

**CITY OF HASTINGS**  
**DRAFT PLANNING COMMISSION MEETING MINUTES**  
**January 4, 2022**

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, David Hatfield, Michelle Peltier, Sarah Moyer-Cale, John Resseguie, and Dave Tossava. Commissioners absent: Tom Maurer.

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 Peltier to approve the agenda as presented. All members present voting yes, motion carried.

**Approval of the Minutes.** It was moved by Commissioner Denton and seconded by Commissioner Resseguie that the draft minutes of the meeting of December 6, 2021 be approved. All members present voting yes, motion carried.

**Informative Items:** None.

**Public Hearings:** The public hearing to consider a text amendment to Article 90-IX by adding Division 09-IX-8, Sections 90-914 and 90-915 to allow and regulate Accessory Dwelling Units and related amendments to Article 90-VI pertaining to District Regulations was reopened by Chairperson Hatfield. Commissioners were presented with correspondence from Commissioner Maurer who was not able to be present. Discussion was held.

Motion by Commissioner Resseguie and seconded by Commissioner Brehm to recommend the ADU text to the City Council for adoption. All members present voting yes; motion carried.

**OLD BUSINESS:**

**Receive JPA/JPC Update.** The JPC was cancelled due to lack of a quorum. The JPA met and discussed how they hoped to meet more often and stay better in touch this year.

**General Work Task List.** King explained minor changes to the work task list.

**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 is scheduled to meet again in January and hopes to have text to present to the Commission soon.

**Text amendments to clarify regulations regarding gas station, auto repair, and car wash facilities.** King and Harvey discussed the modifications made to the proposed text in response to the December meeting. Discussion ensued about how best to regulate auto repair facilities that are currently located in the B-1 District. It was also noted that some site standards be removed. Motion by Brehm and Seconded by Denton to set a public hearing for the proposed text amendment (as modified) at the February Regular Planning Commission meeting. All members present voting yes, motion carried.

**NEW BUSINESS:**

**Election of Officers.** Motion by Bowers and Seconded by Resseguie to elect David Hatfield as Chairperson, Tom Maurer as Vice Chairperson, and Sarah Moyer-Cale as Secretary. All members present voting yes, motion carried.

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

**Commissioner Comments:** Chairperson Hatfield stated that he would like Director King to add review of the bylaws to the work task list. Commissioner Bowers noted that she welcomes the addition of the new store The Clothier to downtown.

**Adjournment:** It was moved by Bowers and supported by Denton that the meeting be adjourned. All members present voting yes, motion carried at 8:23 p.m.

Respectfully submitted,

Sarah Moyer-Cale,  
Recording Secretary

**CITY OF HASTINGS**  
**PLANNING COMMISSION MEETING MINUTES**  
**February 7, 2022**

The meeting was called to order at 7:01 p.m. by Chairman Hatfield with the following Commissioners present: Lois Bowers, Jordan Brehm, Lynn Denton, David Hatfield, Tom Maurer, Sarah Moyer-Cale, Michelle Peltier, John Resseguie, and Dave Tossava. Commissioner Brehm arrived at 7:02 p.m. Commissioners absent, none.

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

**Approval of the Agenda.** It was moved by Brehm and seconded by Tossava to approve the agenda as presented. All members present voting yes, motion carried.

**Approval of the Minutes.** It was moved by Peltier and seconded by Resseguie that the draft minutes of the meeting of January 4, 2022 be approved. All members present voting yes, motion carried.

**Informative Items:** None.

**Public Hearings:** The public hearing to consider text amendment to Chapter 90, Article 90-I, Section 90-1 regarding definition of Auto Repair Shop and adding definition of Auto Repair Shop (Major) and adding definition of Automobile Wash Establishments, and amending definition of Service Station or Filling Station and also amending Chapter 90, Article 90-VI District Regulations, Sections 90-472, 90-473, 90-484, 90-531, 90-532, 90-552, 90-553, and Section 90-578 and amending Chapter 90, Article 90-XIII, Division 90-XIII-2, Section 90-1084 Gasoline Stations and adding Section 90-1093 Automobile Wash Establishments was opened by Chairperson Hatfield. Discussion was held. No public comment was received.

