



HASTINGS PLANNING COMMISSION COMMUNICATION

DATE: November 1, 2023

TO: Members of the Planning Commission and Staff

FROM: Dan King

SUBJECT: Information – November 6, 2023 Planning Commission Meeting.

Staff has been reviewing the Work Task List as well as Action Items stated in the Master Plan. We are recommending a revision of the Work Task List to eliminate the subjective nature of several of the tasks and revise the list to better align with the Action Items stated in the Master Plan.

We look forward to your comments at the meeting this coming Monday evening.

HASTINGS PLANNING COMMISSION A G E N D A

Monday November 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** August 7, 2023 Draft Meeting Minutes of the Planning Commission *
5. **Informative Items:** None
6. **Public Hearings:** None
7. **New Business:**
 - A. T- Mobile Administrative Site Plan Approval *
 - B. Pennock Hospital Administrative Site Plan Approval *
 - C. Haywood Administrative Site Plan Approval *
 - D. Consider Setting a Workshop at 6:00 PM on Monday December 4, 2023 for Complete Streets Presentation by Blue Zones Representatives.
 - E. Consider Extending Serenity Village Site Plan Approval until November 6, 2024.
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. *
9. **Open Public Discussion and Comments**
10. **Staff Comments**
11. **Commissioner Comments**
12. **Adjourn**

*Indicates attachment

CITY OF HASTINGS
DRAFT PLANNING COMMISSION MEETING MINUTES
August 7, 2023

The meeting was called to order at 7:00 p.m. by Chairperson Hatfield with the following Commissioners present: Jordan Brehm, Lois Bowers, David Hatfield, Nichole Lyke, Tom Maurer, Sarah Moyer-Cale, Jacquie McLean and Dave Tossava. Members absent: Chelsey Foster.

Call to Order

Also present: Community Development Director Dan King, DPS Director Travis Tate, Fire Chief Mark Jordan, and Planning Consultant Rebecca Harvey.

It was **MOVED** by Bowers and **SECONDED** by McLean 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 meeting of July 3, 2023 be approved. All members present voting yes; motion carried.

Approval of the Minutes

None.

Informative Items

Public hearing to review and consider the final site plan/PUD for Meadowstone Apartments, 710 Barfield Drive. King and Harvey spoke regarding the application process and elements of the site review. Joel Kamstra spoke on behalf of the applicant and answered questions from the Commission.

Public Hearing:
Final Site
Plan/PUD for
Meadowstone
Apts

Chairperson Hatfield opened the floor to public comment at 7:26 p.m. Lynette Ferguson (601 Terry Ln), Susan Jackson (699 Terry Ln), Sandy Chewning (529 Terry Ln), Craig Hamilton (601 Terry Ln), and Chuck Smith (696 Terry Ln) spoke during the public comment period, sharing concerns regarding lighting, buffer area, parking, noise, trespassing, and general development on the site. The public comment portion was closed at 7:41 p.m.

Kamstra provided additional information related to the comments made. Discussion was held regarding screening, landscaping, dumpster location, and other elements. It was **MOVED** by McLean and **SECONDED** by Tossava to recommend approval of the PUD amendment and Final Site Plan to the City Council with the following contingencies:

- Acceptance of a building density of 14 units/acre and 24-unit structures
- Acceptance of a building height that exceeds the standard maximum by one foot
- Notation that the housing unit size will have less than 600sq feet for some units
- Exterior building finish subject to administrative approval
- Utility and storm management subject to approval by the DPS Director
- Fire Department approval.

All members present voting yes; motion carried.

Moyer-Cale reported that neither the JPA nor the JPC had recently met, but both are scheduled this month.

None.

Mill St PUD added.

None.

It was noted that there was currently no business pending for the September meeting and that it is likely to be cancelled.

Lyke stated that the county-wide housing plan draft was in and that the final plan would be available for distribution soon. Bowers stated that it was good to see the Tyden Lofts project break ground.

It was MOVED by Bowers and SUPPORTED by McLean to adjourn the meeting. All members present voting yes, motion carried. Meeting adjourned at 8:21 p.m.

Respectfully submitted,

Sarah Moyer-Cale,
Secretary

New Business:
None.

Old Business:
JPA/JPC Update

Work Task List

Tracking Terms
and Conditions

Public Comment

Staff Comments

Commission
Comments

Adjournment



City of *Hastings* Michigan

(269) 945-2468
FAX (269) 948-9544

201 E. State Street 49058

August 21, 2023

Re: T-Mobile c/o SMJ International Site Location 1301 W. State Rd., Hastings, MI 49058

This letter is in response to the plans provided to collocate a diesel generator and automatic transfer switch for T-Mobile equipment at 1301 W. State Rd., Hastings, MI 49058.

