

**CITY OF HASTINGS**  
**DRAFT PLANNING COMMISSION MEETING MINUTES**  
**January 4, 2021**

Members present: Bowers, Brehm, Czarnecki, Denton, Foster, Maurer, Resseguie, Tossava, Hatfield.

Members absent: None

Other staff present: King, Tate and Harvey.

The meeting was called to order at 7:00 p.m. by Chairman Hatfield.

Hatfield called the roll.

Hatfield asked for comment regarding the draft agenda for tonight's meeting.

Motion by Tossava, second by Bowers to approve the agenda for tonight's meeting as written.

Motion carried.

Hatfield asked for comment regarding the draft minutes of the December 7, 2020 regular meeting of the Hastings Planning Commission.

Motion by Bowers, second by Foster to approve the draft minutes of the December 7, 2020 regular meeting of the Hastings Planning Commission as presented.

Motion carried.

Hatfield introduced the public hearing to solicit comments on adding Commercial Recreational Facilities to Section 90-1 and amend 90-472 by eliminating current subsection (d) and replace subsection (d) by adding Commercial Recreational Facilities and amend section 90-483 by eliminating subsection (b).

King gave summary.

Hatfield open public hearing at 7:16pm.

Hatfield closed public hearing at 7:16pm

Motion by Tossava, second by Brehm to approve amendments and recommend to City Council for consideration.

In favor: Bowers, Brehm, Czarnecki, Denton, Foster, Maurer, Resseguie, Tossava, and Hatfield  
Opposed: None

Motion carried.

Hatfield introduced public hearing to solicit comments on amending section 90-553 (f).

King gave summary. Harvey gave wording suggestions.

Motion by Tossava, second by Bowers, to approve amendment to read **(f) Commercial Kennels, as regulated by Section 90-1083, subsection (c)** and recommend to City Council for consideration.

In favor: Bowers, Brehm, Czarnecki, Denton, Foster, Maurer, Resseguie, Tossava, and Hatfield  
Opposed: None

Motion carried.

Hatfield asked for an update on JPA/JPC meetings. Czarnecki noted that JPA has not meet and JPC held a meeting to set meeting dates and elect officers.

Hatfield asked members of the Planning Commission to review the Work Task List. King suggested that PC consider prioritizing #14 Consider accessory use buildings in residential neighborhoods for additional residential housing alternatives. It was also mentioned to consider expanding the options for placement of duplex units.

Motion by Resseguie, second by Foster, to prioritize this work task item.

In favor: Bowers, Brehm, Czarnecki, Denton, Foster, Maurer, Resseguie, Tossava, and Hatfield  
Opposed: None

Motion carried.

Harvey reported on progress for the Master Plan Part II. Final Draft has been provided to the Master Plan Steering Committee. Hatfield ask the committee members to review the Master Plan and work with King to set up a meeting. Presentation of the Master Plan to the PC will occur at the February meeting.

King gave an update on the tracking of the terms and conditions imposed by the Planning Commission.

Hatfield introduced discussion on ordinance regarding keeping of animals as it pertains to chickens. King provided information from survey that was conducted. Hatfield asked for vote to take up working on an ordinance.

In favor: Brehm, Czarnecki, Denton, Foster, Maurer, Resseguie, Tossava, and Hatfield  
Opposed: Bowers

Hatfield asked for comments. Bowers would like to see site inspection and renewal of permits required. Tossava agreed and should not be allowed to roam. Maurer did not like having a requirement that neighbors must sign off on allowing chickens. If it is permitted, it should be permitted if resident meets requirements. Resseguie agreed.

Hatfield ask PC members to get comments to King in the next three days. Staff and Planning Consultant will bring recommendation for the wording of ordinance to the February meeting.

Hatfield introduced the review of the amended site plan for the Royal Coach PUD. Harvey recapped her report that was presented to PC and applicant. It was noted that the applicant did a very good job amending the site plan to meet the intent of the PUD under the conditions. Harvey recommended that PC consider the following:

- density is greater then allowed, but the same as what was approved on previous plan
- setback is less than required, but greater than the setback on previous plan that was approved because there was an existing building
- less parking is provided than is required, but PC can approve for the fewer spaces (applicant noted to stay out of flood plain and new footprint of building limited parking space, but with the number of one-bedroom units it is felt this parking is adequate)

The following is information that is lacking and can be approved by staff once provided.

- parking lot lighting detail
- stormwater management
- landscaping

Motion by Resseguie, second by Bowers, to approve site plan allowing for proposed density, setback, parking; and conditional of staff approval of parking lot lighting detail, stormwater management, and landscaping.

In favor: Bowers, Brehm, Czarnecki, Denton, Foster, Maurer, Resseguie, Tossava, and Hatfield  
Opposed: None

Motion carried.

Hatfield introduced discussion on establishing meeting dates for 2021

Motion by Tossava, second by Bowers, to approve the meeting dates.

In favor: Bowers, Brehm, Czarnecki, Denton, Foster, Maurer, Resseguie, Tossava, and Hatfield

Opposed: None

Motion carried.

Hatfield opened discussion about setting a public hearing for 7:00pm on February 1, 2021 to solicit comments on amending Section 90-473 Special Uses in B-1 District as it relates to dwelling units in a building.

Motion by Tossava, second by Bowers to set a public hearing for 7:00pm on February 1, 2021 to solicit comments on amending Section 90-473 Special Uses in B-1 District as it relates to dwelling units in a building.

In favor: Bowers, Brehm, Czarnecki, Denton, Foster, Maurer, Resseguie, Tossava, and Hatfield

Opposed: None

Motion carried.

Hatfield asked if there was any public discussion and comment.

None forwarded.

Hatfield asked for any commission comment.

A number of Commission members welcomed Denton to the Planning Commission.

Motion by Bowers, second by Tossava to adjourn at 8:14 p.m.

Motion carried.

Submitted by:

Jerry Czarnecki

Secretary

**CITY OF HASTINGS**  
**DRAFT PLANNING COMMISSION MEETING MINUTES**  
**February 1, 2021**

Members present: Bowers, Brehm, Czarnecki, Denton, Foster, Maurer, Resseguie, Tossava, Hatfield.

Members absent: None

Other staff present: King, Tate and Harvey.

The meeting was called to order at 7:00 p.m. by Chairman Hatfield.

Hatfield called the roll.

Hatfield asked for comment regarding the draft agenda for tonight's meeting.

Motion by Foster, second by Maurer to approve the agenda for tonight's meeting as written.

Motion carried.

Hatfield asked for comment regarding the draft minutes of the January 4, 2021 regular meeting of the Hastings Planning Commission.

Motion by Bowers, second by Tossava to approve the draft minutes of the January 4, 2021 regular meeting of the Hastings Planning Commission as presented.

Motion carried.

Hatfield introduced the public hearing to solicit comments on amendment to Section 90-473 (i) to add density and design considerations for residential uses in the B-1 Central Business District.

King gave summary. Harvey clarified information in the amendment.

Hatfield open public hearing at 7:07pm.

Hatfield closed public hearing at 7:08pm

Motion by Brehm, second by Resseguie to approve amendments and recommend to City Council for consideration.

In favor: Bowers, Brehm, Czarnecki, Denton, Foster, Maurer, Resseguie, Tossava, and Hatfield  
Opposed: None

Motion carried.

Hatfield asked for an update on JPA/JPC meetings. Czarnecki noted that JPA and JPC for the month of January were cancelled.

Hatfield asked members of the Planning Commission to review the Work Task List. King reminded PC that at the last meeting was a recommendation to focus on #14 and 15 on the Work Task List. Resseguie comment that he would like to see these moved forward. Harvey noted that she will bring information to the March meeting.

King and Harvey gave a summary of the process for the Master Plan Part II.

Motion by Foster, second by Bowers to approve the Master Plan Part II draft and recommend the Master Plan to the City Council.

In favor: Bowers, Brehm, Czarnecki, Denton, Foster, Maurer, Resseguie, Tossava, and Hatfield  
Opposed: None

Motion carried.

King gave an update on the tracking of the terms and conditions imposed by the Planning Commission.

