

1. **Call to Order** - THE MEETING WAS CALLED TO ORDER BY CHAIRMAN LARRY FOX AT 7:00 PM

2. **Pledge of Allegiance**

3. **Roll Call**

PRESENT: Joe Colaianne, Thomas Murphy, Larry Fox, Jeff Newsom, Sue Grissim, Michael Mitchell,
Keith Voight
ABSENT:

4. **Approval of Meeting Agenda**

Meeting agenda was unanimously approved.

5. **Approval of Meeting Minutes**

a. Planning Commission - Regular Meeting - Dec 3, 2015 7:00 PM

RESULT:	ACCEPTED [UNANIMOUS]
MOVER:	Jeff Newsom, Vice Chairman
SECONDER:	Keith Voight, Secretary
AYES:	Colaianne, Murphy, Fox, Newsom, Grissim, Mitchell, Voight

6. **Call to Public**

Barbara Kreiger Livingston Land Conservancy came forward and said that a meeting of the Conservancy was being held at Hartland Insurance on Thursday, Jan 21 at 7:00. Two properties in the Township are under the purview of the Land Conservancy and others may be interested in the same protections.

7. **Public Hearing**

8. **Old and New Business**

a. SP# 534A - 1st Amd Turning 2 Complex

a. **Site Plan Application #534A - 1st Amendment-Turnin 2 Complex**

Chair Fox asked staff for an overview of the proposal. Staff conveyed that the applicant is requesting an amendment to the approved Softball Complex to convert 2 of the youth softball fields to dual purpose fields allowing for boys baseball as well a softball. The complex currently consists of four non-illuminated outdoor fields, accessory facilities including dugouts and a concession area, as well as a 64,000 square foot indoor training facility. It is located at the southwest corner of US-23 Service Road and Clyde Road on a parcel totaling 94 acres. The amendment proposes an expansion of the 2 southern fields to accommodate baseball play. A new retaining wall is proposed in association with the southwest field. As a result of the expansion, the septic system will also be relocated. No changes to programming is proposed. Staff recommends approval with the conditions stated.

Chair Fox then invited the applicant to respond. The applicant's representative said that due to the support received for the facility, interest in allowing for boys baseball is being requested, which will require only minor modifications to the site as shown. The health department requested relocation of the septic fields.

Chair Fox thanked the applicant and then proceeded to the staff review. He highlighted the key issues in the report stating that the disturbance area has been expanded, and landscaping around the detention ponds has changed due to the change in configuration. The Planning Commission agreed that what was proposed was acceptable, as was the location of the septic field. The general landscaping and buffering was determined sufficient.

The retaining wall was briefly discussed and the applicant stated that the material would be a split faced landscaping block. Chair Fox asked if the Fire Marshal approved the plans, and the response was affirmative. Voight asked if any program changes would result and the applicant indicated that this change would allow for baseball along with softball, but no other changes were proposed. Discussion occurred on the fencing and how that would be maneuvered. Grissim complimented the applicant on the extent of the screening, and asked that it include evergreen materials.

Motion made by Voight, seconded by Mitchell to approve the plan amendment with the conditions stated in the staff report, along with the requirement to add evergreen materials to the screening. The motion carried unanimously.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Keith Voight, Secretary
SECONDER:	Michael Mitchell, Commissioner
AYES:	Colaianne, Murphy, Fox, Newsom, Grissim, Mitchell, Voight

b. SP#536 - Cromaine District Library Reconfiguration

b. Cromaine District Library Reconfiguration Site Plan Amendment #536

Chair Fox asked staff to provide an overview of the application. The application was described as a request for approval of a 2 story, 3,870 sq. ft. addition to the east end of the existing library, along with related mechanical upgrades and improvements to site drainage, pedestrian circulation and landscaping. The library is located on north Hartland Road in the Village of Hartland on 2 parcels totaling 2.10 acres in size. The Cromaine Library is located in the STR - Settlement Residential District which allows for public buildings such as libraries. Staff is recommending approval of the application with the conditions listed.

Chair Fox then asked the applicant’s architect for an overview of the project. He began by introducing the Library Director and Library Board members in attendance. He then described the project as relatively modest, relaying the history of the existing buildings, and emphasizing that due to the age of the building, infrastructure improvements were needed and will be done in conjunction with the new construction. He went on to discuss the parking, the new dumpster enclosure, and drainage improvements. The focus then shifted to the proposed addition and use of the new space. It was explained that one of the main goals was to separate the children and youth areas since this need was one of the highest priorities expressed by patrons. Following a point by point description of the new architectural elements, the brick samples were presented. The Planning Commission agreed on the brick sample recommended by the architect.