Motion by Brehm and seconded by Resseguie to recommend the text to the City Council for adoption, with the substitution of the word “vehicle” for “automobile” in the definitions. All members present voting yes; motion carried.

**OLD BUSINESS:**

**Receive JPA/JPC Update.** The JPC met in January to establish their meeting dates for the year and to elect officers. The JPA will meet later in February.

**General Work Task List.** At the request of Chairperson Hatfield, a review of the Planning Commission's bylaws and rules of procedure was added to the task list.

**Tracking of Terms and Conditions.** No new modifications.

**Two Family Dwellings as Permitted Use in R2.** Chairperson Hatfield noted that the committee would like to schedule a public hearing to review and discuss the proposed text amendment. Motion by Resseguie with support from Brehm to set a public hearing on March 7, 2022 to hear comment and consider text amendment language. All members present voting yes, motion carried.

**NEW BUSINESS:**

**Public Hearing for Site Plan/PUD Amendment for Meadowstone PUD Phase IV.** Motion by Brehm and seconded by Peltier to hold a public hearing on March 7, 2022 to accept comment on the proposed PUD amendment. All members present voting yes, motion carried.

**Planning Commission Annual Report.** It was noted that the 2021 Annual Planning Commission report had been compiled and would be delivered to the City Council as required.

**Open Public Discussion & Comments.** None.

**Commissioner Comments:** None.

**Adjournment:** It was moved by Bowers and supported by Peltier that the meeting be adjourned. All members present voting yes, motion carried. Meeting adjourned at 7:32 p.m.

Respectfully submitted,

Sarah Moyer-Cale,  
Recording Secretary

**CITY OF HASTINGS**  
**DRAFT PLANNING COMMISSION MEETING MINUTES**  
**March 7, 2022**

The meeting was called to order at 7:00 p.m. by Chairperson Hatfield with the following Commissioners present: Jordan Brehm, Lynn Denton, David Hatfield, Tom Maurer, Sarah Moyer-Cale, Michelle Peltier, John Resseguie, and Dave Tossava. Commissioners absent: Lois Bowers.

**Call to Order**

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

It was MOVED by Tossava and SECONDED by Maurer 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 February 7, 2022 be approved. All members present voting yes, motion carried.

**Approval of the Minutes**

Chairperson Hatfield noted the inclusion of an article on Spot Zoning provided to commission members.

**Informative Items**

Public hearing to consider text amendment to Chapter 90, Article 90-VI District Regulations, Division 90-VI-4 R-1, Section 90-289, Division 90-VI-5 R-2 , Section 90-312, Section 90-314, Division 90-VI-6 R-D, Section 90-339, Division 90-VI-8 A-1, Section 90-391, Section 90-392 (b), Section 90-393 (a), Section 90-394, Division 90-VI-9 A-2, Section 90-423 (a), Section 90-424, and Division 90-VI-10 A-O, Section 90-452 (b), Section 92-453 (a), and Section 90-454 pertaining to two family dwelling units.

**Public Hearing:**  
Two Family  
Dwellings

Discussion was held by the Planning Commission. Chairperson Hatfield opened the floor for public comment regarding the proposed amendment at 7:37 p.m. Hearing no comments from the public, the Chairperson closed the comment period at 7:38 p.m.

It was MOVED by Brehm and SUPPORTED by Resseguie to postpone action on this item until such time as a workshop joint session with the City Council could be scheduled. All members present voting yes; motion carried.

It was MOVED by Brehm and SUPPORTED by Mauer to postpone the public hearing for site plan review and amendment of the Meadowstone PUD Phase IV until the April 4, 2022 meeting to allow applicant additional time to prepare architectural and engineering components of the site plan. All members present voting yes; motion carried.

