

# **HASTINGS PLANNING COMMISSION A G E N D A**

**Monday March 6, 2023**

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** February 6, 2023 Draft Meeting Minutes of the Planning Commission \*
5. **Informative Items:** Planetizen Training Modules  
Visioning Session – Economic Development and Marketing Strategies \*  
Streetscape Design Open House \*
6. **Public Hearings: None**
7. **New Business: None**
8. **Old Business:**
  - A. Receive JPA / JPC Update.
  - B. Consider Planning Commission 2023 General Work Task List. \*
  - C. Report Regarding Tracking and Terms and Conditions Imposed by the Planning Commission. \*
  - D. Discuss Mobile Food Truck ordinance draft text. \*
  - E. Discuss Planning Consultant memo regarding tractor, trailer, and RV parking text. \*
9. **Open Public Discussion and Comments**
10. **Staff Comments**
11. **Commissioner Comments**
12. **Adjourn**

\*Indicates attachment

**CITY OF HASTINGS**  
**DRAFT PLANNING COMMISSION MEETING MINUTES**  
**February 6, 2023**

The meeting was called to order at 7:00 p.m. by Chairperson Hatfield with the following Commissioners present: Jordan Brehm, Lois Bowers, Chelsey Foster, David Hatfield, Nichole Lyke, Tom Maurer, Jacquie McLean, Sarah Moyer-Cale, and Dave Tossava. Absent: None.

**Call to Order**

Also present: Community Development Director Dan King and Planning Consultant Rebecca Harvey.

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

**Approval of the Agenda**

It was MOVED by Foster and SECONDED by Maurer that the proposed minutes of the meeting of January 3, 2023 be approved. All members present voting yes; motion carried.

**Approval of the Minutes**

None.

**Informative Items**

King provided an overview of the application process for the special land use/site plan application provided by the applicant. Harvey summarized the content of the SLU/site plan review report and noted the additional landscaping requirements needed for the site. Erin McMachen was present from Stonefield Engineering to represent the application. McMachen described the project and the changes that had been made since the preliminary review.

**Public Hearing:**  
WhiteWater car wash 1105 W. State Street

Commissioners inquired about the potential for noise generated by the site from the vacuum area and blowers. McMachen confirmed that noise studies conducted at similar WhiteWater projects demonstrated that the noise level was no greater than that created by traffic on the street.

The public comment portion of the hearing was opened by Chairperson Hatfield at 7:12pm. Two members of the public spoke regarding the application. One member asked about the noise that could be created by the project and reported he had heard about a drainage issue near the site in the past. His concerns were addressed. Another member asked a question about length of employment for those working at the current diner on site; it was noted by the Chair that such questions should be directed to the restaurant owner. Chairperson Hatfield closed the public portion of the meeting at 7:17pm.

Discussion was held amongst the commissioners. It was MOVED by Maurer and SECONDED by Brehm to approve the site plan for 1105 W. State Street by WhiteWater Car Wash contingent upon the addition of landscaping compliant with both the requirements of the zoning ordinance and additional evergreen landscape buffering on the west side of the site with final plans are to be approved by city staff. It was also noted that the vacuums are considered by the Commission to be an appropriate accessory use. All members present voting yes; motion carried.

The Public Hearing regarding text amendments for Chapter 90, Article 90, Section 90-1 Definitions pertaining to Child Care Homes (a) and (b) and corresponding text amendments relating to child care homes was reopened by Chairperson Hatfield after being postponed at previous meetings. Harvey provided an overview of the proposed amendments. It was MOVED by Foster and SECONDED by Lyke to forward the text to the City Council for approval. All members present voting yes; motion carried.

Child/daycare  
home text  
amendment

It was MOVED by Foster and SECONDED by Maurer to approve and forward the 2022 Planning Commission Annual Report to the City Council. All members present voting yes; motion carried.