Chair Fox said that most of the key points were explained, and then proceeded to a review of the staff report. An explanation of the proposed foundation plantings was provided and the Planning Commission agreed that what was provided was appropriate in light of the fact that significant landscaping was added to buffer the utility area. Grissim relayed that the landscaping is an improvement over what is existing, but requested a review of the materials for shade tolerance. The rain garden landscaping was discussed and the Planning Commission agreed that what was proposed was a considerable improvement. The architect was requested to provide a plan note regarding compliance with the landscaping standards. A determination was made by the Planning Commission that an additional sidewalk along the north side of the building was unnecessary. Lighting was discussed and it was determined that the existing site lighting was sufficient, but the fixtures should be noted on the plans. Grissim requested information regarding the low retaining wall and asked that the materials be noted; the architect described the wall as it related to the south access point.

In terms of the engineering review, the architect indicated that they will work with HRC to adjust the rain gardens to ensure they are acceptable. The review provided by the Fire Marshal was presented and he described the key issues to the Planning Commission offering to answer any questions that they might have. Voight asked if the suppression would be a dry system, and the Fire Marshal indicated that it would likely be a wet system. He stressed that they will continue to work with the applicants on a reasonable approach to fire suppression. Chair Fox asked for confirmation from the Fire Marshal that he was okay with the project and he indicated that he was. The architect stated that he understood the conditions and was working with a fire suppression entity to incorporate the issues raised.

Chair Fox asked if there were final questions. A motion was made by Mitchell and seconded by Newsom to approve the site plan amendment with the conditions recommended. The motion carried unanimously.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Michael Mitchell, Commissioner
SECONDER:	Jeff Newsom, Vice Chairman
AYES:	Colaianne, Murphy, Fox, Newsom, Grissim, Mitchell, Voight

9. 2016 Annual Planning Commission Organizational Meeting

a. 2016 Review of the Hartland Township Planning Commission Bylaws

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Joe Colaianne, Trustee
SECONDER:	Keith Voight, Secretary
AYES:	Colaianne, Murphy, Fox, Newsom, Grissim, Mitchell, Voight

b. 2016 Planning Commission Election of Officers

A motion to retain the existing slate of officers was made by Mitchell and seconded by Murphy; the motion carried unanimously. Larry Fox was re-elected Chair, Jeff Newsom was re-elected vice chair, and Keith Voight was re-elected Secretary.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Michael Mitchell, Commissioner
SECONDER:	Thomas Murphy, Commissioner
AYES:	Colaianne, Murphy, Fox, Newsom, Grissim, Mitchell, Voight

c. 2016 Planning Commission Committee Appointments

Chair Fox reappointed the same members to the Site Plan Committee and to the Ordinance Review Committee. He and Keith Voight were re-appointed to the Site Plan Committee, and Keith Voight, Sue Grissim, and Tom Murphy were re-appointed to the Ordinance Review Committee.

RESULT:	INFORMATIONAL
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10. Call to Public

Cece Marlow, Director of the Cromaie Library, came forward to thank the Planning Commission for their thoughtful review of the library reconfiguration project.

11. Planner's Report

Staff reported on the following:

Construction plans for the Speedway rebuild and convenience station have been submitted for review staff is still waiting for brick samples in order to make a final determination on the colors.

Woods Edge site condominium is nearly complete - the developer is requesting final inspections.

Construction plans for the Mugg & Bopps fuel and convenience station have been submitted for review.

The Preliminary PD plans for Newberry Place (Mayberry Homes project at M-59 and Fenton/Pleasant Valley) have been reviewed by McKenna and Associates; the review letter has been forwarded to Mayberry Homes and a meeting with the project team is tentatively scheduled for 1/21/16.

The Final PD plans for Walnut Ridge Estates (64 site condos north of Venture Church) have been reviewed and are tentatively scheduled for the 1/28/16 Planning Commission meeting.

Just a reminder that the Planning Commission is invited to a Meet and Greet on 1/25/16 at 9:00 to welcome the new Planning Director.

12. Committee Reports

None

13. Adjournment

Chair Fox requested a motion to adjourn the meeting; a motion was made and the meeting was adjourned at 8:00.

Submitted by,

A handwritten signature in black ink that reads "Keith R. Voight". The signature is written in a cursive style with a long horizontal stroke at the end.

Keith Voight
Planning Commission Secretary