**Public Hearing:**  
Meadowstone  
PUD

## Old Business

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

JPA and JPC Updates

King noted that a discussion regarding modification of the commission's bylaws would be on the agenda for the April meeting.

General Work Task List

King reported no substantive changes to the tracking chart at this time.

Tracking Terms and Conditions of Site Approvals

Mr. Jerry Ballard, Pro Auto Service, appeared to seek approval for the site plan of a parking lot at 220/222 W. Mill Street. This is a 0.6 acre site located in the B-1 zoning district. The project does not include the expansion of the existing building. The Commission discussed the elements of the site plan review report conducted by consultant Harvey.

**New Business**  
Site Plan Review of 220 and 222 W. Mill Street

Eight elements were identified in the review that required the attention of the commission.

1. **Fencing details are required to determine compliance with Sec 90-918 (g)(2).** Mr. Ballard presented the commission with a photo sample of a wrought iron fence that met the requirements of the ordinance.
2. **The parking layout along the south edge of the parking lot is unclear.** Mr. Ballard indicated where the edge was displayed on the site plan.
3. **Detail is lacking to determine required parking spaces; existing number of spaces is unknown.** Mr. Ballard noted for the commission that there are 16 existing parking spaces. Harvey stated that with the additional spaces presented in the plan, there will be 30 spaces available where only 19 are required. The parking standard is met.
4. **The site plan does not reflect the existing or proposed loading spaces.** Mr. Ballard described that trucks usually park in the street to unload or in the center of the existing parking lot. No change to the loading procedures or location would be modified as a result of the new parking lot. It was the consensus of the Planning Commission that this was adequate for the site.
5. **Dumpster enclosure details are required.** Mr. Ballard noted that he would move the dumpster from its current location in the front of the business to the new rear lot and enclose it appropriately. He stated that he planned to use a wood, dog-eared style enclosure and would meet the ordinance terms.

6. **Existing/proposed landscaping has not been identified.** Mr. Ballard stated that the existing trees indicated on the site plan will remain. Harvey confirmed that this meets the landscape requirements.
7. **Approval shall be subject to review and approval by the Department of Public Services.**
8. **Site Access/circulation shall be subject to Fire Department review and approval.**

Mr. Ballard also noted that the sidewalk and curb would be replaced on the site.

MOTION by Resseguie with SUPPORT from Brehm to approve the site plan for Pro Auto Service with the condition that the site be subject to the screening standards and all other representations made by Mr. Ballard presented at this meeting. All members present voting yes; motion carried.

None.

**Public Comment**

Chairperson Hatfield announced that he will be running for the new county commissioner seat that will be representing the City of Hastings. This will not impact his ability to serve on the Planning Commission.

**Commission  
Comments**

Tossava noted that all members should use their city email addresses and reminded everyone to sign their annual conflict of interest forms if they have not already done so.

It was MOVED by Denton and SUPPORTED by Brehm to adjourn the meeting. All members present voting yes, motion carried. Meeting adjourned at 8:27 p.m.

Respectfully submitted,

Sarah Moyer-Cale,  
Recording Secretary

**CITY OF HASTINGS**  
**DRAFT PLANNING COMMISSION MEETING MINUTES**  
**April 4, 2022**

The meeting was called to order at 7:00 p.m. by Chairperson Hatfield with the following Commissioners present: Jordan Brehm, Lynn Denton, David Hatfield, Tom Maurer, Sarah Moyer-Cale, Michelle Peltier, John Resseguie, and Dave Tossava. Commissioners absent: Lois Bowers.

**Call to Order**

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

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

**Approval of the Agenda**

It was MOVED by Resseguie and SECONDED by Brehm that the proposed minutes of the meeting of March 7, 2022 be approved. All members present voting yes, motion carried.

