed in the appearance. The other pavilions in the other Township parks used different materials and are nice looking.
- Asphalt shingles preferred.
- Concerns about ADA accessibility.
- Someone should go on record as being the architect to ensure it is built properly. Concerned about the uplift on the roof.
- Would need a building permit from Livingston County and meet the Building Code.
- Would prefer to see neutral colors at the very least.
- Concerned about impact from softball/baseball activities.

- Would like the siding material to be as close as possible to the existing building.

Commissioner Mitchell asked Commission McMullen if HAYAA approached the Township to seek additional funds for the project. Commissioner McMullen is not aware of such a request.

Generally, the Planning Commission supports the project but would like to see a shingled roof and better quality materials.

Commissioner Mitchell asked if this request would come before the Township Board for their approval. Director Langer stated the Board has approved HAYAA to be on the property and for the project to be submitted to the Planning Commission.

Commissioner Mayer commented the plans show Visqueen underneath the slab. They do not need Visqueen and that will save them \$400.

Commissioner Grissim expressed concern about the size of the support posts stating they look out of proportion.

**Commissioner Grissim offered the following Motion:**

**Move to approve Site Plan Application #22-013 a request to construct an open-sided pavilion with an attached storage shed at Spranger Field, 3191 Hartland Road. 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 6, 2022, on the Construction Plan set, subject to an administrative review by the Planning staff prior to the issuance of a land use permit.
2. Applicant complies with any requirements of the Department of Public Works Director, Township Engineering Consultant, and Hartland Deerfield Fire Authority Fire Marshal.
3. The proposed structure shall be constructed with a color that complies with the Township Zoning Ordinance; and shall be approved administratively by staff with a land use permit.
4. We request consideration of the comments from the Planning Commission meeting concerning ADA access, for the colors to blend harmoniously with the existing structures, asphalt shingles be used, be compliant with the structural design standards in the Michigan Building Code, and to improve the aesthetics of the structure realizing the location is essentially a gateway to the community.

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

- b. Site Plan Application #22-012 Restaurant with Pick-Up Window (Hartland Towne Square Planned Development)

The Applicant, Kenneth Hicks, Jr., introduced himself.

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

- Located in Hartland Towne Square Planned Development between the proposed Buffalo Wild Wings and existing Panda Express.

- Access from Hartland Square Drive with internal service drives to Panda Express and to the future Buffalo Wild Wings.
- Proposing outdoor seating.
- Pick up window only, not a drive through with a menu board.
- Site Plan approval only; Township Board approval is not required.
- Property recently gained approval to divide the property via the condominium act and will own the property.

The Applicant confirmed the drive up window is not the same as a drive through window and does not require any stacking lanes or the noise of a menu board.

Chair Fox referred to the staff memorandum dated October 6, 2022.

**Loading (Per approved Pattern Book – Page 41)**

Director Langer stated the following:

- Loading is an issue the Planning Commission has wrestled with for quite some time.
- Traditionally an extra space on the site plan is required specifically for loading.
- What has been observed is the supply truck does not show up at a peak time for the business or restaurant; they usually show up early and do not require additional space.
- Typically, the Planning Commission has chosen to work with the applicants rather than requiring more asphalt that will most likely not be used for the intended purpose.

**Dumpster Enclosure (Per approved Pattern Book – Page 41)**

Director Langer stated the following:

- Planning staff has been working with the Applicant regarding building materials.
- Materials in the packet have not yet been updated.
- Revised drawings of the dumpster enclosure, using brick to match the building, will be required on the Construction set of plans.

**Outdoor Eating Areas (Per approved Pattern Book – Section 3.6, Pages 39-41; Planned Development Agreement, Section 3.1.15; and Section 4.47 of Zoning Ordinance)**

Chair Fox mentioned the details for capacity and screening will be submitted as part of the construction plans.

**Lighting (Per approved Pattern Book – Pages 23 and 44 and Section 5.13 of Zoning Ordinance)**

Average Illumination Levels

Director Langer mentioned Sheet ESP1 should be revised to state the average illumination at the main driveway correct as part of the Construction set of plans.

Fixture Type

Director Langer stated the revised photometric plan and cut sheet for the wall-mounted light fixture shall be submitted with the Construction set of plans.

**Landscaping (Per approved Pattern Book – Pages 10, 42, 43, and 44 as well as approved Final Plan/Landscape Plan for Development Area ‘E’, for reference of existing plant materials)**

Parking Lot Landscaping

Commissioner Grissim stated the following:

- On the north side of the building is unclear on the Landscape Plan. Something should be added to soften the back side of the building; trees or minimal lawn for easy maintenance.
- To the south, on the parking lot islands, grass or lawn should be provided to avoid large areas of mulch.
- For survivability, the shrubs hugging the curb should be moved closer to the parking spots to avoid damage from road salt.

The Applicant clarified the four rectangles shown are directional signs.

#### Irrigation

Chair Fox mentioned the Landscape plans area to be revised to state an irrigation system is provided, on the Construction set of plans.

#### **Architecture / Building Materials (Per approved Pattern Book, Pages 24, and 36-38)**

Director Langer reiterated the applicant intends to use clay brick in place of Founders Block, using approximately the same percentage of brick on each elevation as listed for Founders Block.

The Planning Commission viewed the elevations and briefly discussed the north side of the building.

Commissioner Mayer asked if there will be a connection to the west. Director Langer stated there will. The Applicant will work with Buffalo Wild Wings and show the connection on the construction plans.

Commissioner Mayer also mentioned the civil and architectural drawings are different in regard to the ADA compliant parking spots.

#### **Commissioner Mitchell offered the following Motion:**

**Move to approve Site Plan Application #22-012 a request to construct an approximate 2,314 square foot restaurant building with dining-in option and one (1) pick-up window, for pick-up service only. 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 6, 2022, on the Construction Plan set, subject to an administrative review by the Planning staff prior to the issuance of a land use permit.
2. Applicant complies with any requirements of the Department of Public Works Director, Township Engineering Consultant, and Hartland Deerfield Fire Authority Fire Marshal.
3. The applicant shall modify the architectural plans as part of the Construction Plan set, based on the information presented in the staff memorandum dated October 6, 2022.
4. The applicant shall modify the landscape plan as part of the Construction Plan set, based on the discussion at the Planning Commission meeting on October 13, 2022. Supplemental landscaping shall be provided, and shrubs are to be relocated in the parking islands, as discussed.

**Seconded by Commissioner Eckman.**

**Commissioner Grissim suggested Condition 4. be added regarding the landscaping on the north side and the islands. The Maker and Seconder agreed. Motion carried unanimously.**

**8. Call to the Public:**

Jon Dehanke of the Hartland Deerfield Fire Authority introduced himself and stated he is replacing Jennifer Whitbeck.

**9. Planner Report:**

Director Langer stated the following:

- Michigan Citizen Planner Training conflicts with the regular Planning Commission calendar.
- New businesses coming in: Lefty's Cheesesteak will be in the building at Hartland Road and M-59 and Smoothie King will be where Checkers was next to BP on M-59.
- Next meeting will be a special meeting on October 20, 2022. The next regular meeting will be November 17, 2022. There may be a special meeting on December 22. Canceled meetings are October 27, November 3, December 1 and December 15 due to the Citizen Planner Training.

**10. Committee Reports:**

None

**11. Adjournment:**

**A Motion to adjourn was made by Commissioner Grissim and seconded by Commissioner McMullen. Motion carried unanimously. The meeting was adjourned at approximately 7:52 PM.**

Submitted by.



Tom Murphy  
Planning Commission Secretary