

**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 (7:06 PM), Larry Fox, Jeff Newsom, Sue Grissim, Keith Voight

ABSENT: Thomas Murphy, Michael Mitchell

**4. Approval of Meeting Agenda**

Motion to Approve the Agenda

A Motion to approve the Meeting Agenda was made by Commissioner Voight and seconded by Commissioner Newsom.

Commissioner Voight offered the agenda be amended to switch Items 7.a and 7.b. The Seconder agreed. Motion carried unanimously.

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

**5. Approval of Meeting Minutes**

a. Planning Commission - Regular Meeting - Sep 14, 2017 7:00 PM

A Motion to approve the Meeting Minutes of September 14, 2017 was made by Commissioner Grissim and seconded by Commissioner Newsom. Motion carried unanimously.

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| <b>RESULT:</b>   | <b>ACCEPTED [UNANIMOUS]</b>  |
| <b>MOVER:</b>    | Sue Grissim, Commissioner    |
| <b>SECONDER:</b> | Jeff Newsom, Vice Chairman   |
| <b>AYES:</b>     | Fox, Newsom, Grissim, Voight |
| <b>ABSENT:</b>   | Colaianne, Murphy, Mitchell  |

b. Planning Commission - Regular Meeting - Sep 28, 2017 7:00 PM

A Motion to approve the Meeting Minutes of September 28, 2017 was made by Commissioner Newsom and seconded by Commissioner Voight. Motion carried unanimously.

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

**6. Call to Public**

None

**7. Public Hearing**

## a. Special Use Permit #17-016, Bella Vita Senior Living Facility

Director Langer and Chair Fox explained the two-part approval process for a Special Use and Site Plan Review.

[Commissioner Colaianne entered the meeting at 7:05 PM]

Chair Fox opened the Public Hearing at 7:06 PM.

Chair Fox described the request and asked Director Langer to give an overview of the staff memorandum.

Director Langer indicated the location of the request and stated the following:

- Parcel is approximately 21 acres.
- The zoning is split, the front being GC General Commercial and the rear is CA Conservation Agriculture.
- The Applicant intends to build the nursing home in the CA zoned portion of the property.
- The use is allowed by Special Use Permit in the CA zone.

Chuck SeKrenes of HSLG, LLC, the Applicant, introduced himself and added they intend to follow the Ordinance and build on the CA zoned portion. He explained the following:

- Home for the Aged (HFA) is not a nursing home as nursing homes are publically funded, but is more like an assisted living facility or adult foster care, has more than 20 beds, and is privately funded.
- Will be a State licensed facility.
- Feel there is a need for this product.
- Trying to stay consistent with a residential look, not that of an institution.
- More space at this location than the original plan that was part of Newberry project.
- The front will be left vacant until they find something that will compliment the HFA residential feel.
- Believe this assisted living and memory care for seniors project will fit in with Hartland.

Public Comment - none

Chair Fox closed the Public Hearing at 7:13 PM

Special Land Use Review - General Standards

Director Langer reviewed the Applicant's responses to each of the standards found in Section 6.6 Special Uses of the Hartland Township Zoning Ordinance. The Planning Commission determined the Applicant met these standards.

Special Land Use Review - Applicable Site Standards

Director Langer reviewed the Applicant's responses to the Use Standards of Section 4.23, Nursing or Convalescent Homes, Child Caring Institutions, and Congregate Care Facilities.

The Planning Commission briefly discussed the following item:

2. Setbacks. The principal building and all accessory buildings shall be set back seventy-five (75) feet from all property lines.

It was determined the principal building meets the required 75-foot setback from any property line, including the future south property that could be established with the future lot split; however, the accessory building (garage) is approximately 63 feet from the west property line and does not meet the required 75-foot setback. The Planning Commission requested they move the structure to comply with the Standard. The Applicant agreed.

