

HASTINGS PLANNING COMMISSION A G E N D A

Monday February 5, 2024

1. **Call to Order/Roll Call** (Regular meeting starts at 7:00 p.m.)
2. **Pledge of Allegiance**
3. **Approval / additions / deletions to agenda**
4. **Approval of Minutes** January 2, 2024 Draft Meeting Minutes of the Planning Commission *
5. **Informative Items:** None
6. **Public Hearings:** None
7. **New Business:**
 - A. Garry Moyer 936 W. Clinton Street Rezoning Discussion. *
8. **Old Business:**
 - A. Receive JPA / JPC Update.
 - B. Consider Planning Commission 2024 General Work Task List. *
 - C. Report Regarding Tracking and Terms and Conditions Imposed by the Planning Commission. *
 - D. Review Planning Commission 2023 Annual Report for Submission to Council. *
9. **Open Public Discussion and Comments**
10. **Staff Comments**
11. **Commissioner Comments**
12. **Adjourn**

*Indicates attachment

CITY OF HASTINGS
PLANNING COMMISSION MEETING MINUTES
January 2, 2024

The meeting was called to order at 7:00 p.m. by Chairperson Hatfield with the following Commissioners present: Levi Bolthouse, Scott Darling, David Hatfield, Nichole Lyke, Tom Maurer, Sarah Moyer-Cale, and Dave Tossava. Absent: Chelsey Foster, Jacquie McLean.

Call to Order

Also present: No staff or consultant present.

New Commissioners Bolthouse and Darling took the oath of office.

Oath of Office

It was MOVED by Lyke and SECONDED by Darling to approve the agenda as presented. All members present voting yes, motion carried.

Approval of the Agenda

It was MOVED by Tossava and SECONDED by Maurer that the proposed minutes of the Regular Meeting of December 4, 2023 be approved. All members present voting yes; motion carried.

Approval of the Minutes

It was MOVED by Tossava and SECONDED by Maurer that the proposed minutes of the Workshop Meeting of December 4, 2023 be approved. All members present voting yes; motion carried.

None.

Informative Items

A public hearing was held to review and consider a site plan and special use permit for Chris Nelson of N6 Towing for a vehicle repair and open-air businesses consisting of motor vehicle sales and towing recovery business located at 1633 and 1745 South Hanover Street, Hastings, MI 49058. Mr. Nelson spoke on behalf of the application. Chairperson Hatfield invited comment from the public; no members of the public spoke regarding the application. Discussion was held.

Public Hearing:
1633 and 1745
South Hanover –
special land use
and site plan

MOTION by Tossava and SECONDED by Maurer to approve the special land use and site plan application with the following notations and conditions:

Administrative review and approval of the following:

- Submittal of a revised site plan demonstrating the building setbacks and building height including setbacks of outdoor display and storage areas
- Verification of the parking requirements and demonstrated compliance with all parking requirements including parking surface material
- Demonstrated compliance with all landscape requirements
- Stormwater review and approval by DPS
- Fire department review and approval
- Compliance with all other local ordinances

These items were additionally noted for the approval:

- Existing sidewalk approved as it is currently constructed
- The only zoning standard that was explicitly waived was to allow the 8ft high steel wall for the impound area. No other standards were waived by the commission.
- No additional site lighting is being proposed
- Both driveways are allowed to remain

It was **MOVED** by Tossava and **SECONDED** by Lyke to elect David Hatfield as Chairperson, Tom Maurer as Vice-Chair, and Sarah Moyer-Cale as Secretary. All members present voting yes; motion carried.

New Business:
Election of Officers

Discussion of the annual report was tabled until the next meeting.

Annual Report

Moyer-Cale reported that the JPA had met and distributed the draft minutes. The JPC also met to elect officers and set their meeting schedule for 2024.

Old Business
JPA/JPC Update

No changes.

Work Task List

No changes.

Tracking Terms and Conditions

No public comment was received.