**Approval of the Minutes**

Chairperson Hatfield noted the inclusion of an article on Ex Parte contact provided to commission members.

**Informative Items**

The commission considered postponing the public hearing for site plan review and amendment of the Meadowstone PUD Phase IV until the May 2, 2022 meeting to allow applicant additional time to prepare architectural and engineering components of the site plan.

**Public Hearing:**  
Meadowstone  
PUD

It was MOVED by Brehm and SUPPORTED by Resseguie to postpone the public hearing for site plan review and amendment of the Meadowstone PUD Phase IV until the May 2, 2022 meeting to allow applicant additional time to prepare architectural and engineering components of the site plan. All members present voting yes; motion carried.

**Old Business:**  
JPA and JPC  
Updates

Moyer-Cale noted that the JPA has not met yet this year and that they will meet again later this month. The JPC discussed the boundaries and history of the Urban Services Area and discussed the various sewer agreements between the City and Rutland Township.

King reported that the service station has been completed and will be removed from the list in the future. No other items to report.

**General Work  
Task List**

King reported that the conditions associated with the approval of the Pro Auto Service has been added to the list as approved at the March 7 PC meeting.

**Tracking Terms  
and Conditions of  
Site Approvals**



The Commission was encouraged to provide comments regarding the bylaws for staff to review and make recommendations for possible changes. Items noted by commissioners included the conflict-of-interest provisions, the order of business, rules of order, and voting. Staff will prepare changes to the draft and present them to the commission at a future meeting.

By-law and  
Procedure  
Review

King noted that the suggested date for a joint PC/City Council workshop is May 23<sup>rd</sup> at 6pm.

Duplex Text  
Amendment

The Planning Commission was presented with a preliminary drawing of the proposed 9-unit townhome project to be constructed at 134 E. Court Street. Owner Marv Helder was present to discuss the project and provide an overview of his intentions for the site. The Commission provided feedback regarding parking and setbacks. It was noted that although the zoning ordinance limits the number of attached single-family dwellings to 8, that the Planning Commission had the authority to increase that depending on the particulars of the site and project provisions.

**New Business**  
Preliminary site  
review for 134 E.  
Court Street -  
Townhomes

King provided the updated project tracking documents to the commission that comply with the requirements of the Redevelopment Ready Communities Program.

Development  
Tracking Forms

King and Moyer-Cale provided an overview of the highlights of the Capital Improvement Plan.

Capital  
Improvement  
Plan

None.

**Public Comment**

None.

**Commission  
Comments**

It was MOVED by Peltier and SUPPORTED by Maurer to adjourn the meeting. All members present voting yes, motion carried. Meeting adjourned at 7:54 p.m.

**Adjournment**

Respectfully submitted,

Sarah Moyer-Cale,  
Recording Secretary

**CITY OF HASTINGS**  
**DRAFT PLANNING COMMISSION MEETING MINUTES**  
**May 2, 2022**

The meeting was called to order at 7:00 p.m. by Chairperson Hatfield with the following Commissioners present: Jordan Brehm, Lynn Denton, David Hatfield, Tom Maurer, Sarah Moyer-Cale, Michelle Peltier, John Resseguie, and Dave Tossava. Commissioners absent: Lois Bowers.

**Call to Order**

Also present: Public Services Director Travis Tate and Planning Consultant Rebecca Harvey.

It was MOVED by Maurer and SECONDED by Brehm 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 Resseguie that the proposed minutes of the meeting of April 4, 2022 be approved. All members present voting yes, motion carried.

**Approval of the Minutes**

None.

**Informative Items**

Chairperson Hatfield opened the public hearing at 7:04 p.m. Harvey provided an overview of her report regarding the site and noted items that were absent from the site plan that still needed to be addressed. Director Tate also provided notes regarding grading and storm water management.