Hatfield introduced discussion on ordinance regarding keeping of animals as it pertains to chickens. Harvey provided an ordinance drafted from comments made by PC members. It was asked that staff revise ordinance per recommendations discussed at the meeting and bring back in March for consideration of setting a public hearing.

Hatfield introduced the selection of officers for 2021.

Motion by Bowers, second by Resseguie to appoint Dave Hatfield as Chairperson, Tom Maurer as Vice-Chairperson, and Jerry Czarnecki as Secretary.

In favor: Bowers, Brehm, Czarnecki, Denton, Foster, Maurer, Resseguie, Tossava, and Hatfield  
Opposed: None

Motion carried.

Hatfield introduced discussion on setting a public hearing for 7:00pm on March 1, 2021 to consider a text amendment to Division 90-VI-14 Section 90-552 by adding subsection (q) Commercial Recreational Facilities as a permitted use in the D-1 Industrial Zoned District.

Motion by Tossava, second by Maurer, to set the public hearing for 7:00pm on March 1, 2021.

In favor: Bowers, Brehm, Czarnecki, Denton, Foster, Maurer, Resseguie, Tossava, and Hatfield.  
Opposed: None

Motion carried.

Hatfield opened discussion about setting a public hearing for 7:00pm on March 1, 2021 to consider a special use permit and site plan approval for a Commercial Kennel at 1005 E. State St.

Motion by Tossava, second by Brehms to set the public hearing.

In favor: Bowers, Brehm, Czarnecki, Denton, Foster, Maurer, Resseguie, Tossava, and Hatfield  
Opposed: None

Motion carried.

Hatfield asked if there was any public discussion and comment.

None forwarded.

Hatfield asked for any commission comment.

Foster encouraged residents to visit the outdoor dining options in downtown Hastings and thanked the City Council for providing opportunity.

Hatfield thanked all entities that had a part in making the outdoor dining a possibility.

Motion by Bowers, second by Resseguie to adjourn at 8:12 p.m.

Motion carried.

Submitted by:  
Jerry Czarnecki  
Secretary

**CITY OF HASTINGS**  
**DRAFT PLANNING COMMISSION MEETING MINUTES**  
**March 1, 2021**

Members present: Bowers, Brehm, Czarnecki, Denton, Foster, Maurer, Resseguie, Tossava, Hatfield.

Members absent: None

Other staff present: King, Tate and Harvey.

The meeting was called to order at 7:00 p.m. by Chairman Hatfield.

Hatfield called the roll.

Hatfield asked for comment regarding the draft agenda for tonight's meeting.

Motion by Bowers, second by Maurer to approve the agenda for tonight's meeting as written.

Motion carried.

Hatfield asked for comment regarding the draft minutes of the February 1, 2021 regular meeting of the Hastings Planning Commission.

Motion by Tossava, second by Bowers to approve the draft minutes of the February 1, 2021 regular meeting of the Hastings Planning Commission as presented.

Motion carried.

Hatfield introduced the public hearing to solicit comment regarding a request for Special Use Permit and site plan approval for a new mixed-use commercial building at 128 N. Michigan Ave.

King gave summary. Harvey gave summary of her report, sharing the areas that need addressing.

Applicant gave information to address concerns, noted that the height of the building is planned for 4-stories, 52ft wall height with 3 ft above for mechanicals.

Bowers asked if there will be handicap accessible apartments, applicant stated there would.



Tossava asked if the alley to the south was owned by applicant, it is not so will not be utilized for access to building.

Hatfield open public hearing at 7:19pm.  
Hatfield closed public hearing at 7:20pm

Maurer shared concerns with tenants especially commercial with limited parking.

Tossava, Resseguie, and Foster expressed support of project and good for downtown.

Hatfield asked if the Planning Commission could change the height requirement in the B-1 District. Harvey noted that the applicant could go for a variance or Planning Commission could address the height requirement as part of planning for future development in the downtown.

Motion by Tossava, second by Resseguie to approve special use permit for 128 N. Michigan Ave. and approve site plan with allowance for proposed parking plan, allowance for proposed increased density, and compliance with height requirements or relief with a variance.

In favor: Bowers, Brehm, Czarnecki, Denton, Foster, Maurer, Resseguie, Tossava, and Hatfield  
Opposed: None

Motion carried.

Hatfield asked for a motion to have staff revise code for B-1 Central Business district to address height requirement and set a public hearing for April 5, 2021 at 7pm.

Motion by Brehm, second by Resseguie, to set public hearing for April 5, 2021 at 7pm.

In favor: Bowers, Brehm, Czarnecki, Denton, Foster, Maurer, Resseguie, Tossava, and Hatfield  
Opposed: None

Motion carried.

Hatfield introduced the public hearing to solicit comment regarding a request for Special Use Permit and site plan approval for a commercial kennel at 1005 E. State St.

King gave summary. Harvey noted that there were no changes required for approval of the special use permit and listed a few design standards that needed to be addressed in her report.

Applicant gave information to address concerns.

Hatfield open public hearing at 7:55pm.  
Hatfield closed public hearing at 7:56pm

Motion by Bowers, second by Brehm to approve special use permit for 1005 E. State St. and approve site plan as presented.

In favor: Bowers, Brehm, Czarnecki, Denton, Foster, Maurer, Resseguie, Tossava, and Hatfield  
Opposed: None

Motion carried.

Hatfield introduced the public hearing to solicit comment regarding a text amendment to add Commercial Recreational Facilities.

King gave summary.

Hatfield open public hearing at 8:07pm.  
Hatfield closed public hearing at 8:08pm

Motion by Brehm, second by Bowers to approve text amendment and recommend to City Council for consideration.

In favor: Bowers, Brehm, Czarnecki, Denton, Foster, Maurer, Resseguie, Tossava, and Hatfield  
Opposed: None

Motion carried.

Hatfield asked for an update on JPA/JPC meetings. Czarnecki noted that JPA and JPC did not meet in February.

Hatfield asked members of the Planning Commission to review the Work Task List.

King gave an update on the tracking of the terms and conditions imposed by the Planning Commission.

Hatfield introduced discussion on ordinance regarding keeping of animals as it pertains to chickens. Harvey provided an updated ordinance with comments made by PC members.

Hatfield asked for a motion to direct staff to update ordinance with suggestions and set a public hearing for April 5, 2021 at 7pm to hear comment from the public.

Motion by Brehm, second by Foster, to set a public hearing for April 5, 2021 at 7pm.

In favor: Bowers, Brehm, Czarnecki, Denton, Foster, Maurer, Resseguie, Tossava, and Hatfield  
Opposed: None

Motion carried.

Hatfield introduced a discussion on information provided by Harvey on Accessory Dwelling Units and Two-Family/Duplex units in residential districts.

Motion by Bowers, second by Resseguie, to table discussion of Accessory Dwelling Units to allow Commission members and opportunity to review provided information.

In favor: Bowers, Brehm, Czarnecki, Denton, Foster, Maurer, Resseguie, Tossava, and Hatfield  
Opposed: None

Motion carried.

Motion by Bowers, second by Maurer, to table discussion of Two-Family/Duplex units in residential districts to allow Commission members and opportunity to review provided information.

In favor: Bowers, Brehm, Czarnecki, Denton, Foster, Maurer, Resseguie, Tossava, and Hatfield  
Opposed: None

Motion carried.

Hatfield introduced the Planning Commission 2020 Year in Review.

Bowers commented that the Planning Commission was very busy.

Motion by Brehm, second by Bowers to forward review to City Council as required by City Ordinances.

In favor: Bowers, Brehm, Czarnecki, Denton, Foster, Maurer, Resseguie, Tossava, and Hatfield  
Opposed: None

Motion carried.

Hatfield introduced discussion on setting a public hearing for 7:00pm on April 5, 2021 to consider a special use permit and site plan review for proposed transitional housing at 2018 N. Michigan.

Motion by Tossava, second by Resseguie, to set the public hearing for 7:00pm on April 5, 2021.

In favor: Bowers, Brehm, Czarnecki, Denton, Foster, Maurer, Resseguie, Tossava, and Hatfield.