Per Chapter 90, Article 90-XIII – 2, Section 90-1085 (c) of the Municipal Code, the site plan can be reviewed administratively if compliance with subsections 1-5 are confirmed.

Upon review of the site plan and site plan information, compliance with subsections 1-5 of Section 90-1085 (c) has been noted. Please coordinate Knox Box or other access information with Fire Chief Mark Jordan at mjordan@hastingsmi.gov. The site plan submittal is approved, and you may now proceed to obtain the applicable building and electrical permits.

If you have any questions or concerns, please feel free to contact me.

A handwritten signature in blue ink, appearing to read "Dan King", with a large, stylized flourish at the end.

Dan King
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City of *Hastings* Michigan

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201 E. State Street 49058

October 10, 2023

Re: 1009 West Green Street, Hastings, MI 49058 Corewell Health Pennock Hospital

This letter is in response to the plans provided for the construction of a 13.67' by 55' concrete pad for placement of a mobile MRI truck, related landscaping, parking, sidewalk reconstruction, and temporary MRI docking station.

Per Section 90-127 (b)(1) of the Municipal Code, the site plan can be reviewed administratively because there will be no change in use of the property nor an expansion of the building that will result in the need for more parking spaces.

Per Section 90-1052 (a), any person or agency for which a special land use has been approved shall notify the zoning administrator of any proposed amendment to the approved use and site plan. Any minor change such as dimension changes, increase in parking, drive relocation, landscaping changes, or movement of lighting or signs may be approved by the zoning administrator, who shall notify the planning commission in writing of such amendments. A copy shall be placed in the file of the original permit requested.

The Hastings Planning Commission granted site plan and an amendment to the special use permit approval to Spectrum Health- Pennock Hospital on February 4, 2019. The site plan from February 4, 2019 as well as current site photographs were utilized during the administrative site plan review process.

The proposed improvements meet zoning requirements and is approved.

If you have any questions or concerns, please feel free to contact me.

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201 E. State Street 49058

October 4, 2023

Re: Matt and Jennifer Haywood, 1506 E. State Street, Hastings, MI 49058

This letter is in response to the plans provided to construct a 2,400 square foot addition to the southern portion of the existing building located at 1506 W. State Street, Hastings, MI 49058.

Per Chapter 90, Article 90-IV, Section 90-127 (b)(1)(2) of the Municipal Code, the site plan can be reviewed administratively if a change in the use of a building or property or an expansion of the building or use which does not result in the need for more parking spaces required by this chapter and construction of a building or structure which is accessory to the principal building or use.

Upon review of the site plan and site plan information, compliance with Section 90-127 (b)(1)(2) has been noted. Please coordinate Knox Box or other access information with Fire Chief Mark Jordan at mjordan@hastingsmi.gov. The site plan submittal is approved, and you may now proceed to obtain the applicable building and electrical permits.

If you have any questions or concerns, please feel free to contact me.

A handwritten signature in blue ink, appearing to read "Dan King", is written in a cursive style.

Dan King
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City of Hastings
Planning Commission
Work Tasks for 2023
STATUS REPORT FOR NOVEMBER 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. Hold until after December 2023 Planning Commission meeting.
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). **Revise text to consider "sandwich" boards. Escalate priority and suggest text amendment.**
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. **Planning Commission discussion and likely restatement of attainable goal.**
11. ~~Continue path to Redevelopment Ready Communities (RRC) certification by reviewing zoning related codes and procedures.~~
12. ~~Review and consider adding text regarding green infrastructure components.~~
13. Review subdivision text regarding street width. **Current Master Plan action item.**
14. Review Article 90-XII Landscaping Section 90-1010 for permitted trees that are an invasive species. **Elevate to immediate action item and draft text revisions.**
15. Review Section 90-883 (b)(4) pertaining to the maximum driveway width serving a single-family or two-family dwelling.
16. Review text regarding multi-family dwellings for possible modification. **Master Plan action item. Recommend Housing Committee convene to discuss.**
17. **Review zoning map for consolidation/simplification.**

Zoning Ordinance Gap Analysis

A review and analysis of the City Zoning Ordinance, the Zoning Ordinance of the Hastings-Rutland Joint Planning Commission, and other development regulations were conducted.

In general, the City has adopted numerous regulations to allow for a more varied type of housing unit beyond detached single-family homes and apartments provided in auto-oriented developments. However, as of yet, a significant number of housing types have not been developed beyond the generic types of housing units mentioned. **The review and analysis has concluded that there are various regulatory details that can potentially impede the ability to develop or redevelop other types of housing units in Hastings.** The following is a summary of the more readily identifiable changes that should be considered. To amend the existing ordinance standards comprehensively, a detailed and extensive review and amendment process would be required to effectively remove all potential impediments to residential development and redevelopment.



