

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

**2. Pledge of Allegiance**

**3. Roll Call**

PRESENT: Joe Colaianne (7:03 PM), Larry Fox, Sue Grissim, Michael Mitchell, Keith Voight  
ABSENT: Thomas Murphy, Jeff Newsom

**4. Approval of Meeting Agenda**

Motion to Approve Agenda

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	Sue Grissim, Commissioner
<b>SECONDER:</b>	Michael Mitchell, Commissioner
<b>AYES:</b>	Colaianne, Fox, Grissim, Mitchell, Voight
<b>ABSENT:</b>	Murphy, Newsom

**5. Approval of Meeting Minutes**

a. Planning Commission - Regular Meeting - Jun 22, 2017 7:00 PM

<b>RESULT:</b>	<b>ACCEPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Keith Voight, Secretary
<b>SECONDER:</b>	Michael Mitchell, Commissioner
<b>AYES:</b>	Colaianne, Fox, Grissim, Mitchell, Voight
<b>ABSENT:</b>	Murphy, Newsom

**6. Call to Public**

Charlie Myers, Vice-President of Hartland Estates Homeowner's Association, gave his support for the Hartland Estates PD Amendment.

(Commissioner Colaianne entered the meeting at 7:03 PM.)

**7. Old and New Business**

a. Site Plan #17-011, Hartland Plaza, LLC, Request to reconstruct the Dairy Queen building and renovate the facade of existing buildings within the Shopping Center

Director Langer summarized the request.

Project A

- Existing building will be demolished and rebuilt.
- Dairy Queen would return to the new structure with a drive-through.
- There will be spaces for additional tenants.

Project B

- Renovate the former Food Town space and façade for a future tenant.

Mr. Frank Jarbou, Symmetry Management and & Realty, Inc., the Applicant, introduced himself and stated the following:

- The second business shown on the plan is speculative at this time.
- Dairy Queen is staying.
- Looking for Site Plan Approval in a timely fashion as they are trying to work with the Dairy Queen's off season.

- The building in the back should have been labeled future; there is no request for approval for the future building at this time.
- Desire to update the exterior and make it more marketable.

The Planning Commission briefly discussed the Project B plans for the west façade of the former Food Town space.

Chair Fox proceeded to highlight the staff report.

PROJECT A- Construct multi-tenant building with and one drive-through window (for Dairy Queen)  
Dimensional Requirements - Parking Lot / Driveway / Internal Roads Setbacks

Director Langer explained the Final Plan shows current parking 1.5 feet from east lot line and the internal road 0 feet from west lot line similar to the existing setbacks. As this is a redevelopment, the Planning Commission found that to be acceptable.

Site Requirements - Off-Street Parking

The Applicant stated the plans do not reflect the outdoor seating patio area and the elimination of one parking space.

Director Langer asked the Planning Commission for their thoughts and reminded them of the following:

- Outdoor seating is typically shown as part of the site plan.
- Good reminder to let applicants know that no signage, bright colors or logos are permitted in the outdoor seating area. Generally, it is understood that the color scheme would be neutral earth-tone type colors.

Chair Fox stated certainly an outdoor seating area is fitting for an ice cream store. He asked the Planning Commission for their thoughts.

Commissioner Colaianne stated he has no problem with the concept but wants to remain consistent with other restaurant outdoor seating areas.

Director Langer asked the Planning Commission to decide, since they have not seen how the patio looks or fits, if they want this issue to come back for a decision at a later time or if they feel comfortable with staff reviewing the revised plans and approving them in accordance with the PD and/or zoning regulations.

Chair Fox stated he would support providing the information on the construction drawings to the Ordinance Review and approved by staff. The Planning Commission agreed. The Applicant expressed his appreciation.

Lighting - A. Light levels at Property Lines & E. Fixture Type

Director Langer stated the footcandles along the north property line are proposed at 1.1 fc very close to the maximum allowed and the proposed LED light fixtures are two items he wanted to bring to the attention of the Planning Commission.

The Planning Commission briefly discussed Lighting, advancements in technology and PD amendments. The Planning Commission found the proposed Light levels and Fixture type to be acceptable.

Barrier-Free Parking

Commissioner Grissim stated the width of the ramp in front of the Barrier-Free Parking is not wide enough as parked cars will encroach on the five-foot walk leaving only about three feet available. Director Langer suggested they could either install bumper blocks or the doors could be shifted away from the ramps.