Opposed: None

Motion carried.

Hatfield asked if there was any public discussion and comment.

Patty Woods noted that the meeting was very interesting.

Hatfield asked for any commission comment.

Resseguie stated that the Planning Commission has their work cut out for them this year.

Tossava thanked the entire Planning Commission for the work they did in a difficult year under the circumstances.

Motion by Bowers, second by Resseguie to adjourn at 8:51 p.m.

Motion carried.

Submitted by:

Jerry Czarnecki

Secretary

**CITY OF HASTINGS**  
**PLANNING COMMISSION MEETING MINUTES**  
**April 5, 2021**

Members present: Bowers, Brehm, Czarnecki, Denton (joined at 7:17pm), Maurer, Resseguie, Tossava, Hatfield.

Members absent: Foster

Other staff present: King and Harvey.

The meeting was called to order at 7:00 p.m. by Chairman Hatfield.

Hatfield called the roll.

Hatfield asked for comment regarding the draft agenda for tonight's meeting.

Motion by Bowers, second by Tossava to approve the agenda for tonight's meeting as written.

Motion carried.

Hatfield asked for comment regarding the draft minutes of the March 1, 2021 regular meeting of the Hastings Planning Commission.

Motion by Bowers, second by Maurer to approve the draft minutes of the March 1, 2021 regular meeting of the Hastings Planning Commission as presented.

Motion carried.

Hatfield introduced the public hearing to solicit comment regarding a text amendment change to the B-1 Central Business District pertaining to building height.

King gave summary. Harvey gave distinction between options she presented.

Czarnecki clarified that language from one option could be modified with language from another.

Noted that the Fire Department did not require a height limit.

Hatfield open public hearing at 7:09pm.

Mike Snyder (Hastings) – noted that he thought option 2 would give more options to the Planning Commission.

Hatfield closed public hearing at 7:11pm

Maurer liked elevation overlay on drawing or picture of block.

Czarnecki noted preference for no stated limit.

Motion by Tossava, second by Maurer to approve text amendment with height greater than 40 feet as a special land use, no specified limit, and overlay of elevation on drawing of block and pass on to City Council for consideration.

In favor: Bowers, Brehm, Czarnecki, Denton, Maurer, Resseguie, Tossava, and Hatfield

Opposed: None

Absent: Foster

Motion carried.

Hatfield introduced the public hearing to solicit comment regarding a text amendment change to the Keeping of Animals ordinance as it pertains to chickens.

King gave summary. Harvey noted that the provided ordinance reflected changes that were requested at the last meeting.

Maurer shared concern with fabric being a prohibited material. Harvey noted that in her research, this was a common prohibition.

Hatfield open public hearing at 7:21pm.

Mike Snyder (Hastings) – asked about floor level and if the chickens were allowed to leave the coop. Also noted not in support of chickens in the City Limits. Harvey addressed concerns.

King noted the PC packet included a note from a resident that was in favor of chickens in the City Limits.

Hatfield closed public hearing at 7:25pm

Resseguie stated he thought chickens should be in agricultural areas, but if residents are in favor he would support.

Bowers asked how this would be monitored. Czarnecki responded that it would fall under Code Enforcement.

Tossava noted that if there are regulations for the keeping of chickens, would make enforcement easier.

Maurer noted that concerns brought up are covered in the ordinance. And noted that the types of chickens residents would keep would be very clean animals with low odor.

Motion by Maurer, second by Tossava to approve text amendment as presented and pass on to City Council for consideration.

In favor: Brehm, Czarnecki, Denton, Maurer, Resseguie, Tossava, and Hatfield

Opposed: Bowers

Absent: Foster

Motion carried.

Hatfield noted that the third public hearing request was withdrawn by applicant.

Hatfield asked for an update on JPA/JPC meetings. Czarnecki noted that JPA did not meet in March. JPC held a meeting to discuss the need to review sign ordinance as recommend by attorney. The JPC noted that it was not necessary.

Hatfield asked members of the Planning Commission to review the Work Task List.

King gave an update on the tracking of the terms and conditions imposed by the Planning Commission.

Hatfield introduced a discussion on information regarding Accessory Dwelling Units and Two-Family/Duplex units in residential districts. Hatfield appointed a committee to address because it is a complex issue. This committee will give regular updates to the PC.

Hatfield introduced discussion on setting a public hearing for 7:00pm on May 3, 2021 to consider a text amendment regarding the parking of semi-tractors, semi-trailers, or vehicles with two or more rear axles in non-residential districts.

Motion by Tossava, second by Resseguie, to set the public hearing for 7:00pm on May 3, 2021.

In favor: Bowers, Brehm, Czarnecki, Denton, Maurer, Resseguie, Tossava, and Hatfield.

Opposed: None

Absent: Foster

Motion carried.

Hatfield introduced discussion on consideration of exterior design for project at 600 W Woodlawn Ave.

King gave summary. Applicant filed in details.

Harvey noted that PC can accept proposed materials. The drawing provided shows one elevation meets requirements. Would need to verify a second.

Hatfield noted that he was disappointed that calculations of coverage were not provided with the drawings.

Motion by Tossava, second by Maurer, to approve exterior design if provide elevation with calculations and approved proposed materials.

In favor: Bowers, Brehm, Czarnecki, Denton, Maurer, Resseguie, Tossava, and Hatfield.

Opposed: None

Absent: Foster

Motion carried.

Hatfield asked if there was any public discussion and comment.

None forwarded.

Hatfield asked for any commission comment.

Maurer liked being partially back.

Denton apologized for his tardiness.

Motion by Tossava, second by Maurer to adjourn at 7:48 p.m.

Motion carried.

Submitted by:  
Jerry Czarnecki  
Secretary



**CITY OF HASTINGS**  
**DRAFT PLANNING COMMISSION MEETING MINUTES**  
**May 3, 2021**

Members present: Bowers, Brehm, Czarnecki, Denton, Foster, Maurer, Resseguie, Tossava, Hatfield.

Members absent: None

Other staff present: King, Tate, and Harvey.

The meeting was called to order at 7:00 p.m. by Chairman Hatfield.

Hatfield called the roll.

Hatfield asked for comment regarding the draft agenda for tonight's meeting.

Motion by Bowers, second by Maurer to approve the agenda for tonight's meeting as written.

Motion carried.

Hatfield asked for comment regarding the draft minutes of the April 5, 2021 regular meeting of the Hastings Planning Commission.

Motion by Foster, second by Bowers to approve the draft minutes of the May 3, 2021 regular meeting of the Hastings Planning Commission as presented.

Motion carried.

Hatfield introduced the public hearing to solicit comment regarding a special land use permit and site plan approval for an increase in the 40' building height standard in the B-1 Central Business District for property located at 128 N. Michigan Ave.

Hatfield open public hearing at 7:09pm.

Hatfield closed public hearing at 7:10pm

Motion by Tossava, second by Resseguie to approve special land use permit and site plan for property located at 128 N. Michigan Ave.

In favor: Bowers, Brehm, Czarnecki, Denton, Foster, Maurer, Resseguie, Tossava, and Hatfield  
Opposed: None

Motion carried.

Hatfield introduced the public hearing to solicit comment regarding a text amendment to add Section 90-930 regarding the parking of semi-tractors, semi-trailers, or vehicles with two or more rear axles.

King gave summary. Harvey noted information contained in her report.

Commission members asked clarifying questions. Hatfield noted that because it is a special land use permit, allows the PC to evaluate the need for screening, etc. Foster and Resseguie noted that they would not like to include recreational vehicles in the ordinance.

Hatfield open public hearing at 7:30pm.

Bill Westerveld – noted that he has the property next to the City’s semi parking lot. He believes that an industrial zone is the perfect place for short term storage of RV’s and trailers. Westerveld also noted that the City has been allow these vehicles on their lot for years.

Hatfield closed public hearing at 7:35pm

Hatfield asked why not RV’s with standards set by PC.

Tossava is in favor of creating a spot for RV’s

Hatfield suggested that staff work on language and bring back to next meeting. It was also suggested to include a definition of short-term storage.