Commissioner Voight offered the following motion:

**Move to recommend the Township Board approve Special Land Use application #17-016 for the construction of a nursing home, approximately 41,500 square feet in size, to be located north of Highland Road, east of Arena Drive (currently addressed as 11579 Highland Road), based on the following findings:**

- 1. The Planning Commission has determined the proposed special use, a nursing home care facility, meets the intent and purposes of the Ordinance as well as the specific Special Use standards outlined in Section 6.6., as the nursing home is a residentially-related use which is permitted as a special land use in the CA -Conservation Agricultural zoning district.**
- 2. The Planning Commission has determined the proposed use enhances the natural environment with the incorporation of a diverse mix of landscape material as part of the project, which will also be a benefit to future land uses in the area.**
- 3. The Planning Commission has determined the proposed use is compatible with the Hartland Township Comprehensive Plan, which designates this area as Multiple Family Residential. Nursing care facilities are permitted as a special land use in single-family and multiple-family zoning districts.**
- 4. The Planning Commission has determined the proposed use is adequately served by essential facilities and public services. Public water and sanitary sewer will be extended to serve the proposed facility and has the potential to serve future expansions of the use. The Planning Commission has determined the proposed use is adequately served by an existing roadway, being Highland Road, and the Fire Authority has no objections.**
- 5. The Planning Commission has determined the proposed use is of low impact to the community and will not be detrimental, hazardous, or disturbing to the existing or future neighboring uses, persons, or the public welfare. The low intensity use serves as a buffer between potential commercial/offices uses along Highland Road and adjacent single-family zoning to the north and east.**
- 6. The Planning Commission has determined the proposed use will be an economic asset to the community and will not create additional requirements at public cost for public facilities as the proposed facility will be privately run and maintained.**

**Approval of the Special Use Permit is subject to the following conditions:**

- 1. The proposed nursing home care facility shall obtain Site Plan approval and maintain the site in compliance with the approved Site Plan, as well as all associated conditions.**
- 2. The proposed nursing home care facility shall comply with the setback on the west side of the property.**

Seconded by Commissioner Newsom.

Commissioner Colaianne suggested the Motion verbiage should address only the Special Use Permit recommendation with no mention of the Site Plan approval as that will be addressed in the next discussion. The Maker and Seconder agreed. Motion carried unanimously.

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| <b>RESULT:</b>   | <b>RECOMMENDED TO APPROVE WITH CO [UNANIMOUS] Next: 12/5/2017<br/>7:00 PM</b> |
| <b>MOVER:</b>    | Keith Voight, Secretary   |
| <b>SECONDER:</b> | Jeff Newsom, Vice Chairman  |
| <b>AYES:</b>     | Colaianne, Fox, Newsom, Grissim, Voight                                       |
| <b>ABSENT:</b>   | Murphy, Mitchell  |

b. Site Plan #17-016, Bella Vita Senior Living Facility

Chair Fox proceeded to the Site Plan Review portion of the discussion and the Applicable Site Standards.

Building Setbacks

Chair Fox asked the Applicant how they would correct the setback issue with the accessory building. The Applicant stated they intend to relocate it to the northwest corner near the dumpster.

Dumpster Enclosure

Director Langer asked the Planning Commission to determine if additional landscaping is required on the west and north side of the enclosure.

Commissioner Grissim stated the Landscaping Requirements are currently under review and the amount of screening provided, along with the relocated accessory building landscaping, should be sufficient.

Chair Fox stated they will see what the new design looks like with the relocated accessory building, dumpster enclosure and how the landscaping changes.

Parking Lot / Driveway / Internal Roads Setbacks

Director Langer reviewed the internal road setback from the east/side property line indicating it is 18 feet but the setback is 20 feet.

Commissioner Grissim asked if they could move it over to meet the setback.

Commissioner Voight suggested they add a curb cut for a future cross access easement.

The Applicant expressed concern about adding a cross access easement without knowing what the future use might be at that location. They are already dealing with the Michigan Department of Transportation (MDOT) to gain access to M-59 and such a change could affect the already proposed traffic count. The Applicant's Engineer stated if there is not a need for it at this time, he would be more inclined to go down the other path.

Chair Fox asked if they would be willing to move the internal road to comply with the setback. The Applicant and his Engineer stated they would.

Loading

Director Langer stated two spaces are required for this size structure but one larger one has been proposed.

Chair Fox asked the Applicant the type and frequency of deliveries. The Applicant stated food deliveries once a week and some medical items; their other facility has only one loading space which seems to be sufficient.

Chair Fox asked the Planning Commission if once space would be acceptable. The Planning Commission agreed.

Access Management and Non-Residential Driveway Standards

Director Langer stated they will be using an existing curb cut onto M59 with some improvements. No problems are anticipated from MDOT but the Applicant must obtain a permit for the driveway.

Chair Fox requested the approximately eight-foot wide piece of asphalt be removed as the other businesses have done so the grass will go to the curb. The Applicant agreed.