After some Planning Commission discussion the Applicant stated they could install bumper blocks.

#### Landscaping

Commissioner Grissim stated the Ordinance requires a Greenbelt area that was not in the letter. The width is 20 feet but it has been reduced to 11 feet 4 inches on the proposed site plan. Director Langer clarified the Zoning Ordinance has that requirement but the PD has waived some of the setback standards.

The Planning Commission discussed the Greenbelt area and the parking. The Planning Commission found the proposed Greenbelt area to be acceptable.

Commissioner Grissim mentioned the following:

- Landscaping around the building.
- Screening the transformer.

The Applicant mentioned the existing screening for the Dairy Queen would be removed for the outdoor seating area.

- Materials used for screening of the parking lot need to be adjusted; mix in some evergreen for better screening.

Chair Fox asked if the addition of evergreen for screening the parking lot would fulfill the Landscaping around the building requirement. Commissioner Grissim stated it would. Chair Fox also requested the final materials be approved by staff. The Applicant agreed and the Planning Commission agreed.

#### Building Materials

Chair Fox mentioned the PD agreement prohibits the use of E.I.F.S. for anything other than trim and asked if the Applicant would change it to the same brick used on the walls. The Applicant stated it would be an added cost but did agree. Chair Fox explained some of the history of the PD agreement. The Planning Commission supported the change in materials.

Chair Fox asked if the three additional doors indicate a possibility for as many additional tenants. The Applicant stated there is room but part of the space may be needed for a riser room.

#### PROJECT B- Exterior renovations to an existing commercial building in Hartland Plaza/PD

Director Langer explained the west façade of the existing building will abut another building in the future so the Applicant has requested to not install the same material that would not be visible in the future. The Applicant mentioned the ribbon of E.I.F.S. shown on the plan will not go the length of the building but will wrap the corner and stop. The Planning Commission made a note of that change. Chair Fox mentioned the Target building has the same situation on one side due to a planned future building. Chair Fox asked if it will be painted to match the brick. The Applicant stated it will be painted to match in the back as well. He also stated more glass has been added.

Chair Fox mentioned a two-foot parapet wall is planned to screen the rooftop mechanical elements and for noise. The rear of the structure will be painted. The Planning Commission had no issues.

Director Langer stated the plan shows future buildings but the Applicant is not requesting approval of those structures at this time. They were shown merely as a representation of future plans. The extension as drawn is not being approved in this request.

Commissioner Voight asked if the footprint of the new building in Project A will be approximately the same size as the old building. The Applicant stated it is. Commissioner Voight also mentioned the outline of a sign on the east façade of the Dairy Queen building stating a sign would not be allowed at the location.

Commissioner Voight offered the following Motion:

Move to approve Site Plan #17-011 a request to amend the previously approved plans for Wal-Mart/Hartland Marketplace Planned Development, which includes razing the existing multi-tenant building (on Highland Road/M-59) and constructing an approximate 11,200 square foot multi-tenant building on the same site, with one drive-through window dedicated to Dairy Queen, labeled as Project A; and Project B which includes exterior façade renovations to the existing vacant commercial building adjacent to the Dollar Tree; adding a dumpster enclosure; and adjusting the square footage of four future retail spaces, located west of the vacant commercial building. 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 6, 2017, 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.
3. The applicant requested to modify the site plan by incorporating an outdoor patio for the Dairy Queen restaurant. The outdoor patio included the removal of the landscape island and one (1) off-street parking space. The outdoor patio shall not have any logo/signage on any of the outdoor patio equipment/furniture. The Planning Department staff shall review and approve the outdoor patio in compliance with the outdoor patio standards.
4. The applicant shall install bumper blocks in the barrier free parking spaces to prevent vehicles from parking adjacent to the sidewalk and the vehicle over-hanging the sidewalk and thereby reducing the usable width of the barrier free ramp to access the sidewalk area. Approval of the bumper blocks shall be approved by the Township Planning Department prior to the issuance of any land use permit for the subject property.
5. The applicant shall adjust the landscape plan, by mixing the evergreen plants along M-59. A revised landscape plan shall be submitted and approved by the Township Planning Department, prior to the issuance of any land use permit.
6. Project B to change the final site plan to reflect the E.I.F.S. trim to come around on the return on the west elevation.

Seconded by Commissioner Grissim.