Motion by Resseguie, second by Bowers to table text amendment until the June 7, 2021 meeting..

In favor: Brehm, Czarnecki, Denton, Foster, Maurer, Resseguie, Tossava, and Hatfield  
Opposed: Bowers

Motion carried.

Hatfield asked for an update on JPA/JPC meetings. Czarnecki noted that JPA does not meet in April. JPC meeting for April was cancelled.

Hatfield asked King for an update on the Work Task List. King noted no changes.

King gave an update on the tracking of the terms and conditions imposed by the Planning Commission.

Hatfield introduced a discussion on information regarding Accessory Dwelling Units and Two-Family/Duplex units in residential districts. The committee that was appointed has undertaken a mapping project to identify the rental units currently in the City. It will be 60-90 days until the committee has information to present to the PC.

Hatfield introduced discussion on setting a public hearing for 7:00pm on June 7, 2021 for the purpose of submitting a recommendation of adoption to the Hastings City Council of the City of Hastings Master Plan.

Motion by Tossava, second by Resseguie, to set the public hearing for 7:00pm on June 7, 2021.

In favor: Bowers, Brehm, Czarnecki, Foster, Denton, Maurer, Resseguie, Tossava, and Hatfield.  
Opposed: None

Motion carried.

Hatfield asked if there was any public discussion and comment.

None forwarded.

Hatfield asked for any commission comment.

Hatfield commented on the discussion with the Keeping of Animals ordinance with the City Council

Foster thanked Hatfield for attending the City Council meetings to represent the PC.

Motion by Bowers, second by Resseguie to adjourn at 7:52 p.m.

Motion carried.

Submitted by:  
Jerry Czarnecki  
Secretary

**CITY OF HASTINGS**  
**DRAFT PLANNING COMMISSION MEETING MINUTES**  
**June 7, 2021**

The meeting was called to order at 7:00 p.m. by Chairman Hatfield with the following Commissioners present: Lois Bowers, Jordan Brehm, Lynn Denton, Chelsey Foster, Gregg Guetschow, Tom Maurer, John Resseguie, Dave Tossava, and Dave Hatfield. Commissioners absent: None

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

**Approval of the Agenda.** It was moved by Commissioner Tossava and seconded by Commissioner Resseguie to approve the agenda as printed. Motion carried.

**Approval of the Minutes.** Commissioner Bowers said the draft minutes of the meeting of May 3, 2021 incorrectly indicate she had voted in opposition to tabling the text amendment regarding parking of RVs and trailers. It was moved by Commissioner Bowers and seconded by Commissioner Maurer that the draft minutes of the meeting of May 3, 2021 be approved as corrected. Motion carried.

**PUBLIC HEARINGS:**

**Master Plan.** Chairman Hatfield offered introductory remarks regarding the Master Plan, noting the extended time required to complete the update due in part of the COVID pandemic. He thanked Rebecca Harvey of McKenna for her assistance.

Chairman Hatfield declared the public hearing open and invited comments. There were no public comments or Commissioner comments. Chairman Hatfield closed the public hearing.

Mr. King noted that no written comments had been received in response to the required notifications that had been mailed. Ms. Harvey said that she had spoken with Jim McManus of the Barry County Planning Commission who said that he was very much in support of the plan and that it was one of the best he had read.

Chairman Hatfield said that it will be important to keep the plan in front of the Commission and refer to it frequently over time.

Mr. King said that he had received information from Commissioner Foster about typographical errors he had found in the draft plan that will be corrected in its final version. He also reported that

a new development tool, the Principal Shopping Districts Act (P.A. 120 of 1961), would be available for use if a principal shopping area were to be identified within the master plan. Ms. Harvey said that this statute is used by other communities for marketing their downtowns and that this is an opportune time to address it in the master plan. Commissioner Guetschow recommended that the boundaries of the principal shopping area be the same as the current Downtown Development Authority district as that would facilitate implementing the use of the Act. This could be changed in the future as the Planning Commission reviews the plan. Chairman Hatfield noted that the master plan could be amended if necessary.

Commissioner Foster asked about a slice of land behind Aldi's that appeared to be omitted from the map of the area. Ms. Harvey said that this should have been included on the map.

It was moved by Commissioner Tossava and seconded by Commissioner Bowers that the draft master plan be forwarded to the City Council for approval with the addition of designating a principal shopping area and the correction of the map area behind Aldi's. Motion carried.

#### **OLD BUSINESS:**

**JPA/JPC.** Commissioner Guetschow reported on the Joint Planning Alliance meeting held on May 17, 2021. He said the May meeting of the Joint Planning Commission had been cancelled due to a lack of business.

**General Work Task List.** Mr. King noted the report had been included in the agenda packet.

**Tracking of Terms and Conditions.** Mr. King noted the report that had been included in the agenda packet and called attention specifically to the removal of KAZ Canine Corners from the list as all conditions had been met. Commissioner Tossava called attention to the drainage issues at the Legacy Golf Course.

**Accessory Dwelling Units and Multi-Family Dwellings.** Chairman Hatfield combined these items for discussion. He said there were ongoing efforts related to these matters but the initial focus will be on addressing non-conforming dwellings and improving the mapping of existing multi-family dwellings. He said there would be a recommendation on further steps at the next Planning Commission meeting.

**Text Amendment re: RV and Semi-Tractor/Semi-Trailer Parking.** Mr. King said that a public hearing had been held on the proposed text amendment to address RV, semi-tractor, and semi-trailer parking. He noted that there are inconsistencies in the current ordinance language as to whether RVs with two rear axles are permitted in residential areas. The proposed language would also permit semi-tractor and semi-trailer parking as a special land use.

Ms. Harvey described the changes proposed in the language of Section 90-929. The inconsistency related to parking of recreational vehicles with two rear axles is addressed by incorporating an exception for vehicles permitted under Section 90-776. Subsection e clarifies where semi-tractors and semi-trailers may be parked as “non-residential districts.” Subsection f is new language that permits off-street storage of semi-tractors, semi-trailers and similar vehicles as a special land use subject to the requirements of section 90-920. Subsection h clarifies which vehicles are regulated relative to on-street parking.

Commissioner Resseguie asked whether a utility trailer with two axles could be parked in a residential district under the ordinance. Ms. Harvey noted that utility trailers are included within the definition of recreational vehicles. The ordinance amendment does not change that definition so they would still be permitted to park on residential lots.

Commissioner Guetschow said he was concerned about the lack of specific conditions for semi-tractor and semi-trailer parking considering that they would be permitted in zoning districts that might be located near residential areas. He noted that semi-tractors are sometimes left running during winter months. Chairman Hatfield said that requests for this special land use would be infrequent and defining conditions would not be necessary so long as the Commission took care in addressing potential issues when approving the special land use. Ms. Harvey noted that establishing specific conditions for special land uses is useful where there are technical issues unique to the particular use that distinguishes it from other uses but that this was not the case with the parking areas. She also said that conditions would be noted on the site plan for the special land use. She said that detailed conditions would not be necessary for this type of land use.

Commissioner Foster asked about the possibility of a semi-trailer that would be parked so as to display a sign. Ms. Harvey said that the Commission cannot regulate sign content but such a use would be subject to the requirements of the sign ordinance.

Discussion took place as to whether it was necessary to re-open the public hearing or to schedule an additional public hearing. Commissioner Guetschow said there was Charter language that would require an additional public hearing if there were substantive changes to the language of the amendment. Ms. Harvey said that this was not the case and no further public comment was necessary.

It was moved by Commissioner Brehm and seconded by Commissioner Resseguie to forward the ordinance amendment to the City Council with a recommendation for its approval. Motion carried.

#### **NEW BUSINESS:**

#### **Set Public Hearing for Spectrum Health Parking Lot Reconstruction, 1009 W. Green Street.**

Mr. King said that Spectrum Health is a special land use and changes to parking lots require site

plan approval. Commissioner Tossava asked whether the site would have sufficient parking as the proposed development would reduce the number of parking spaces. Mr. King said this would be evaluated.

It was moved by Commissioner Tossava and seconded by Commissioner Resseguie to set a public hearing for site plan approval and the special land use permit for July 6, 2021. Motion carried.