Chair Fox asked if a pedestrian/bicycle pathway is required at this location. The Planning Commission determined it is. Chair Fox encouraged the applicant to meet with Planning Director Langer to determine the location and see what the other businesses in that area have done. The Applicant agreed.

Landscaping and ScreeningGreenbelt Landscaping - Along Internal Roadways

Director Langer stated the access is more of an internal service drive rather than a private road; however, it is being treated somewhat like a private road so canopy trees have been added. The problem arises on the east side, even if the driveway is moved as there is a water main that would make it difficult to install trees in that area.

Commissioner Grissim asked if there is any Greenbelt Landscaping planned similar to the Meijer site as it is usually added when a property is developed; none is shown on the site plan.

Director Langer stated the following:

- The Applicant has added landscaping in front of the building which is approximately 400 feet to the north of the ROW.
- Unclear if the Ordinance specifically addresses a situation such as this where the structure is far away from the roadway and there is land to be developed in the future.
- Some of the sites mentioned were developed as Planned Developments (PD), this is not a PD.
- This would be a good discussion for the Planning Commission to have.

Commissioner Grissim clarified, for consistency as the Landscape requirements are currently under review, the standard is, "A greenbelt shall be planted along any public or private road right-of-way within the first thirty (30) feet of the property..."

Chair Fox stated he would agree; however, in the case of the Meijer project, it was a PD, and the Greenbelt was part of the negotiated program for the development.

Chair Fox asked the Applicant if they intend to split the front parcel off for a future commercial project, office building. The Applicant stated they do and it would be something with parking in the back. The landscaping near the building shown on the plan is the buffer for the future project. When that time comes, they would add the Greenbelt Landscaping next to M59.

The Planning Commission briefly discussed the proposed landscaping and agreed the landscaping along M59 would be added when the future development occurs.

Foundation Landscaping - North, South & East Perimeter

Director Langer stated the following:

- Landscaping is proposed around the perimeter of the building.
- Some items need updating: plant list, species, sizes, etc.
- There is a calculation for trees/plants.
- In updating the Ordinance Landscaping requirements, the Township is attempting to minimize the landscape mulch bed.
- Would like the Planning Commission to decide if there is too much mulch bed on the plan.

Commission Grissim stated the following:

- More than ample foundation plantings.
- The Planning Department mentioned the quantity of small ornamental trees is somewhat deficient.
- Might be able to reduce the amount of mulch beds; only need 60%, but maybe add some trees and not so many shrubs. Not asking for more but a trade off.
- It is a large, low height building; the variety will help get things in scale and create a better visual.

#### Parking Lot Landscaping

Director Langer stated in the parking lot islands, 50% must include small or medium shrubs which are not provided.

Commissioner Grissim commented the landscape island minimum size is 10 feet wide. The plan shows eight feet wide.

There was a brief discussion on how the interior area is measured and how this change might be accomplished. The Applicant agreed.

Commissioner Grissim pointed out a conflict in the plans with the location of a pole light and a tree; both are shown at the same location. She encouraged the Applicant on future plans to show the pole lights on the Landscape Plan so they can see how they work together. The Applicant agreed.

#### Lighting

##### Intensity

The Planning Commission reviewed the Lighting Plan and discussed the deficiencies. It was determined the main building entrance values exceed the maximum allowed near fixture D to the left of the main entrance.

Director Langer stated it is figured as an average for the site. If we can get an average from the photometric company, we will take that, otherwise we are looking at the numbers and adding them up ourselves.

Chair Fox stated it looks like it is due to the parking lot lights. He stated most other projects have dialed them down to gain compliance.

##### Fixture Height

Chair Fox indicated the poles are 27 feet tall; 25 feet is allowed. The Applicant stated they will be 25 feet tall.

##### Fixture Type

Director Langer encouraged the Planning Commission to keep in mind the Lighting Ordinance was written with commercial structures in mind; this structure is meant to appear residential. The sconce light fixture is a little different than what is typically seen and has a bulb not shielded in the middle. He stated he wanted to be sure the Planning Commission was comfortable with this type of fixture.

The Planning Commission discussed the number and location of the fixtures. The Planning Commission approved the use of the sconces.

#### Architecture / Building Materials

The Planning Commission viewed a short video of the Grand Blanc location and discussed some of the elements that differ from the Hartland proposal.