Public Comment

None.

Staff Comments

The Commissioners welcomed Bolthouse and Darling to the Planning Commission. Chairperson Hatfield wished to express gratitude to Lois Bowers for her many years of service to the Planning Commission.

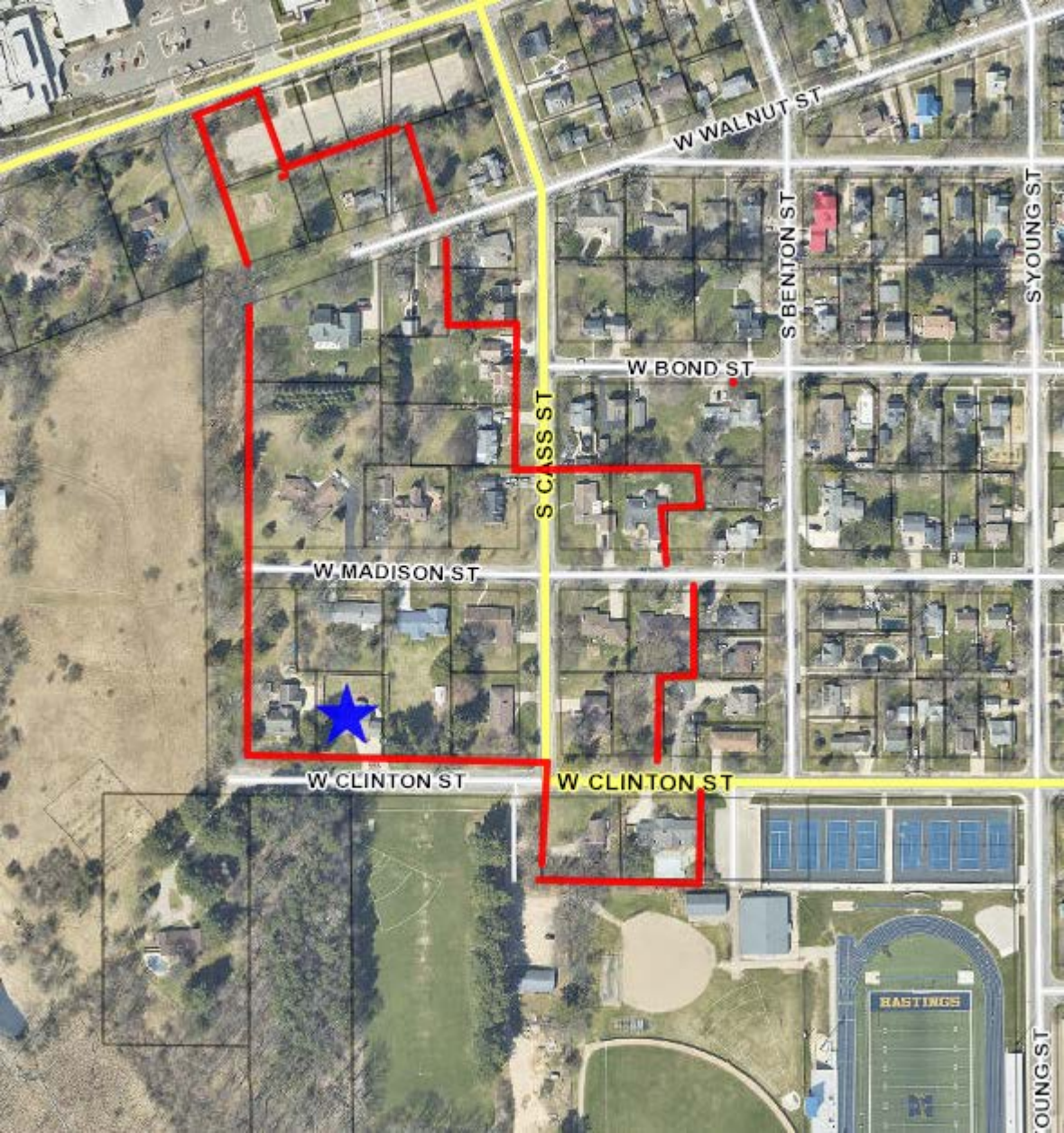
Commission Comments

It was **MOVED** by Lyke and **SECONDED** by Maurer to adjourn the meeting. All members present voting yes, motion carried. Meeting adjourned at 8:05 p.m.