**Open Public Discussion and Comments.** Chairman Hatfield called to the public for comments but there were none.

**Commissioner Comments.** Commissioner Guetschow apologized for prolonging the meeting with his comments.

**Adjournment.** It was moved by Commissioner Bowers and seconded by Commissioner Foster that the meeting be adjourned. Motion carried at 8:05 p.m.

Respectfully submitted,

Gregg Guetschow  
Recording Secretary

**CITY OF HASTINGS**  
**DRAFT PLANNING COMMISSION MEETING MINUTES**  
**July 6, 2021**

The meeting was called to order at 7:00 p.m. by Chairman Hatfield with the following Commissioners present: Lois Bowers, Jordan Brehm, Lynn Denton, Chelsey Foster, Gregg Guetschow, Tom Maurer, John Resseguie, Dave Tossava, and Dave Hatfield. Commissioners absent: None

Also present: Community Development Director Dan King and Public Services Director Travis Tate.

**Approval of the Agenda.** It was moved by Commissioner Tossava and seconded by Commissioner Bowers to approve the agenda as printed with the addition of item 7F – Revisiting the parking ordinance amendment. Motion carried.

**Approval of the Minutes.** It was moved by Commissioner Resseguie and seconded by Commissioner Maurer that the draft minutes of the meeting of June 7, 2021 be approved as presented. Motion carried.

**PUBLIC HEARINGS:**

**Site Plan Review for Spectrum Health Pennock Hospital Parking Lot Reconstruction, 1009 W. Green Street.** Chairman Hatfield invited Mr. King to make some introductory remarks regarding the proposed project. Mr. King said that Planning Consultant Rebecca Harvey had another meeting and was unable to attend. She provided a staff report that had been provided to Commissioners. The report detailed several issues about which she could not find answers.

Mr. John Casserly, engineer for Nederveld representing Spectrum Health Pennock Hospital, spoke regarding the project and addressed the issues identified by Ms. Harvey. He said the project addresses pavement condition issues determined through soil borings. Landscape islands will be added to the parking lot to comply with the zoning ordinance. Pedestrian access and traffic flow are also addressed. He said that the zoning ordinance requires 372 parking spaces. The lot redesign will result in 303 spaces. An additional 80 spaces are provided in a lot south of Green Street and further parking is available through a lease in Fish Hatchery Park, bringing the total available parking to 489 spaces.

Mr. Casserly noted an issue with the layout near the corner by the fitness center where the traffic lane is 22 feet wide instead of the required 24 feet. This will be addressed through a revision to the final site plan. He also addressed landscaping requirements on both the north and south sides of



the lot. Properties on the north side have a 20-foot grade difference compared to the lot; the slope has trees providing buffering of the lot. Additional buffering at the top of the slope would not add much in the way of screening as the neighbors cannot see cars in the lot at present. Existing landscaping is being retained on the south side of the lot bordering Green Street.

Commissioner Resseguie asked about handicapped parking spaces near the emergency room that were not shown on the plan. Mr. Casserly said that this was an oversight and that this parking was being retained.

Commissioner Denton asked how long the arrangement regarding Fish Hatchery Park would last. Mr. King said that the agreement entered into two years ago was for ten years with the option of a ten-year extension.

Chairman Hatfield said there will always be a perception that there is not enough parking. Fears that hospital patrons would use on-street parking were addressed by the development of the additional lot on Green Street.

Commissioner Maurer asked about storm water drainage improvements. Mr. Casserly said that only minor improvements were being made to the existing system including the addition of a new catch basin and the replacement of others. The design reduces settlement causing pooling in the lot. It is believed that the landscape islands further would reduce run-off from the lot.

Commissioner Maurer asked about the helipad. This was decommissioned and there are no plans to re-establish it.

A question was asked about lighting in the lot. Mr. Casserly said a photometric plan will be provided to the consultant.

Chairman Hatfield opened the public hearing and invited comments.

Mr. Tate expressed concern about the phasing of the project and how that would affect where the public would seek parking during construction. He asked that this be addressed in the plans to avoid use of other parking in the area.

There were no other comments from the public in-person or online.

Chairman Hatfield declared the public hearing closed.

Chairman Hatfield said that he felt there was no need for additional landscaping on the north side of the property. He asked for a motion on the matter.

It was moved by Commissioner Resseguie and supported by Commissioner Foster to approve the site plan for the Spectrum Health Pennock Hospital parking lot improvement project subject to staff review and approval of actions taken to address the items identified in Ms. Harvey's report, provided that no additional landscaping will be required on the north side of the lot. Motion carried.

**OLD BUSINESS:**

**JPA/JPC.** No report was given as these committees had not met.

**General Work Task List.** Mr. King said that the master plan update and the ordinance regarding keeping of animals had been dropped from the list because these tasks were complete. An item was added to the list regarding ordinance amendments necessary to comply with the Redevelopment Ready Communities process.

**Tracking of Terms and Conditions.** Mr. King said that Pennock Hospital's surgical center expansion final occupancy permit had been approved and all site plan items had been addressed. Ravenna Holdings townhouse project is moving forward despite cost concerns. They have started the permit process but are still finalizing their plans.

**Accessory Dwelling Units and Multi-Family Dwellings.** Chairman Hatfield combined these items for discussion. He said the subcommittee is continuing to work. It has obtained significant information about nonconforming dwellings and has discussed where to increase duplexes and accessory dwelling units. The subcommittee is also starting to look at undeveloped land to increase economic diversity.

**Revisiting Text Amendment re: RV and Semi-Tractor/Semi-Trailer Parking.** Chairman Hatfield asked the Commission to revisit the ordinance amendment concerning RV and semi-tractor/semi-trailer parking. He said the city manager had raised some issues regarding the language and other Commissioners had commented on the complexity of the language and the need for interpretation. It was moved by Commissioner Resseguie and seconded by Commissioner Maurer to rescind the action taken during the June 7, 2021 meeting and return this matter to the Commission for further consideration. Motion carried.

Mr. King advised the Commission that an additional public hearing might be required depending upon the nature of the changes made to the ordinance amendment.

**NEW BUSINESS:** None

**Open Public Discussion and Comments.** None.

**Commissioner Comments.** Commissioner Guetschow referenced a statement he made at the previous meeting regarding a charter requirement for an additional public hearing on an ordinance amendment if the language is changed substantially. He said he was in error thinking this was in Hastings' charter; instead, it is in Ionia's charter.

**Adjournment.** It was moved by Commissioner Tossava and seconded by Commissioner Bowers that the meeting be adjourned. Motion carried at 7:33 p.m.

Respectfully submitted,

Gregg Guetschow  
Recording Secretary

**CITY OF HASTINGS**  
**DRAFT PLANNING COMMISSION MEETING MINUTES**  
**August 2, 2021**

The meeting was called to order at 7:00 p.m. by Chairman Hatfield with the following Commissioners present: Lois Bowers, Jordan Brehm, Lynn Denton, Chelsey Foster, Gregg Guetschow, Tom Maurer, John Resseguie, Dave Tossava, and Dave Hatfield. Commissioners absent: None

Also present: Community Development Director Dan King and planning consultant Rebecca Harvey.

**Approval of the Agenda.** It was moved by Commissioner Brehm and seconded by Commissioner Bowers to approve the agenda as printed. Motion carried.

**Approval of the Minutes.** It was moved by Commissioner Foster and seconded by Commissioner Maurer that the draft minutes of the meeting of July 6, 2021 be approved as presented. Motion carried.

**INFORMATIVE ITEMS:** None.

**PUBLIC HEARINGS:** None.

**OLD BUSINESS:**

**JPA/JPC.** Commissioner Guetschow reported that both the Joint Planning Alliance and Joint Planning Commission had met during the third week of July but that there were no significant items of business discussed.

**General Work Task List.** Mr. King said there were no changes to the work task list.

**Tracking of Terms and Conditions.** Mr. King said that Pennock Hospital's parking lot site plan approval had been added to the report.