**New Business:**  
PC Annual  
Report

King provided information regarding the accessory structure that was approved at Johnny's at 135 E. Green. No parking or other substantial impacts would be made by the addition. The application was approved administratively in compliance with the Zoning Ordinance.

Administrative  
Review Report  
for 135 E. Green  
St

Moyer-Cale reported that neither the JPA nor the JPC had recently met.

**Old Business**  
JPA/JPC Update

King noted no new additions or deletions.

Work Task List

King noted no changes on the tracking sheet.

Tracking Terms  
and Conditions

Discussion was held regarding the draft text for food trucks on private property in the City. It was determined that more work needed to be done regarding the term of approval and to specify that the food trucks are intended to be temporary. Other potential issues were discussed. Harvey will make adjustments to the text and revise for the March PC meeting.

Mobile Food  
Truck Ordinance  
Text

No public comment was received.

**Public Comment**

King expressed appreciation for the investment that WhiteWater is making in the City of Hastings and for the years of support that the State Street Diner owners have given to the community.

**Staff Comments**

Commissioners welcomed Jacquie McLean back to the Planning Commission.

**Commission  
Comments**

It was MOVED by McLean and SUPPORTED by Bowers to adjourn the meeting. All members present voting yes, motion carried. Meeting adjourned at 8:28 p.m.

**Adjournment**

Respectfully submitted,

Sarah Moyer-Cale,  
Secretary



# VISIONING SESSION

## ECONOMIC DEVELOPMENT -AND- MARKETING STRATEGIES

PUBLIC WELCOME

PROVIDE INPUT / SHARE FEEDBACK ABOUT  
HASTINGS  
STRENGTHS - CHALLENGES - OPPORTUNITIES

6:00 - 7:30 PM WEDNESDAY, MARCH 22, 2023  
LEASON SHARP HALL - BARRY COUNTY ENRICHMENT CENTER  
231 S. BROADWAY



City of Hastings  
[hastingsmi.org](http://hastingsmi.org) | 269.945.2468





## STREETSCAPE DESIGN OPEN HOUSE

Please join City of Hastings staff and members of the design team from MCSA Group, Inc. for an open house from **10:00 a.m. until Noon on Monday, March 13<sup>th</sup>** at Left Field Coffee, located at 126 E. State Street in Hastings.

Participants may review design components and ask specific questions regarding the streetscape design. The project area includes State Street between Broadway and Boltwood streets and is scheduled to commence in July 2023. During the open house, merchants and business owners will have an opportunity to sign up for individual meetings with the MCSA Group at various available times to be held on Wednesday March 15<sup>th</sup>. If you are unable to attend the open house but would like to sign up for an individual meeting, please contact Dan King.

Please contact Community Development Director, Dan King at 269-945-2468 or [dking@hastingsmi.org](mailto:dking@hastingsmi.org) with any questions.



Streetscape Design Open House  
March 13, 2023  
10 AM to Noon  
@ Left Field Coffee  
126 E. State Street in Downtown Hastings

***City of Hastings***  
**Planning Commission**  
**Work Tasks for 2023**  
***STATUS REPORT FOR MARCH 2023***

1. Continue to work with Hastings Charter Township, Rutland Charter Township and others in regional growth planning and management efforts.
2. Review the Court Street PUD using hypothetical build out scenarios.
3. Consider actions strategies as identified in the Master Plan to accomplish specific desired outcomes within commercial and residential zoning districts.

- Provide for a wide variety of housing types, sizes, and densities.
- Maintain existing housing stock and infrastructure.
- Encourage residential development within areas targeted for growth and investment.
- Provide for land use options/incentives designed to encourage reuse of vacant buildings and infill development.

4. Consider zoning amendments related to the M-37 Access Management Plan.
5. Monitor plan to construct sidewalks and trail system throughout the City of Hastings.