Action Strategies

Eliminate the RR zoning district. With a 44,000 SF minimum lot size standard, the existence of this district encourages the continuation and potential development of single-family homes not compatible with a city. Such homes can be found in the greater Barry County area.

Open Space Neighborhood lot areas should not be defined.

Section 90-263A requires an average 7,000 SF lot size with a minimum 6,500 SF lot size. Similar to the general Open Space Project standards of Division 6, the average lot size should be requested by the applicant after creating an existing zoning plan.

Land area zoned A2 is very limited. The A-2 district should be expanded beyond a minimal one block perimeter of the B-1 district.

Compensate for existing institutional uses zoned A2 and B3. While several blocks are zoned and intended to offer higher density multiple-family development opportunities, the vast majority of land zoned A-2 and B-3 is currently occupied by institutions such as the Fire Station, electrical sub-stations, and DPW buildings. If it is not feasible to move these uses for redevelopment, the zoning should be relocated to more viable redevelopment opportunity sites.

Multiple family requiring special use discourages redevelopment.

Section 90-423 requires multiple-family development to receive special use approval. The additional approvals can impede redevelopment and should be removed.



Single-family uses permitted by right in multiple-family districts. In the various apartment and multiple-family districts, single-family homes are permitted by right. Not only does this encourage their continued use, but also more could be developed in the future. Single family uses should not be permitted in these districts. By becoming legally non-conforming, they are allowed to continue to sold to other residents but could eventually be required to be removed or converted to multiple-family residences.

Parking reduction requires Planning Commission approval.

Section 90-425 and others allow for a 30% reduction in parking standards but require Planning Commission approval. Such a reduction should be granted by right and approved administratively if the applicant meets the available parking criteria.

Available parking for uses in the B1 must be within 300 feet.

Section 90-472(1) allows for other available parking spaces to meet the off-street parking requirements, but requires the spaces be no more than 300 feet from the building. It also requires City Council approval. The measurement to the lot where the available space is located should be 500 feet from property line to property line and should be approved administratively.

Live-work standards require excessively large SF minimums. While live-work units are allowed in the downtown, they are required to be a minimum of 800 SF and can only occupy 20% of a unit. An 800 SF living unit would then require a 4,000 SF total unit space. This makes the vast majority of the unit dedicated to the non-residential use which is not in keeping with the entrepreneurial spirit of live-work units. The non-residential space should occupy a minimum of 30% of the overall unit with no minimum overall area requirement.

Maximum downtown height impacts economic viability of development/redevelopment. A maximum height of 40 feet functionally limits buildings in the B-1 to a maximum of three stories. To be economically viable, downtown buildings need several floors of leasable floor space. Increasing the maximum building heights can allow more units which could make the construction cost more viable based on potential rental income.



Higher buildings in B1 require additional setbacks. By requiring additional setbacks for each foot a building goes above the maximum allowed results in buildings that do not contribute to the existing streetwall and make them more suburban in style. Light and air could be allowed down to the street by requiring the higher floors to stepback 10 feet or more from the zero setback lines.

Landscape buffers should be provided by adjacent nonresidential uses, not the B1 uses. By requiring landscape buffers between multiple-family zoned lots or the B-1 and other adjacent residential and non-residential uses takes viable development space away from downtown property. Requiring the non-residential zoned and used lot to provide the buffer on their property would place the requirement on the use that is necessitating a buffer.

Conversion from a single-family use to multiple-family. Section 90-427(b)(1) requires a single-family structure being converted to a multiple-family use to obtain site plan approval from the Planning Commission. Such a process is a deterrent to redevelopment. Administrative review and approval of a plot plan can sufficiently ensure the redevelopment meets the standards of the zoning ordinance.

Maximum density for PUDs should not be set. The current PUD standards require a maximum density of 6 units in single-family zoned areas and 16 in multiple-family areas. The density for a PUD should be proposed by the applicant and negotiated based upon the various benefits an applicant is proposing to provide in lieu of the reduction in zoning standards.

Open space should not be capped. The Open Space Project standards have a required maximum of 30% which could potentially limit a proposed development opportunity. The applicant should be allowed to present a proposal with a minimum of 20% and make a case to increase open space for a reduction in other zoning standards.

Minimum road pavement should be revised. Currently new roads are required to provide a minimum of 36 feet from curb to curb and a minimum of 28 feet for local streets from curb to curb. The rights-of-way are also required to be a minimum of 66 feet or more depending on the road function. Road cross-sections should be proposed that factor in minimal travel lane widths and provide adequate areas for sidewalks, utilities, on-street parking and bike lanes where appropriate.



Permitting costs and time frames are key but do not currently pose limitations.

Hastings Master Plan Committee
Panel Discussion on Housing

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	
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.