Adjournment

Respectfully submitted,

Sarah Moyer-Cale,
Secretary



W WALNUT ST

S BENTON ST

S YOUNG ST

W BOND ST

S CASS ST

W MADISON ST

W CLINTON ST

W CLINTON ST

EASTINGS

S YOUNG ST

City of Hastings
Planning Commission
Work Tasks for 2024
STATUS REPORT FOR 2024

1. Consider development of “Complete Streets” ordinance or policy and review subdivision text regarding street width. Hold until after December 2023 Planning Commission meeting.
2. Review Sec. 90-973 Signs in the B-1, B-2, B-3, B-4, and B-6 districts (as related to portable sidewalk ground signs). Review temporary sign ordinance text amendment to incorporate “sandwich” boards. Recommend text amendment review January 2024.
3. Review Article 90-XII Landscaping Section 90-1010 for permitted trees that are an invasive species. Recommend text amendment review January 2024.
4. Review Section 90-883 (b)(4) pertaining to the maximum driveway width serving a single-family or two-family dwelling. Review 1st quarter of 2024.
5. Review zoning map for consolidation/simplification. Review to include, but not be limited to, Action Items identified in the GAP analysis of the Master Plan.
Planning Consultant Harvey to provide recommendation.
6. Review Division 90-IX-6 Open Space Preservation Projects for lot size, cap limits, and other regulations. Master Plan action item. Open for discussion in 2024.
7. Review Section 90-425 and others requiring Planning Commission approval for parking reduction and Section 90-472(1) to consider increasing distance from municipal parking lots from 300 feet to 500 feet for off-street parking requirements. Master Plan action item.
8. Review live-work standards for occupancy and total square footage adjustments. Master Plan action item.
9. Review landscape buffer requirements between multiple family zoned lots and the B-1 district for waste of developable space. Master Plan action item.
10. Review Article 90-VII Planned Unit Development for complete amendment consideration.

11. Consider development of a Planned Residential District zoning classification to allow for higher density housing through smaller lot sizes and smaller dwelling square footage requirements. **Refer to Housing Committee for discussion.**
12. Review text regarding multi-family dwellings for possible modification. Master Plan action item. **Refer to Housing Committee for discussion.**
13. Review Section 90-423 requiring multiple family developments to be reviewed as special uses. Master Plan action item. **Refer to Housing Committee for discussion.**
14. Review Section 90-427(b)(1) regarding conversion of single-family structure to multifamily use approval requirements. Master Plan action item. **Refer to Housing Committee for discussion.**
15. Review single-family uses permitted by right in multiple family districts. Master Plan action item. **Refer to Housing Committee for discussion.**

Site Plan Tracker

Project Name and Address	App and fees paid	Site plan and prints to staff	PC Agenda Date	PC Decision	Conditions for completion	COI
Meadowstone Mobile Home Park 1812 Lavender Drive	1.14.20	1.14.20	2.3.20	Approved	PED X Insulation from roadway Natural feature buffer	
EWB Properties, LLC 400 and 410 W. State Street	2.7.20	2.7.20	3.2.20	Approved	Stormwater runoff compliance	
Hastings Pro Auto Service 229 N. Broadway	10.25.21	10.25.21	3.7.22	Approved	Dumpster enclosure Sidewalk installation Fire Dept. review of traffic circulation	
Meadowstone Mobile Home Park 1812 Lavender Drive	1.13.22	1.13.22	5.2.22	Approved	Refuse disposal enclosure Landscaping Driveway width Elevations to be reviewed for façade Sidewalk installation prior to COI	
EWB 400 W. State Street	7.14.21	7.14.21	6.6.22	Approved	Monument sign on State - Removal Illumination must meet standards	
City of Hastings Parking Lot 8	8.19.22	NA	NA	Administrative	Fencing details Parking space width compliance Canopy tree type compliance	