Chair Fox reviewed the Materials tables in the staff memorandum stating, due to the newer materials available since these standards were set forth, they have been combining a lot of stone and calling them masonry products as long as the combined total meets the requirement. Chair Fox asked if the Planning Commission was comfortable with the Primary Façade Materials. The Planning Commission agreed.

Chair Fox asked if the Planning Commission was comfortable with the detached garage materials consisting mostly of siding to resemble a residential outbuilding. The Planning Commission agreed.

Chair Fox asked the Applicant what colors would be used for the roof. The Applicant stated it is a steel roof but a copper color.

The Planning Commission viewed the samples and discussed the color options for the roof and entry. The Planning Commission approved the proposed color palate for the building materials.

The Planning Commission approved the architectural waiver submitted by the Applicant.

Chair Fox commented the signage, although administratively approved, may be tricky due to the future projects planned and should be thoughtfully designed. The Applicant will work with the Planning staff on the sign.

The Planning Commission briefly discussed the letter dated November 9, 2017, from the Fire Authority. The Applicant stated they will comply.

Chair Fox asked if the Planning Commission was ready to move forward with the requested changes pending or if they want the Applicant make the changes and return at a future meeting. The Planning Commission briefly discussed these options. Director Langer suggested staff could work with Commissioner Grissim on the landscaping allowing the request to be approved with conditions tonight. The Planning Commission agreed.

Commissioner Voight offered the following motion:

**Move to approve Site Plan with Special Land Use Application #17-016, a request to construct a 1-story nursing home (Bella Vita), approximately 41,500 square feet in size. Approval is subject to the following conditions:**

- 1. Approval of the Special Land Use by the Township Board of Trustees.**
- 2. The applicant shall adequately address the outstanding items noted in the Planning Department's memorandum, dated November 9, 2017, on the Construction Plan set, subject to an administrative review by the Planning staff prior to the issuance of a land use permit, and work with Planning Commissioner Sue Grissim on the landscape plan.**
- 3. The applicant shall secure all applicable permits and licenses from the State for the nursing care facility and shall properly maintain all such permits and licenses.**
- 4. Applicant complies with any requirements of the Department of Public Works Director, Township Engineering Consultant, and Hartland Deerfield Fire Authority.**
- 5. The Planning Commission approves the architectural waiver, as requested.**

Seconded by Commissioner Newsom. Motion carried unanimously.

Commissioner Colaianne asked when the Special Use portion of the request will be placed on the Township Board agenda. Director Langer stated it would most likely be on the December 5, 2017 agenda.

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

**8. Old and New Business**

a. 2018 Planning Commission Meeting Calendar

Commission Colaianne offered a motion to approve the 2018 Planning Commission Meeting Calendar. Seconded by Commissioner Newsom. Motion carried unanimously.

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| <b>RESULT:</b>   | <b>APPROVED [UNANIMOUS]</b>             |
| <b>MOVER:</b>    | Joe Colaianne, Trustee                  |
| <b>SECONDER:</b> | Jeff Newsom, Vice Chairman              |
| <b>AYES:</b>     | Colaianne, Fox, Newsom, Grissim, Voight |
| <b>ABSENT:</b>   | Murphy, Mitchell                        |

**9. Call to Public**

None

**10. Planner's Report**

Director Langer reported the Ordinance Review Committee has met and is moving forward on the Landscape Ordinance amendments and other topics.

**11. Committee Reports**

None

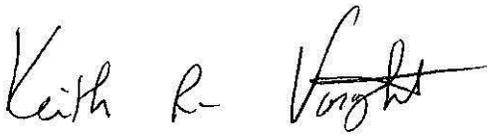
**12. Adjournment**

Motion to Adjourn

A Motion to Adjourn was made by Commissioner Newsom and seconded by Commissioner Colaianne. Motion carried unanimously. The meeting was adjourned at approximately 8:20 PM.

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| <b>RESULT:</b>   | <b>APPROVED [UNANIMOUS]</b>             |
| <b>MOVER:</b>    | Jeff Newsom, Vice Chairman              |
| <b>SECONDER:</b> | Joe Colaianne, Trustee                  |
| <b>AYES:</b>     | Colaianne, Fox, Newsom, Grissim, Voight |
| <b>ABSENT:</b>   | Murphy, Mitchell                        |

Submitted by,

A handwritten signature in black ink that reads "Keith R. Voight". The signature is written in a cursive style with a horizontal line extending from the end of the name.

Keith Voight  
Planning Commission Secretary