Commissioner Grissim offered a Friendly Amendment; modify condition 6 to read as follows, and add conditions 7 and 8:

6. The applicant shall modify the building elevations of the Dairy Queen building, associated with Project A, so that the E.I.F.S. building material is replaced on the south, east, and west building elevations and replaced with brick that matches the remainder of the building. In addition, the applicant indicated they would not construct the building cornice on the west building elevation, associated with Project B. Revised building elevations shall be submitted and approved by the Township Planning Department prior to the issuance of any land use permit.
7. The applicant shall adequately and properly screen the transformer on the same site of the Dairy Queen building. A revised landscape plan shall be submitted and approved by the Township Planning Department, prior to the issuance of any land use permit.
8. Approval of the site plan permits the back of curb of the parking to be located 11 feet 4 inches from the M-59 right-of-way.

The Maker and Seconder agreed. Motion carried unanimously.

<b>RESULT:</b>	<b>APPROVED AS AMENDED [UNANIMOUS]</b>
<b>MOVER:</b>	Keith Voight, Secretary
<b>SECONDER:</b>	Sue Grissim, Commissioner
<b>AYES:</b>	Colaianne, Fox, Grissim, Mitchell, Voight
<b>ABSENT:</b>	Murphy, Newsom

b. Site Plan #17-009, David Willacker, Request to construct 1 story office and warehouse building for proposed Ben Franklin Plumbing, Mr. Sparky Electrical, and One Hour Mechanical

Director Langer summarized the project and location stating the subject property is on the east side of Old US-23, south of Highland Road (M-59), and north of Bergin Road. The site is bounded by US-23 on the east. The applicant is requesting site plan approval for the construction of an office and warehouse building, approximately 13,700 square foot on a 3.4 acre site.

David Willacker of Woodstream Building Company, the Applicant, introduced himself and stated the following:

- Representing Dave and Carla Michael, owners of Ben Franklin Plumbing.
- Growing business needs a standalone building.
- Proposing this building to serve the business well into the future.
- Challenging timeline: hoping to be in by the end of the year.

#### Site Requirements - Loading

Director Langer stated there are overhead doors in the warehouse area but no designated loading area. The Planning Commission must decide if that is sufficient to meet the requirement. The Applicant explained that is the intent of the area. The Planning Commission agreed.

#### Landscaping and Screening

Director Langer explained there are Landscaping requirements for different portions of the site some which overlap on this particular site. The Planning Commission must decide if they would like to view all of the Landscaping as a whole for compliance or look at each individual area requirement which could result in duplication.

Chair Fox reminded the Planning Commission that the requirements for some of the smaller sites if taken individually, would result in a site with nothing but Landscaping with no room for the project.

Commissioner Grissim offered the following comments on Landscaping:

- Need a 7-foot sidewalk or bumper blocks.
- Proposed northern detention pond shall be modified to comply with the slope requirements or it will need a fence.
- Proposed southern detention pond shall be made more natural in its shape and design.
- The Landscape plan shall identify the genus and species of all landscape plant material and the landscape plan shall properly depict landscape plant materials. It should be resubmitted and approved by staff.

The Planning Commission agreed.

#### Lighting

Director Langer indicated the footcandle level is over the maximum allowed. The Applicant stated they would make the adjustment. The Planning Commission agreed.

Commissioner Voight asked about the wallpack lighting unit. The Applicant stated they will be using a different fixture more down-shielded. The Planning Commission agreed.

Commissioner Grissim offered the following Motion:

**Move to approve Site Plan #17-009 a request to construct a 1-story office and warehouse building, approximately 13,700 square feet in size. 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 6, 2017, 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.
3. The applicant shall install a 7-foot wide sidewalk, or install bumper blocks, to prevent vehicles from overhanging on the sidewalk and reducing the walkable portion of the sidewalk.
4. The slope of the proposed northern detention pond shall be modified to comply with the slope requirements. The proposed detention pond exceeds the slope requirements, as it is currently designed.
5. The proposed southern detention pond shall be made more natural in its shape and design.
6. The landscape plan shall be revised and re-submitted. The landscape plan shall identify the genus and species of all landscape plant material and the landscape plan shall properly depict landscape plant materials.
7. The light fixtures shall comply with the Township Standards. All light fixtures shall be properly down-shielded. Light fixture diagrams shall be submitted to the Township that comply with these standards.

Seconded by Commissioner Mitchell.

Commissioner Mitchell offered a Friendly Amendment to add condition 8 as follows:

8. **A revised lighting plan shall be submitted to the Township that indicates the light levels do not exceed 5.0 foot candles at the entrance to the building. The current lighting plan indicates the light is at 5.4 foot candles at the building entrance.**

The Maker and Seconder agreed. Motion carried unanimously.