Site Plan Tracker

Project Name and Address	App and fees paid	Site plan and prints to staff	PC Agenda Date	PC Decision	Conditions for completion	COI
Serenity Village 700 East Woodlawn	9.28.22	9.28.22	11.7.22	Approved	Landscaping Off Street Loading Ped. Access from sidewalk PC extends approval to 11-7-2024	
Tyden Lofts 326 W. State Street	10.17.22	10.17.22	11.7.22 12.5.22	12.5.22	Signage approved via permit Engineering approved by Director Tate	
Whitewater Car Wash 1105 W. State Street	12.21.22	1.11.23	2.6.23	2.6.23	Landscaping per PC Minutes 2.6.23	
City of Hastings and Barry County Central Dispatch 1037 East State Street	NA	3.27.23	5.1.23	5.1.23	Administrative approval of performance standards. Waiver of side setback requirement	
420 E Mill Street PUD 328 and 420 E Mill Street	5.30.23	5.31.23	7.3.23	7.3.23	City Council approval 24.5 units/acre 40 ft building height 5 feet front setback 30 ft building separation Delineation of phased development Lighting, landscaping, building exterior to be approved administratively. Acceptance of parking lot/100 yr FP DPS and Fire approval.	

Meadowstone Apartments III 710 Barfield Drive	6.12.23	6.12.23	8.7.23	8.7.23	Exterior finish subject to administrative approval. Utility and storm management subject to approval by the DPS Director. Fire department approval.
Chris Nelson N6 Towing	12.7.23	12.7.23	1.2.24	1.2.24	Submit revised site plan with setbacks, bldg height, outdoor display. Verification of parking requirements. Stormwater review. Compliance with landscape requirement.

CITY OF HASTINGS
Year in Review Synopsis of Activity
PLANNING COMMISSION 2023

DATE	APPLICANT/PROJECT	REQUEST	ACTION
Jan. 03	Planning Commission	Preliminary site plan review for Whitewater Car Wash at 1105 West State Street.	Commission set a public hearing for the February 6, 2023 meeting for site plan review and special use permit consideration.
	Planning Commission	Commission held election of officers for 2023	Commission elected Hatfield as Chair, Maurer as Vice Chair, and Moyer-Cale as Secretary.
	Planning Commission	Commission discussed Food Truck draft text amendment.	Commission to further review text amendment at the February 6, 2023 meeting.
Feb 06	Planning Commission	Public hearing to review and consider site plan and special use permit for Whitewater Car Wash at 1105 West State Street.	Commission approved the site plan and special use permit for Whitewater Car Wash with conditions.
	Planning Commission	Public hearing regarding text amendments to Child Care Homes was reopened.	Commission approved the text amendments and forwarded on to City Council with an approval recommendation.
	Planning Commission	2022 Planning Commission annual report was reviewed	Planning Commission approved forwarding the 2022 Planning Commission annual report to City Council.
	Planning Commission	King presented an administrative site plan approval for Johnny's at 135 East Green Street regarding an accessory structure.	No action required by Planning Commission.
	Planning Commission	Planning Commission reviewed draft text amendment regarding food trucks.	Planning Commission requested further work be done on the text amendment. Staff to present revisions at the March meeting.
Mar. 06	Planning Commission	Commission reviewed draft food truck text.	Commission set a public hearing for the April 3, 2023 meeting for the food truck text amendment.