**Public Hearing:**  
Meadowstone  
PUD

Cathy Klotz was present to represent the application on behalf of Meadowstone. She noted that they needed additional space for storage of maintenance equipment and that they would make any alternations necessary to the site plan to meet the Planning Commission’s goals. No other members of the public provided comments regarding the application.

MOTION by Resseguie and SECONDED by Brehm to approve the site plan for Meadowstone PUD with the following contingencies:

1. Indication on the site plan for refuse disposal, landscaping, outdoor lighting, driveway width, and parking layout including circulation pattern and loading arrangement – all to be in compliance with city ordinances and approved by the zoning administrator.
2. The applicant would provide proposed elevations that would give the structure a more aesthetic appearance appropriate to the site to be approved by the zoning administrator.
3. No outdoor storage or long-term parking is permitted on the site.
4. The required 5 ft sidewalk extending along the frontage of Lot 1 shall be installed prior to building occupancy.

5. The subphase plan shall be subject to City Fire Department and DPS review/approval.

All members present voting yes; motion carried.

Moyer-Cale noted that the JPC did not meet recently. Draft minutes of the JPA meeting on April 18, 2022 were provided.

No items to report.

No items to report.

The Planning Commission reviewed the preliminary site plan for apartments proposed at 321 N. Michigan Ave. Harvey briefed the Commission on her initial review. The consensus of the Commission was that they were favorable to the proposed use, but had concerns about parking and the driveway width.

MOTION by Brehm with SUPPORT by Peltier to set a public hearing to accept comment on the proposed apartments at 134 E. Court on June 6, 2022. All members present voting yes; motion carried.

MOTION by Tossava with SUPPORT by Maurer to schedule a joint workshop session with the City Council for Monday, June 13<sup>th</sup> at 6:00 p.m to discuss proposed amendments relating to Two Family Dwellings. All members present voting yes; motion carried.

Robin Thomas arrived and spoke on behalf of the preliminary review of 321 N. Michigan. Chairperson Hatfield provided a brief overview of what had been discussed earlier in the meeting.

None.

It was MOVED by Brehm and SUPPORTED by Tossava to adjourn the meeting. All members present voting yes, motion carried. Meeting adjourned at 7:45 p.m.

Respectfully submitted,

Sarah Moyer-Cale,  
Recording Secretary

**Old Business:**  
JPA and JPC  
Updates

General Work  
Task List

Tracking Terms  
and Conditions of  
Site Approvals

Preliminary  
Review of 321 N.  
Michigan

**New Business**  
Hearing Request  
for 134 E. Court

Two Family  
Dwellings  
Workshop

**Public Comment**

**Commission  
Comments**

**Adjournment**



**CITY OF HASTINGS**  
**DRAFT PLANNING COMMISSION MEETING MINUTES**  
**June 6, 2022**

The meeting was called to order at 7:00 p.m. by Chairperson Hatfield with the following Commissioners present: Jordan Brehm, Lynn Denton, David Hatfield, Tom Maurer, Sarah Moyer-Cale, Michelle Peltier, John Resseguie, and Dave Tossava. Commissioners absent: Lois Bowers.

**Call to Order**

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

It was MOVED by Maurer and SECONDED by Peltier 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 May 2, 2022 be approved. All members present voting yes, motion carried.

**Approval of the Minutes**

None.

**Informative Items**

King noted that the site plan was not yet prepared for consideration by the Planning Commission. It was MOVED by Brehm and SECONDED by Denton to postpone the public hearing for site plan review and special use approval for the property located at 134 E. Court St until the July 5, 2022 Planning Commission meeting. All members present voting yes, motion carried.

**Public Hearing:**  
134 Court St

Moyer-Cale noted that the JPA and JPC have not met since the last meeting.

**Old Business**  
JPA/JPC Update

No items to report.

Work Task List

King reported on the progress of approved developments.

Tracking Terms and Conditions

Planning Commissioners offered suggestions for areas of the bylaws that they felt could be improved. Staff will present a draft at the July Planning Commission meeting.