**Accessory Dwelling Units and Multi-Family Dwellings.** Chairman Hatfield combined these items for discussion. He said the subcommittee has made some progress. Research has provided information about the number and location of these units. Ms. Harvey said that there has been good discussion of the issues and that things will be coming together soon for presentation to the Commission.

**Revisiting Draft Ordinance re: RV and Semi-Tractor/Semi-Trailer Parking.** Chairman Hatfield said the city manager had raised some issues regarding the language in the proposed ordinance amendment and other Commissioners had commented on the complexity of the language. He said there were two approaches to consider: 1) amending the existing ordinances or 2) revisiting the entire issues. He stated that he felt the consensus of the Commission was to try to simplify the language. Ms. Harvey said that the approach originally taken to rewrite the existing text proved to be confusing.

Discussion ensued regarding the newly proposed amendments prepared by Ms. Harvey.

Commissioner Maurer asked why semi-tractor and semi-trailer parking was combined with the issue of RV parking. Ms. Harvey noted that both were prohibited by current language. She noted that one of the challenges in addressing RV parking is the specificity of the definition of RV in the zoning ordinance. Commissioner Maurer said that, unlike RVs, semi-tractors might be left running all night. Commissioner Guetschow said that the issues could be separated by taking up just the amendment to the D-1 district language regarding semi-tractor and semi-trailer parking.

Chairman Hatfield said that he preferred to see where Rebecca's amendments and efforts to simply would take these matters and that he felt it was the consensus of the Commission to refer the matter back to Rebecca.

## **NEW BUSINESS:**

**Site Plan Approval for Ground Sign at 400 W. State Street.** Mr. King provided some history on this matter, noting that a site plan for a 2-story addition to an existing building had been approved on March 2, 2020. The property is in the Court Street PUD. The site plan was approved by Council but the plan did not include a sign component. He noted that the ordinance allows the Commission to approve signs with dimensions greater than specified in the ordinance. He also noted that information about lighting of the sign had not been provided.

Ms. Harvey said with regard to flexibility regarding sign size that this does not constitute relief from a standard but rather contemplates regulating signage in the PUD on a case-by-case basis. She noted that the purpose of the PUD was to preserve the residential character of the area and that aesthetics can be used in determining whether to approve the proposed sign.

Chairman Hatfield inquired about the standards for monument signs in other areas of State Street. Mr. King and Commissioner Guetschow provided information about the standards in the B-4 and B-2 districts. Commissioners expressed concern about the 16-foot height of the proposed sign.

It was moved by Commissioner Tossava and supported by Commissioner Maurer that the property owner be asked to provide more appropriate designs and information about lighting for consideration at a subsequent meeting. Motion carried.

Discussion continued regarding the height of the proposed sign. Commissioner Tossava asked whether a curb cut for a former driveway would be removed. Mr. King said he believes the property owner has been in contact with MDOT. Commissioner Foster asked if the existing sign will be removed. Mr. King said that it will be moved to another of the owner's properties.

**Open Public Discussion and Comments:** None.

**Commissioner Comments:** None.

**Adjournment:** It was moved by Commissioner ~~Bower~~ Bowers and supported by Commissioner Tossava that the meeting be adjourned. Motion carried at 7:49 p.m.

Respectfully submitted,

Gregg Guetschow  
Recording Secretary

**CITY OF HASTINGS**  
**DRAFT PLANNING COMMISSION MEETING MINUTES**  
**September 7, 2021**

The meeting was called to order at 7:00 p.m. by Chairman Hatfield with the following Commissioners present: Jordan Brehm, Lynn Denton, Chelsey Foster, Gregg Guetschow, Tom Maurer, John Resseguie, Dave Tossava, and Dave Hatfield. Commissioners absent: Lois Bowers.

Also present: Community Development Director Dan King and planning consultant Rebecca Harvey.

**Approval of the Agenda.** Chairman Hatfield asked to move new business before old business and to move old business item F to the beginning of old business. It was moved by Commissioner Brehm and seconded by Commissioner Maurer to approve the agenda with these changes. Motion carried.

**Approval of the Minutes.** Recording Secretary Guetschow noted that he had misspelled Commissioner Bowers name on the last page of the minutes. It was moved by Commissioner Foster and seconded by Commissioner Maurer that the draft minutes of the meeting of August 2, 2021 be approved with this correction. Motion carried.

**INFORMATIVE ITEMS:** None.

**PUBLIC HEARINGS:** None.

**NEW BUSINESS:**

**Site Plan Approval for Thornapple Credit Union, 202 East Woodlawn Avenue.** Chairman Hatfield asked Dan King and Rebecca Harvey to introduce this issue. Mr. King said that the site plan had been reviewed by City staff members, none of whom had any comments concerning the plan.

Ms. Harvey referred to her written report and said that there were some items on the site plan that were deficient and others for which the Planning Commission had the authority to authorize modifying the standards in the ordinance. She said she had been working with the applicant concerning the deficiencies. She referred to two items the Planning Commission could modify. The first concerns the parking standard. She said the Commission could reduce the number of parking spaces provided if the applicant demonstrates the number that remain is adequate to meet their needs. The second concerns exterior materials to be used. She said the B-4 district language

contains specific standards for these materials but permits the modifications if the materials to be used are consistent with these used in the district and in the area of the development.

Amy Byers, Thornapple Credit Union CEO, and Amy Laverty-Meeker, project architect, spoke regarding matters addressed in Rebecca Harvey's memorandum:

*Parking.* The site could accommodate 47 parking spaces. The proposed plan provides 36 spaces. The project will not result in a material increase in business. Current parking is already adequate to meet demand. It was noted that many employees are continuing to work from home.

*Sidewalks.* No sidewalks are proposed as these would be "sidewalks to nowhere" due to the absence of sidewalks on adjacent parcels. One area of the parking lot is already paved to the road.

*Lighting.* Exterior lighting is now shown on the revised site plan. Lighting is being added to the front awning area and over the ATM which will have a lit canopy. The lights shine down and there are no exposed bulbs. The plan calls for removing flood lights from the top of the building.

*Dumpster.* There is a dumpster on the current site that will be retained. This is now shown on the revised plan.

*Landscaping.* There are four existing trees that are now shown on the revised plan. There is an eight-foot fence on the property line.

*Building Height.* The proposed building height is thirty-two feet. This is about four feet more than the current building height.

*Exterior Materials.* The plan proposes using a horizontal-mount pre-finished metal siding material. The material does not have an industrial or pole barn look. It fits with the surrounding area as most neighboring structures have metal siding.

*Wall Spacing.* This is shown on the dimensioned floor plan.

*Expression Line.* The expression line between first and second stories is defined in a different manner for this property due to the proposed use of metal siding.

*Windows.* Excessive windows are a security issue for a financial institution. The standard in the zoning ordinance for percent of glass is hard to meet for security reasons.



*Roofing.* They will use a metal roof. The color will be black while the siding will be a dark grey.

Commissioner Maurer asked whether they intended to close the north entrance. Ms. Byers said that both drives will remain open.

Commissioner Foster commented on the lack of sidewalks, noting there is a ramp already on the corner and the City has a vision to extend sidewalks in areas where there are none. Commissioner Tossava noted that sidewalks are required for all new builds. The sidewalk currently stops at the Elks but the plan is to extend it to Broadway as a route for school children. Ms. Byers said the concern with installing sidewalk now is that it would deteriorate before connecting sidewalks were built. Ms. Harvey said the zoning ordinance requires sidewalks and the Commission lacks the authority to modify that standard. She said the question of sidewalks would need to be addressed prior to issuance of a certificate of occupancy.

Commissioner Maurer said he likes the look of the metal siding but asked why a different color panel could not be used to provide the expression line between stories. Ms. Byers said doing so would take away from the high-tech look they are trying to achieve. Ms. Laverty-Meeker noted that creating that expression line is difficult when one is not using masonry materials. Chairman Hatfield said that the Commission has found itself backed into a corner with specifying the use of particular materials. He said he prefers to ask whether the materials proposed improve the neighborhood. Ms. Harvey said it is better to describe what is desired but create an avenue for getting an exception and asking "How is the proposal compatible with what is described?" Ms. Byers said there is a seam that separates the two floors.