***- Ongoing. City seeking funding where available.***

6. Consider changes to the infrastructure requirements to accommodate denser or more traditional residential development.
7. Consider development of “Complete Streets” ordinance or policy.
8. Consider the following principles to align with Blue Zones Activate Program:

- Offer incentives or expedited approvals for the following Blue Zone principles:
  - Locate new development adjacent to existing infrastructure
  - Create a mixed-use community
  - Build pedestrian amenities (sidewalks, lights, benches, etc) on both side of the streets
  - Provide public facilities for physical activity such as shared-use paths or trails
  - Create bike lanes and bike parking
  - Create opportunities for resident interaction
  - Create mid-block cross walks for traffic calming

9. 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).
10. 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.
11. Continue path to Redevelopment Ready Communities (RRC) certification by reviewing zoning related codes and procedures.
12. Review Section 90-929 Supplemental Parking Requirement in Residential Zones and other pertinent sections relating to the parking of semi-tractors, semi-trailers, and vehicles with two or more rear axles.
13. Consider Mobile Food Vehicles ordinance for the regulation of food trucks.
14. Review and consider adding text regarding green infrastructure components.
15. Review subdivision text regarding street width.
16. Review text regarding Adult Day Care Homes, Adult Foster Care Family Home, Adult Foster Care Large Group Home, etc.

# 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<br>1812 Lavender Drive | 1.14.20           | 1.14.20                       | 2.3.20         | Approved       | PED X Insulation from roadway<br>Natural feature buffer  |     |
| EWB Properties, LLC<br>400 and 410 W. State Street  | 2.7.20            | 2.7.20                        | 3.2.20         | Approved       | Stormwater runoff compliance   |     |
| Hastings Pro Auto Service<br>229 N. Broadway        | 10.25.21          | 10.25.21                      | 3.7.22         | Approved       | Dumpster enclosure<br>Sidewalk installation<br>Fire Dept. review of traffic circulation  |     |
| Meadowstone Mobile Home Park<br>1812 Lavender Drive | 1.13.22           | 1.13.22                       | 5.2.22         | Approved       | Refuse disposal enclosure<br>Landscaping<br>Driveway width<br>Elevations to be reviewed for façade<br>Sidewalk installation prior to COI |     |
| EWB<br>400 W. State Street                          | 7.14.21           | 7.14.21                       | 6.6.22         | Approved       | Monument sign on State - Removal<br>Illumination must meet standards   |     |
| City of Hastings<br>Parking Lot 8                   | 8.19.22           | NA                            | NA             | Administrative | Fencing details<br>Parking space width compliance<br>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<br>700 East Woodlawn       | 9.28.22           | 9.28.22                       | 11.7.22            | Approved    | Landscaping<br>Off Street Loading<br>Ped. Access from sidewalk       |     |
| Tyden Lofts<br>326 W. State Street          | 10.17.22          | 10.17.22                      | 11.7.22<br>12.5.22 | 12.5.22     | Signage approved via permit<br>Engineering approved by Director Tate |     |
| Whitewater Car Wash<br>1105 W. State Street | 12.21.22          | 1.11.23                       | 2.6.23             | 2.6.23      | Landscaping per PC Minutes 2.6.23                                    |     |

## FOOD TRUCKS/FOOD TRUCK PARKS

### Sec 90-1 Definitions

- *Food Truck* means a motorized or non-motorized vehicle designed as a complete and transportable unit and used as a mobile business to sell food and/or beverages from a stationary location during serving hours. Food trucks exclude structures installed with a permanent foundation, tent-walled structures, and mobile food trucks which distribute food and/or beverages as driven throughout a community (e.g., mobile ice cream truck).



*Food Truck*



*Food Truck*

- *Food Truck Park* means three (3) or more food trucks that congregate at an established private property location to offer food and/or beverages for sale to the public as the principal use of the land.



*Food Truck Park*



*Food Truck Park*

**Section 90-462 Permitted Uses (O Office District)**

Add: (p) Food Trucks/Food Truck Parks as regulated by Division 90-IX-8.