Bylaws Review

MOTION by Tossava and SECONDED by Brehm to remove from the table the site plan consideration for a projecting sign to be located at 400 W. State Street. All members present voting yes, motion carried.

Sign Approval for  
400 W. State

King and Harvey provided the Planning Commission with a summary of the applicant's request. Harvey indicated that the sign as proposed would require several exceptions to the existing standards. The zoning ordinance does allow the Planning Commission to make exceptions in this zoning district. The applicant and architect provided a general description of their request and answered questions from the Commissioners. Chairperson Hatfield took an informal poll of the different exceptions that the applicant was requesting to seek consensus on the various requests.

It was noted that the existing monument sign on State Street must be removed and no other signs should be added to the site at a later date. It was also discussed that internal illumination must be consistent with the standards provided in the staff memorandum.

MOTION by Resseguie and SECONDED by Peltier to approve the sign to allow the following:

- A single, 48 square foot projecting sign at the west corner of the building, as displayed in the proposed plan
- The sign will extend 4 ft from the building and flush mounting will be allowed
- The sign may extend above the second story window as proposed
- A minimum clearance of 8 ft from the ground will be maintained.
- The sign panel may be internally illuminated provided that illumination meeting the USSC Sign Illumination Guideline Standard (maximum luminance level of 750 cd/m2 at least 30 minutes prior to sunset)
- No other signs will be allowed at a later date unless new approvals are granted by the Planning Commission.

Brehm, Denton, Hatfield, Maurer, Peltier, Resseguie, and Tossava voting yes, Moyer-Cale voting no, motion carried.

No public comment was made.

**Public Comment**

A reminder was made to the Commission that a joint workshop is scheduled with the City Council on June 13<sup>th</sup> at 6:00pm to discuss proposed modifications to the Zoning Code related to Two-Family Dwellings.

**Commission  
Comments**

It was MOVED by Peltier and SUPPORTED by Brehm to adjourn the meeting. All members present voting yes, motion carried. Meeting adjourned at 8:19 p.m.

**Adjournment**

Respectfully submitted,

Sarah Moyer-Cale,  
Recording Secretary

**CITY OF HASTINGS**  
**DRAFT PLANNING COMMISSION MEETING MINUTES**  
**August 1, 2022**

The meeting was called to order at 7:00 p.m. by Chairperson Hatfield with the following Commissioners present: Jordan Brehm, Lois Bowers, Lynn Denton, David Hatfield, Tom Maurer, Sarah Moyer-Cale, Michelle Peltier, John Resseguie, and Dave Tossava.

**Call to Order**

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

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

**Approval of the Agenda**

It was **MOVED** by Peltier and **SECONDED** by Bowers that the proposed minutes of the meeting of June 6, 2022 be approved. All members present voting yes, motion carried.

**Approval of the Minutes**

None.

**Informative Items**

Chairperson Hatfield opened the public hearing at 7:06 p.m. Mike Snyder inquired about setback requirements and it was noted that there was no change. No other public comment was received. Chairperson Hatfield closed the public comment portion of the hearing at 7:07 p.m.

**Public Hearing:**  
Two Family Dwelling

It was **MOVED** by Brehm and **SECONDED** by Denton to forward the text amendment to the City Council with a recommendation to approve the amendment. All members present voting yes, motion carried.

Moyer-Cale noted that the JPA and JPC have not met since the last meeting.

**Old Business**  
JPA/JPC Update

King noted additions to the work task list including food trucks, green infrastructure, and to review the subdivision ordinance regarding street widths.

Work Task List

King noted an addition to the tracking sheet.

Tracking Terms and Conditions

Planning Commissioners held discussion regarding the bylaws including sections 3.7 Voting, 3.8 Order of Business, and 3.9 Robert's Rules of Order. It was determined that voting should be by simple majority and that New Business should be moved before Old Business and that Robert's Rules be a guide. Attendance requirements were also discussed with no changes proposed.