	Planning Commission	Commission reviewed Harvey memo regarding parking of trailers and RVs.	Commission concensus to move forward with approach to text modifications.
	Planning Commission/City Council Joint Meeting	Joint Workshop with City Council to discuss amendments relating to two-family dwellings	Commission scheduled a joint workshop with City Council for Monday June 13 to discuss amendments relating to two-family dwellings
April 03	Planning Commission	Public hearing for text amendments to Food Truck ordinance.	Commission approved ordinance and referred to City Council with an approval recommendation.
	Planning Commission	Commission reviewed and discussed driveway width at residential property lines.	Commission tabled the discussion until a later meeting.
	Planning Commission	Barry County Central Dispatch communication tower discussion.	Commission set a public hearing for the May 1, 2023 meeting for site plan and special use permit review.
	Planning Commission	Stormwater standards review.	Director Tate reviewed the revised storm water standards.
	Planning Commission	Trailers and RV memo from Harvey was presented for discussion.	Commission requested draft text be presented at the May 1, 2023 meeting for review.
May 1	Planning Commission	Public hearing to review and consider site plan and special use for Central Dispatch Communications Tower at 1037 E. State	Commission approved the site plan and special use permit with conditions.
	Planning Commission	Rezoning request for 1117 S. Michigan from R-S to R-2.	Commission set a public hearing for June 5, 2023.
	Planning Commission	Conditional rezoning request for 1107 N. Ferris from R-1 to R-2.	Commission set a public hearing for June 5, 2023.
	Planning Commission	Review text amendment regarding ZBA variance criteria.	Commission set a public hearing for June 5, 2023 to reievw and consider text amendment.

	Planning Commission	Harvey provided a memo regarding driveway width in residential districts.	Commission deferred action and recommended placement on the Work Task List with low priority.
June 5	Planning Commission	Public hearing for rezoning 1117 S Michigan from R-S to R-2.	Commission approved rezoning and referred to City Council with an approval recommendation.
	Planning Commission	Public hearing for conditional rezoning 1107 N Ferris from R-1 to R-2.	Commission approved conditional rezoning with conditions and referred to City Council with an approval recommendation.
	Planning Commission	Public hearing to review and consider text amendment to ZBA variance criteria.	Commission approved text amendment and referred to City Council with an approval recommendation.
	Planning Commission	Public hearing to review and consider text amendment for tractor/trailer/RV parking.	Commission approved text amendment with edits and referred to City Council with an approval recommendation.
	Planning Commission	Preliminary site plan review for 328 and 420 E Mill Street for CopperRock Construction.	Commission set a public hearing for July 3, 2023 for PUD amendment and site plan review.
July 03	Planning Commission	Public hearing for site plan review and PUD amendment for CopperRock Construction at 328 and 420 East Mill.	Commission approved site plan and PUD amendment with conditions and referred to City Council with an approval recommendation.
	Planning Commission	Preliminary site plan review for Meadowstone Apartment at 710 Barfield Drive.	Commission set a public hearing for site plan review and PUD amendment on August 7, 2023.
Aug. 07	Planning Commission	Public hearing to review final site plan and PUD amendment for Meadowstone Apartments at 710 Barfield Drive.	Commission approved the site plan and PUD amendment with conditions and referred to City Council with and approval recommendation.
Nov. 07	Planning Commission	King reviewed an Administrative Site Plan approval for T-Mobile regarding co-location of equipment on an existing tower.	No action required by Planning Commission.
	Planning Commission	King reviewed an Administrative Site Plan approval for Spectrum Health Corewell	No action required by Planning Commission.

regarding a mobile MRI docking station.

Planning Commission

King reviewed and Administrative Site Plan approval for Matt and Jenny Haywood for construction of an accessory building.

No action required by Planning Commission.

Dec. 04 Planning Commission

Planning Commission conducted a workshop regarding Complete Streets.

Planning Commission will add to Work Task List and review in 2024.

Planning Commission

Planning Commission reviewed extensive recommended edits and additions to the Work Task List.

Planning Commission discussed the Work Task List and will begin working on action items in January 2024.