**Section 90-472 Permitted Uses (B-1 Central Business District)**

Add: (v) Food Trucks/Food Truck Parks as regulated by Division 90-IX-8.

**Section 90-552 Permitted Uses (D-1 Industrial District)**

Add: (q) Food Trucks/Food Truck Parks as regulated by Division 90-IX-8.

| SUMMARY OF PROPOSED FOOD TRUCK/FOOD TRUCK PARK DISTRICTS |                    |                              |                                   |
|--|--------------------|------------------------------|-----------------------------------|
| ZONING DISTRICT  | ORDINANCE SECTION  | USE                          | P=PERMITTED<br>S=SPECIAL LAND USE |
| O  | Section 90-462 (p) | Food Trucks/Food Truck Parks | P*                                |
| B-1  | Section 90-472 (v) | Food Trucks/Food Truck Parks | P*                                |
| B-2  |                    | Food Trucks/Food Truck Parks | P*                                |
| B-3  |                    | Food Trucks/Food Truck Parks | P*                                |
| B-4  |                    | Food Trucks/Food Truck Parks | P*                                |
| B-6  |                    | Food Trucks/Food Truck Parks | P*                                |
| D-1  | Section 90-552 (q) | Food Trucks/Food Truck Parks | P*                                |
| D-2  |                    | Food Trucks/Food Truck Parks | P*                                |
| <i>*As regulated by section 90-915</i>                   |                    |                              |                                   |

## **ARTICLE 90-IX SUPPLEMENTARY DISTRICT REGULATIONS**

### **DIVISION 90-IX-8 FOOD TRUCKS/FOOD TRUCK PARKS**

#### **Sec 90-914 Scope**

- (a) *Public property.* A food truck located on public property is not regulated by this ordinance.
- (b) *Private property.* A food truck located on private property shall only be allowed as regulated by Article 90-VI – District Regulations and shall be subject to the standards and approval process of Section 90-915 – Standards.

#### **Sec 90-915 Standards**

- (a) *Location.* A food truck may be located and operate on property with or without a principal use/building.
- (b) *District regulations.* Lot area, lot width, setbacks and any other dimensional requirement of the zoning district shall apply.
- (c) *Parking.*
  - 1. A food truck located/operating on property with a principal use/building shall not serve to reduce on-site parking for the principal use/building in violation of parking requirements.
  - 2. A food truck located on property without a principal use/building and food truck parks shall be adequately served by on-site and/or off-site parking facilities.
- (d) *Separation.* A food truck shall not be located within 150 feet of a permanent business with a food license during the permanent business's hours of operation.
- (e) *Traffic.* A food truck shall be located and operate in such a manner so as not to interfere with pedestrian or vehicular traffic.
- (f) *Noise.* The use of amplifiers, banners, loud music and other attention gathering devices in conjunction with the operation of a food truck shall be prohibited.
- (g) *Lighting.* The use of flashing or blinking lights or strobe lights in conjunction with the operation of a food truck is prohibited. All exterior lights over 60 watts shall contain opaque, hood shields to direct the illumination downward.