Bylaws Review

It was **MOVED** by Tossava **SECONDED** by Bowers to approve the Planning Commission Bylaws with changes as discussed by the Commission. All members present voting yes; motion carried.

Public comment was received by Mike Snyder, resident.

**Public Comment**

Peltier inquired about follow up in the development approval process. Tossava thanked Denton for his service to the Planning Commission and noted that this was his last meeting as a member. Hatfield requested future education regarding land bank.

**Commission  
Comments**

It was MOVED by Resseguie and SUPPORTED by Maurer to adjourn the meeting. All members present voting yes, motion carried. Meeting adjourned at 8:16 p.m.

**Adjournment**

Respectfully submitted,

Sarah Moyer-Cale,  
Recording Secretary



**CITY OF HASTINGS**  
**PLANNING COMMISSION MEETING MINUTES**  
**October 3, 2022**

The meeting was called to order at 7:00 p.m. by Chairperson Hatfield with the following Commissioners present: Jordan Brehm, Lois Bowers, Chelsey Foster, David Hatfield, Tom Maurer, Sarah Moyer-Cale, Michelle Peltier, John Resseguie, and Dave Tossava.

**Call to Order**

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

It was MOVED by Brehm and SECONDED by Maurer 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 Bowers that the proposed minutes of the meeting of August 1, 2022 be approved. All members present voting yes, motion carried.

**Approval of the Minutes**

King provided a brief overview of the department's customer service survey.

**Informative Items**

None.

**Public Hearing:**

It was MOVED by Foster and SECONDED by Maurer to set a public hearing on November 7, 2022 at 7:00pm to consider text amendments to Chapter 90, Article 90-I, Section 90-1 Definitions pertaining to Child Day Care Homes (a) and (b), and text amendments to permitted uses and special uses in all zoning districts where Child Day Care Homes are allowed as permitted or special uses. All members present voting yes, motion carried.

**New Business:**  
Set Hearing for Day Care/Foster Care amendment

It was MOVED by Foster and SECONDED by Brehm to set a public hearing on November 7, 2022 at 7:00pm for site plan and special land use permit review for Serenity Village at 700 E. Woodlawn Ave. All members present voting yes, motion carried.

Set Hearing for Serenity Village Review

King provided an overview of the B2 Outlet Store façade approvals and City of Hastings Parking Lot #8 at 125 N. Jefferson St. Discussion was held.

Administrative Approval Report

Discussion was held regarding the streetscape. MOTION by Resseguie and SECONDED by Brehm to support the general concept for the Streetscape plan as presented. Brehm, Bowers, Foster, Hatfield, Maurer, Moyer-Cale, Resseguie, and Tossava voting yes, Peltier voting no, motion carried.

Streetscape Design Concept

Peltier provided a summary of the August JPA meeting. It was noted that the JPC has not recently met.

**Old Business**  
JPA/JPC Update

King highlighted items on the Work Task List.

Work Task List

King noted no significant changes on the tracking sheet.

Tracking Terms  
and Conditions

Public comment was received by two members of the public.

**Public Comment**

No Commissioner comments were received.

**Commission  
Comments**

It was **MOVED** by Bowers and **SUPPORTED** by Resseguie to adjourn the meeting. All members present voting yes, motion carried. Meeting adjourned at 7:53 p.m.

**Adjournment**

Respectfully submitted,

Sarah Moyer-Cale,  
Recording Secretary

**CITY OF HASTINGS**  
**PLANNING COMMISSION MEETING MINUTES**  
**November 7, 2022**

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

**Call to Order**

Also present: Community Development Director Dan King.

It was MOVED by Brehm and SECONDED by Maurer to approve the agenda as amended with the addition of items D. Parking Lot 8 and E. Land Bank to Old Business. All members present voting yes, motion carried.