<b>RESULT:</b>	<b>APPROVED AS AMENDED [UNANIMOUS]</b>
<b>MOVER:</b>	Sue Grissim, Commissioner
<b>SECONDER:</b>	Michael Mitchell, Commissioner
<b>AYES:</b>	Colaianne, Fox, Grissim, Mitchell, Voight
<b>ABSENT:</b>	Murphy, Newsom

c. Planned Development Amendment #17-012, Amend PD for Hartland Estates to modify the lot coverage standards for Hartland Estates

Director Langer explained the ongoing lot coverage issue at Hartland Estates and the need for the Amendment. Staff created two site plan scenarios: one for 30% lot coverage and another for 40% lot coverage. Staff feels that 30% is not enough and 40% is too much.

Commissioner Colaianne offered the following Motion:

**Move to recommend approval of Planned Development Amendment #17-012, a request to modify the PD Agreement for Hartland Estates to incorporate a maximum of 35% lot coverage standard for the Hartland Estates condominium development, based on the following findings:**

1. **The entire Hartland Estates residential development already contains approximately 36% open space within the, which is a unique feature for this development and allows the individual site condominium units to have a higher lot coverage standard.**
2. **The Planned Development (PD) for Hartland Estates permitted smaller site condominium units than would have been otherwise permitted in the SR (Suburban Residential) zoning district.**
3. **Many of the existing single family homes on the individual site condominium units within Hartland Estates already exceed the existing lot coverage standards.**

Seconded by Commissioner Mitchell.

Commissioner Grissim commented she viewed the overall project using conventional zoning and the open space stating this development would not be more dense.

Director Langer explained another difficulty with this development is all the garages are required to be side load which increases lot coverage.

Chair Fox stated if you drive through Hartland Estates, nothing looks abnormal. They have been getting the increased lot coverage all along; the Planning Commission is recommending the PD be amended to reflect that.

Commissioner Mitchell asked if there were any built where the actual house footprint exceeds the lot coverage. Director Langer replied the calculations include any impervious area, not just the house. Staff did not calculate just the house but he would guess the houses and garages in the development would comply.

The Planning Commission briefly discussed the following:

- Concerns about setting a precedent for other developments.
- 30% vs. 35% lot coverage.
- The owner's responsibility to build compliant structures.
- PD allowance to reduce the size of the lots has impacted the lot coverage.
- Viewed under the SR regulations it is reasonably consistent.
- Not eliminating any benefits offered with the original PD.
- Most of the units already back up to open space or have a large area behind them.
- Many of them already exist.
- Must choose a number.

Director Langer stated if the change were to the Zoning Ordinance it would be much more difficult and apply to a much larger area. This is a choice to modify this PD only. This change would be consistent with what is out there now. He would not recommend this as a change to the entire SR zoning district.

Commissioner Voight stated he would not support the side load garage as a reason for this change as that architectural feature is a choice made by the developer. In the future, the Township should work with the developer to be more consistent with the lot coverage standards.

The Planning Commission discussed how lot coverage is calculated and the impacts in other areas of the Township.

Chair Fox called for the vote. The Motion passed 3-1 (Mitchell).

<b>RESULT:</b>	<b>APPROVED [4 TO 1]</b>
<b>MOVER:</b>	Joe Colaianne, Trustee
<b>SECONDER:</b>	Michael Mitchell, Commissioner
<b>AYES:</b>	Colaianne, Fox, Grissim, Voight
<b>NAYS:</b>	Mitchell
<b>ABSENT:</b>	Murphy, Newsom

## 8. Call to Public

Robert Gleason, Hartland Township, stated his is one of the Land Use Permits that has not been approved due to this situation and requested the Township issue a provisional permit. Director Langer stated since the Planning Commission has recommended approval for this change, he can work with homeowners on this issue.

## 9. Planner's Report

Director Langer reported the following:

- The Ordinance Review Committee has been working hard on a fuel station canopy lighting signage regulations but the agenda has been full lately.

## 10. Committee Reports

None

## 11. Adjournment

### 1. Motion to Adjourn

A Motion to adjourn was made by Commissioner Mitchell and seconded by Commissioner Voight. Motion carried unanimously. The meeting was adjourned at approximately 8:55 PM.

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

Submitted by,



Keith Voight  
Planning Commission Secretary