- (h) *Refuse.* A food truck provider shall provide appropriate waste receptacles at the site of the food truck and keep the area in which it operates clean, sightly, and free of trash.
- (i) *Local ordinances.* A food truck shall comply with the city's nuisance ordinance, sign ordinance and all other city ordinances.
- (j) *Other regulations.* A food truck shall comply with all applicable federal, state, and county regulations.
- (k) *Approval.* A food truck/food truck park shall be subject to the following approval process:
  - 1. No food truck/food truck park shall locate or operate on private property until a temporary zoning permit has been approved by the city.
  - 2. Application for a temporary zoning permit shall be made through the city clerk/treasurer and shall be accompanied by a plot plan, which shall show parking and outdoor seating proposed to serve the food truck/food truck park, and demonstrate compliance with the standards of this section.
    - a. Application for a temporary zoning permit for a food truck may be for a single location or to rotate between multiple locations.
    - b. Application for a food truck/food truck park shall be accompanied by written consent of the property owner(s) of the private property(ies) under consideration.
  - 3. The zoning administrator shall review the application and plot plan for a single food truck to be located on one (1) property or multiple properties for compliance with the standards of this section. Based on these standards, the zoning administrator shall approve, deny or approve with conditions the temporary zoning permit.
  - 4. The planning commission shall review the application and plot plan for a food truck park for compliance with the standards of this section. Based on these standards, the planning commission shall approve, deny or approve with conditions the temporary zoning permit.
  - 5. The temporary zoning permit shall state the approved time periods of location/operation of the food truck/food truck park.
  - 6. A temporary zoning permit for a food truck/food truck park shall be valid for one calendar year.



7. A temporary zoning permit may be transferred to a new food truck proposed to replace the food truck previously designated. The new food truck shall be subject to the standards of this section and the conditions of the transferred temporary zoning permit.
8. An amendment of a temporary zoning permit is required if there are proposed modifications to the approved plot plan or conditions of the temporary zoning permit.
9. A temporary zoning permit may be revoked by the zoning administrator upon evidence of a failure to comply with the standards of this section and/or the conditions of the temporary zoning permit.



**MCKENNA**


March 6, 2023

Planning Commission  
City of Hastings  
201 East State Street  
Hastings, Michigan 49058

**Subject:** Tractor, Trailer & RV Parking

### Existing Text

- Section 90-929 prohibits ‘the outdoor parking or storage of semi-tractors, semi-trailers, or vehicles with 2 or more rear axles’:
  - in all residential areas;
  - on any streets, alleys or public ways within the City, except when actively loading or unloading;
  - and, all other areas except –
    - in connection with construction activity actually occurring on the property;
    - for a period of up to 3 hours for the purpose of loading or unloading;
    - where such vehicles are being offered for sale by a licensed dealership; or
    - where such vehicles are customarily used in connection with the business
- In short, there is currently no zoning district in the City that allows for the ‘outdoor parking or storage of semi-tractors, semi-trailers, or vehicles with 2 or more rear axles’ as an accessory use.
- Further, a non-accessory parking lot for the ‘outdoor parking or storage of semi-tractors, semi-trailers, or vehicles with 2 or more rear axles’ is not currently listed as an allowed use in any zoning district.
- The definition of ‘recreational vehicle’ (Section 90-1) establishes recreational vehicle size limits; Section 90-776 establishes limits for the parking of recreational vehicles in any district within the



City . . which includes front yard/front driveway parking; and, Section 90-929 prohibits the outdoor parking of recreational vehicles with more than 2 rear axles in any district or on any street.

- The current limitations on the outdoor parking/storage of semi-tractors, semi-trailers and recreational vehicles . . and the lack of off-site or non-accessory parking options . . is resulting in ordinance violations and unmet needs.

### Review/Amendment Objectives

- Allow non-accessory parking lots for the overnight parking of semi-tractors, semi-trailers, vehicles with 2 or more rear axles, and recreational vehicles on a short-term basis . . in identified locations/districts.
- Establish a non-accessory parking lot as a special land use . . and develop appropriate design standards that incorporate best practices and address potential impacts.
- Work with the Zoning Administrator and Code Enforcement Officer to understand the frequent parking violations and the perceived ‘deficiencies’ of Sections 90-776 and 90-929.
- Rewrite Sections 90-776 and 90-929 to simplify, address identified ‘deficiencies’, and coordinate with the new non-accessory parking lot provision.
- Preliminary Schedule:
  - March – interviews w/ Zoning Administrator and Code Enforcement Officer
  - April PC Meeting – summary of deficiencies; outline of proposed amendments
  - May PC Meeting – Draft #1