Ms. Harvey addressed the proposed landscaping, noting that only two trees are required. She said the B-4 regulations require a landscape buffer when abutting a multi-family district. She noted that a landscape buffer exists on the neighboring parcel. She also said that the reference is to a buffer, not to a screen. Commissioner Tossava said the fence is existing. Ms. Harvey said the intent is to create a visual separation between differing uses. She suggested this could be achieved by putting plantings into the lawn area.

It was moved by Commissioner Resseguie and seconded by Commissioner Tossava that the revised site plan for the development be approved subject to the following conditions and findings: 1) the modification of the parking standard to provide thirty-six spaces is found to be adequate; 2) sidewalks must be installed in accordance with the zoning ordinance; 3) the lighting as shown on the plan is acceptable; 4) the dumpster as shown on the plan is acceptable; 5) a landscape buffer that includes plantings in the lawn area is acceptable; and 6) modification of the design standards to permit the installation of horizontal-mounted metal siding is found to be consistent with materials used in the district and on parcels in the area. Chairman Hatfield said that Commissioner Brehm would be abstaining from voting on the matter because he is employed by the applicant. He said

that his wife serves on the applicant's board of directors in a non-compensated position which does not represent a conflict. Motion carried with one abstention (Commissioner Brehm).

**OLD BUSINESS:**

**Site Plan for Ground Sign at 400 West State Street, EWB Enterprises.** It was moved by Commissioner Tossava and seconded by Commissioner Foster that this matter be removed from the table. Motion carried.

Mr. King said, when this was matter was before the Commission in August, the owner, Eric Butler was out of town and his assistant was not available to attend the meeting. He said he had met with Mr. Butler to discuss alternatives to the proposed sign.

Mr. Butler said that the sixteen-foot sign had been reverse engineered to meet tenants' needs. He noted issues with vision obstructions on the site and noted this is a particular problem for seniors patronizing the pharmacy. He said there were safety concerns and that accidents had occurred in the vicinity. He said drivers on State Street have a very short time to view the sign due to speeds on the street. The proposed tenant panels were sized so as to be readable.

Commissioner Resseguie asked whether the new sign would also be a vision obstruction. Commissioner Tossava noted that trees block a tall sign on a property nearby. Chairman Hatfield said that drivers will find scanning a tall sign difficult to do. He suggested making the street number more prominent versus the tenant names. Commissioner Maurer said he agreed with Chairman Hatfield, that a sixteen-foot sign would be way above drivers' sight lines. Commissioner Guetschow said the proposed sign is taller than would be allowed in any other zoning district. Mr. Brehm said that the focus should be on a sign design that works such as only the address. Chairman Hatfield asked whether other sign designs had been mocked up. Mr. Butler said that had not been done. Chairman Hatfield asked that he bring back alternative designs to the October Commission meeting.

**JPA/JPC.** Commissioner Guetschow reported that both the Joint Planning Alliance and Joint Planning Commission did not meet in August.

**General Work Task List.** Mr. King said there were no changes of significance to the work task list.

**Tracking of Terms and Conditions.** Mr. King said there were few if any changes to the report.

**Accessory Dwelling Units and Multi-Family Dwellings.** Ms. Harvey provided a summary of the work of the committee the Planning Commission had established to look into these two matters. She said the work was driven by the master plan and shows how this fits with housing strategies in the plan. She said the committee also looked at other issues not part of their original charge

including single-family house conversions and how not to discourage new single-family developments.

Ms. Harvey said that duplex developments were discouraged in the zoning ordinance by limiting the districts where they are permitted and further limiting areas within those districts. As a result, few spots are available for duplex construction. The committee chose a strategy of identifying where such construction would be desired and in which areas. The choice is to regulate these developments through use of an overlay district. This approach would not require a massive rezoning. The proposed language parrots that already used for duplexes with some exceptions. The idea is to remove arbitrary design limitations but offer other parameters.

Mr. Brehm left the quorum at 9:00

Ms. Harvey said that the approach to duplexes would be to provide style guidelines that suggest what the Commission is looking for. Chairman Hatfield said that these would be guidelines, not mandates and suggested providing renderings of examples that could be shown to builders.

Ms. Harvey said the proposed language for accessory dwelling units had been vetted through the committee. Chairman Hatfield said this would allow for them to be placed selectively in the community without changing the character of the neighborhoods.

Chairman Hatfield asked Commissioners to review the proposed language for duplexes and ADUs in advance of discussion on these topics at the October meeting.

**Master Plan Action Item Tracking.** Mr. King and Commissioner Guetschow provided a brief introduction to using the Planner tool in Office 365 to track progress on addressing action plan items found in the recently approve master plan.

**Open Public Discussion and Comments:** None.

**Commissioner Comments:** None.

**Adjournment:** It was moved by Commissioner Foster and supported by Commissioner Tossava that the meeting be adjourned. Motion carried at 9:15 p.m.

Respectfully submitted,

Gregg Guetschow  
Recording Secretary

**CITY OF HASTINGS**  
**PLANNING COMMISSION MEETING MINUTES**  
**October 4, 2021**

The meeting was called to order at 7:01 p.m. by Chairman Hatfield with the following Commissioners present: Jordan Brehm, Lois Bowers, Lynn Denton, Chelsey Foster, Tom Maurer, Sarah Moyer-Cale, John Resseguie, Dave Tossava, and Dave Hatfield. Commissioners absent: none.

Also present: Community Development Director Dan King and planning consultant Rebecca Harvey.

**Approval of the Agenda.** It was moved by Commissioner Foster and seconded by Commissioner Bowers to approve the agenda with no changes. All members present voting yes, motion carried.

**Approval of the Minutes.** It was noted that Commissioner Maurer's name had been misspelled in the draft September meeting minutes. It was moved by Commissioner Bowers and seconded by Commissioner Foster that the draft minutes of the meeting of September 7, 2021 be approved with this correction. All members present voting yes, motion carried.

**INFORMATIVE ITEMS:** Mr. King noted that the city had received a notice from Rutland Township regarding its intent to update their Master Plan.

**PUBLIC HEARINGS:** None.

**OLD BUSINESS:**

**Receive JPA/JPC Update.** No update was available.

**General Work Task List.** Mr. King said there were additions or deletions to the work task list.

**Tracking of Terms and Conditions.** Mr. King provided the commission with an update on projects that had been approved. A December 2019 approval by Julie Fox for a glamping site plan and SLU is nearing expiration if an extension is not requested soon. Thornapple Credit Union is working on a sidewalk extension and Ravenna Holdings, LLC is awaiting a permit from EGLE for water and sewer service extensions. No other projects had significant updates.

**Accessory Dwelling Units and Multi-Family Dwellings.** Chairperson Hatfield provided an overview of the need to increase options for housing diversity within the City of Hastings and the work that the subcommittee had done to suggest text amendments for ADUs and duplexes. Mr.

King also highlighted the various efforts of the subcommittee. Ms. Harvey provided further explanation and highlighted how the efforts had been driven by the housing strategies included in the recently approved Master Plan.

Ms. Harvey provided an explanation of the suggested text amendment to allow for ADUs. She identified the different forms that ADUs could take and emphasized that the draft rules would require the use be clearly accessory to the primary use being single family residential. Either the primary or accessory residence must be owner occupied. Discussion ensued about whether this would have an effect on variance requests being made to the ZBA and what would occur if land division applications were made in the future on parcel that contained ADUs.

Ms. Harvey also outlined the proposal for allowing duplexes as an overlay district. Ms. Harvey described how the overlay district would function and the design requirements for duplexes. Properties would be rezoned into this district on a case-by-case basis rather than rezoning several parcels at once. Discussion ensued about both the concerns and potential benefits of this approach in contrast to allowing duplexes as a Special Land Use.

Chairman Hatfield thanked the commissioners for the discussion and the thought given to the ADU and duplex standards. He also encouraged participation in the November 1<sup>st</sup> joint meeting with the City Council.

#### **NEW BUSINESS:**

**Administrative Approval of Site Plan at 1310 W. State St.** Mr. King provided a brief overview of the site plan approval for the addition of a drive thru lane at Burger King. Planning Commission approval was not required; no vote was taken.

