

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**

Motion to approve the Agenda

A Motion to approve the Meeting Agenda was made by Commissioner Mitchell and seconded by Commissioner Newsom. Motion carried unanimously.

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

5. **Approval of Meeting Minutes**

a. Planning Commission - Regular Meeting - Nov 16, 2017 7:00 PM

A Motion to approve the Meeting Minutes of November 16, 2018 was made by Commissioner Colaianne and seconded by Commissioner Newsom. Motion carried unanimously

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

6. **2018 Annual Planning Commission Organizational Meeting**

a. 2018 Review of the Hartland Township Planning Commission Bylaws

A Motion was offered by Commissioner Newsom to reaffirm the Planning Commission By-Laws. Seconded by Commissioner Murphy. Motion carried unanimously.

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

b. 2018 Planning Commission Election of Officers

A Motion was offered by Commissioner Colaianne to maintain the existing officers currently serving in those positions. Seconded by Commissioner Mitchell. Motion carried unanimously.

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

c. 2018 Planning Commission Committee Appointments

Chair Fox reappointed Commissioner Grissim, Commissioner Murphy and Commissioner Voight to the Ordinance Review Committee.

Chair Fox reappointed himself and Commissioner Voight to the Site Plan Review Committee.

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| RESULT: | INFORMATIONAL |
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7. Call to Public

None

8. Old and New Business

a. Site Plan #17-018 Village Manor Retirement Planned Development

Director Langer gave a brief overview of the project and the location.

Josh Stine, the Applicant introduced himself and Frank Reynolds. He stated Waldenwoods is also a partner in this development. The Applicant stated the following:

- Project was always intended to be 136 units.
- Chose to develop the project in two phases; 116 at first with the addition of 20 units.
- Successful part of the community with a good occupancy rate and a great reputation.
- Fully occupied for many years and would like to add 20 units as per the original plan in 2007-2008.

Chair Fox referred to the staff memorandum dated January 4, 2018.

Landscaping

Director Langer stated they are focusing on the landscaping around the new additions and staff had no concerns.

Architecture /Building Materials

Director Langer stated this project was originally approved as a PD (Planned Development) which typically has specific development standards for architectural requirements. This PD did not set any standards for architectural components. Staff thought the best approach would be to apply the Ordinance. The existing building does not comply with all parts of the Ordinance so the Applicant was asked to match the existing building and request a waiver.

Chair Fox stated he remembers when the original plan was approved they went back and forth on that a bit but it is a beautiful looking facility. He asked if the Planning Commission had any comments or concerns with a continuation of the same as well as the architectural waiver. The Planning Commission agreed.

Chair Fox asked the Applicant if they were aware of the REU requirement and the comments in the DPW, Township Engineer and Fire Authority review letters. The Applicant stated they are and they will address any required REUs for this

Commissioner Voight asked if the exterior wall sconces will be the same as the original structure. The Applicant stated they will.

Commissioner Mitchell offered the following Motion:

Move to approve Site Plan Application #17-018, a request to construct Phase 2 of Village Manor which includes two, 2-story additions with 10 residential units per addition, for a total of 136 residential units, including approval of the architectural waiver request. Approval is subject to the following conditions:

1. The applicant shall adequately address the outstanding items noted in the Planning Department’s memorandum, dated January 4, 2018, on the Construction Plan set, subject to an administrative review by the Planning staff prior to the issuance of a land use permit.
2. The applicant shall secure all applicable permits and licenses from the State of Michigan for the residential retirement facility and shall properly maintain all such permits and licenses.
3. Applicant complies with any requirements of the Department of Public Works Director, Township Engineering Consultant, and Hartland Deerfield Fire Authority.

Seconded by Commissioner Newsom. Motion carried unanimously.

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

9. Call to Public

None

10. Planner's Report

None

11. Committee Reports

Chair Fox mentioned Winterfest on January 27, 2018 and the dedication of the new park facilities at Noon that same day.

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 7:15 PM.

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

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 word "Voight".

Keith Voight
Planning Commission Secretary