**Workshop with Hastings City Council.** It was suggested the Planning Commission have a joint meeting with the City Council prior to the regular meeting of November 1<sup>st</sup> at 6:00pm. The Regular Planning Commission meeting would be moved from 7:00 pm to 7:30 pm to ensure there was adequate time for discussion and questions. It was the consensus of the Planning Commission to make this request to Council and to delay the Regular meeting by half an hour.

**Open Public Discussion and Comments:** None.

**Commissioner Comments:** Commissioner Denton noted that he would not be present at the next Commission meeting.

**Adjournment:** It was moved by Commissioner Tossava and supported by Commissioner Maurer that the meeting be adjourned. All members present voting yes, motion carried at 8:13 p.m.

Respectfully submitted,

Sarah Moyer-Cale,  
Recording Secretary

**CITY OF HASTINGS**  
**DRAFT PLANNING COMMISSION/CITY COUNCIL**  
**JOINT MEETING MINUTES**  
**November 1, 2021**

The meeting was called to order at 6:00 p.m. by Mayor Dave Tossava.

The following Commissioners were present: Lois Bowers, Tom Maurer, Sarah Moyer-Cale, John Resseguie, Dave Tossava, and Dave Hatfield. Jordan Brehm joined the meeting at 6:08pm and Chelsey Foster joined at 6:15pm. Commissioners absent: Lynn Denton,

The following Council members were present: Don Bowers, Jim Cary, John Resseguie (also PC), Brenda McNab-Stange, and Jacquie McLean and Mayor Dave Tossava (also PC). Members absent: Al Jarvis and Therese Maupin-Moore.

Also present: Community Development Director Dan King and planning consultant Rebecca Harvey.

Mayor Tossava indicated that Chairperson Hatfield would chair the meeting.

**Approval of the Agenda.** It was the consent of all members present to approve the agenda with no items requiring formal action.

Chairperson Hatfield gave introductory remarks to the members about the work that the housing committee had done on the proposed text to allow Accessory Dwelling Units (ADUs). Planning Consultant Rebecca Harvey presented information about why ADUs were being proposed for Hastings and gave an overview of the suggested text. Harvey also answered questions from the members present.

**Open Public Discussion and Comments:** None.

**Adjournment:** It was moved by McLean and supported by Resseguie that the meeting be adjourned. All members present voting yes, motion carried at 7:15 p.m.

Respectfully submitted,

Sarah Moyer-Cale,  
Recording Secretary

**CITY OF HASTINGS**  
**DRAFT PLANNING COMMISSION MEETING MINUTES**  
**November 1, 2021**

The meeting was called to order at 7:32 p.m. by Chairman Hatfield with the following Commissioners present: Jordan Brehm, Lois Bowers, Chelsey Foster, Tom Maurer, Sarah Moyer-Cale, John Resseguie, Dave Tossava, and Dave Hatfield. Commissioners absent: Lynn Denton

Also present: Community Development Director Dan King and planning consultant Rebecca Harvey.

**Approval of the Agenda.** It was moved by Commissioner Tossava and seconded by Commissioner Bowers to approve the agenda with no changes. All members present voting yes, motion carried.

**Approval of the Minutes.** It was moved by Commissioner Foster and seconded by Commissioner Maurer that the draft minutes of the meeting of October 4, 2021 be approved. All members present voting yes, motion carried.

**INFORMATIVE ITEMS:** None.

**PUBLIC HEARINGS:** None.

**OLD BUSINESS:**

**Receive JPA/JPC Update.** No update was available as the meeting had been cancelled.

**General Work Task List.** No significant updates beyond the Joint Meeting between the City Council and Planning Commission to discuss ADUs.

**Tracking of Terms and Conditions.** Mr. King announced that the Pennock parking lot had been completed and that the Legacy Golf Course maintenance building had been inspected and was complete. No other projects had significant updates.

**Accessory Dwelling Units and Multi-Family Dwellings.** Chairperson Hatfield noted that he was pleased with how the joint meeting went and he provided a brief overview. Motion by Resseguie with support from Brehm to schedule a public hearing on December 6, 2021 to accept comment on the text amendment for Accessory Dwelling Units. All members present voting yes; motion carried.



**NEW BUSINESS:**

**Review Canoe Livery Parking at 1402 E. Center Rd:** Julie Fox was present to discuss progress on her project.

**Open Public Discussion and Comments:** None.

**Commissioner Comments:** None.

**Adjournment:** It was moved by Commissioner Brehm and supported by Commissioner Resseguie that the meeting be adjourned. All members present voting yes, motion carried at 7:54 p.m.

Respectfully submitted,

Sarah Moyer-Cale,  
Recording Secretary

**CITY OF HASTINGS**  
**DRAFT PLANNING COMMISSION MEETING MINUTES**  
**December 6, 2021**

The meeting was called to order at 7:01 p.m. by Chairman Hatfield with the following Commissioners present: Lois Bowers, Lynn Denton, Chelsey Foster, Tom Maurer, Sarah Moyer-Cale, John Resseguie, Dave Tossava, and Dave Hatfield. Commissioners absent: Jordan Brehm

Also present: Community Development Director Dan King. Planning Consultant Rebecca Harvey was not initially present, but arrived at 7:45 p.m.

**Approval of the Agenda.** It was moved by Commissioner Bowers and seconded by Commissioner Tossava to approve the agenda with no changes. All members present voting yes, motion carried.

**Approval of the Minutes.** It was moved by Commissioner Foster and seconded by Commissioner Bowers that the draft minutes of the meeting of November 1, 2021 be approved. All members present voting yes, motion carried. It was moved by Commissioner Tossava and seconded by Commissioner Bowers that the draft minutes of the Joint Planning Commission/City Council meeting of November 1, 2021 be approved. All members present voting yes, motion carried.

**Informative Items:** King noted that Rutland Township gave final approval of their master plan.

**Public Hearings:** Chairperson Hatfield opened the public hearing at 7:05 p.m. to accept comment on a proposed text amendment to Article 90-IX by adding Division 90-IX-8, Sections 90-914 and 90-915 pertaining to Accessory Dwelling Units and related amendments to Article 90-IV pertaining to District Regulations. Seeing and hearing no members of the public, Chairperson Hatfield closed the public hearing at 7:05 p.m.

The Planning Commission held discussion on the proposed text amendment. Sections d, e, h, l, and p were discussed in detail. It was decided that additional work was needed on subsection d. Motion by Tossava, seconded by Maurer to postpone action on the matter until the January Planning Commission meeting. All members present voting yes, motion carried.

**OLD BUSINESS:**

**Receive JPA/JPC Update.** No update was available as the meeting had been cancelled.

**General Work Task List.** No significant updates other than items covered under New Business.

**Tracking of Terms and Conditions.** King noted that the tracking list is up to date.

**Two Family Dwellings as Permitted Use in R2.** Chairperson Hatfield noted that the committee met two weeks ago and discussed potential regulations for expanding two family dwellings in the city. No recommendations are being made at this time and further study is needed.

**NEW BUSINESS:**

**Set Public Hearing for text amendments regarding auto repair and similar facilities:**

Discussion was held on the memorandum from Planning Consultant Rebecca Harvey. Motion by Bowers and seconded by Foster to postpone action on the item until a future meeting. All members present voting yes, motion carried.

**Meeting Schedule for 2022:** Motion by Tossava with support from Bowers to approve the 2022 Planning Commission Meeting Schedule. All members present voting yes; motion carried.

**Open Public Discussion and Comments:** None.

**Commissioner Comments:** Chairperson Hatfield noted that Commission Foster was stepping away from serving on the Planning Commission in the coming year. Hatfield said he was sorry to see Foster go and that he had been a good contributor to the group. Foster noted that he hopes to return to the commission in the future. Hatfield also thanked all the Commissioners for their efforts this year.

**Adjournment:** It was moved by Bowers and supported by Tossava that the meeting be adjourned. All members present voting yes, motion carried at 8:22 p.m.

Respectfully submitted,

Sarah Moyer-Cale,  
Recording Secretary