**Approval of the Agenda**

It was MOVED by Peltier and SECONDED by Foster that the proposed minutes of the meeting of October 3, 2022 be approved. All members present voting yes, motion carried.

**Approval of the Minutes**

None.

**Informative Items**

A Public Hearing to accept comment regarding a request for approval of a Special Use Permit and related site plan for construction of a hospice/palliative care facility at 700 E. Woodlawn Ave, for Serenity Village was held. Chairperson Hatfield opened the hearing at 7:07 pm. Two members of the public enquired about the site. The developer spoke on behalf of the application. It was MOVED by Resseguie and SECONDED by Maurer to approve the Special Land Use Permit and Site Plan for 700 E. Woodlawn Ave – Serenity Village, contingent upon meeting all contingencies provided in the presented staff reviews. All members present voting yes; motion carried.

**Public Hearing:**  
Serenity Village

The public hearing regarding text amendment changes to various articles related to childcare was postponed to allow staff additional time to research any adult day care components. MOTION by Foster and SECONDED by Brehm to postpone the public hearing to the January Planning Commission meeting. All members present voting yes; motion carried.

Child Care  
Homes

King provided an overview of the proposed development at 326 W. State St. The developer discussed the proposed plan and summarized the results of a traffic study. MOTION by Tossava and SECONDED by Bowers to set a public hearing to accept comment on the proposed plan at the December Planning Commission meeting. All members present voting yes; motion carried.

**New Business:**  
Preliminary  
Review of Tyden  
Lofts Plan

King outlined the request for site plan approval include shed construction of Alpha Women's Center at 533 W. State Street. Discussion was held. It was MOVED by Tossava and SECONDED by Resseguie to approve the site plan as presented

Alpha Women's  
Center 533 W.  
State

King presented two items that had been approved administratively in accordance with the Zoning Ordinance.

Administrative  
Approval Report

Moyer-Cale provided draft meeting minutes and a brief update on the JPA. It was noted that the JPC has not recently met.

**Old Business**  
JPA/JPC Update

King highlighted items on the Work Task List.

Work Task List

King noted no significant changes on the tracking sheet.

Tracking Terms  
and Conditions

Staff noted that the Parking Lot 8 reconstruction project was delayed and no modifications have yet been made to the plan.

Lot 8

King provided an update on the Land Bank. Chairperson Hatfield requested a formal presentation be made to the Planning Commission at a later date.

Land Bank

No public comment was received.

**Public Comment**

King thanked the applicants who attended the meeting for being present to answer questions.

**Staff Comments**

Peltier noted she was happy with how the plans for Tyden Lofts turned out and that they made changes based on feedback from the neighbors.

**Commission  
Comments**

It was MOVED by Bowers and SUPPORTED by Resseguie to adjourn the meeting. All members present voting yes, motion carried. Meeting adjourned at 8:01 p.m.

**Adjournment**

Respectfully submitted,

Sarah Moyer-Cale,  
Recording Secretary

**CITY OF HASTINGS**  
**PLANNING COMMISSION MEETING MINUTES**  
**December 5, 2022**

The meeting was called to order at 7:00 p.m. by Chairperson Hatfield with the following Commissioners present: Jordan Brehm, Lois Bowers, Chelsey Foster, David Hatfield, Tom Maurer, Sarah Moyer-Cale, John Resseguie, and Dave Tossava. Absent: Michelle Peltier

**Call to Order**

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

It was MOVED by Resseguie and SECONDED by Maurer to extend support and appreciation to Commissioner Peltier for her service to the City of Hastings and for her new endeavors. All members present voting yes, motion carried.

**Vote of Support**

It was MOVED by Brehm and SECONDED by Foster 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 Bowers that the proposed minutes of the meeting of November 7, 2022 be approved. All members present voting yes, motion carried.

**Approval of the Minutes**

The inclusion of the past ZBA minutes was noted by the Chair.

**Informative Items**

A Public Hearing to accept comment regarding a request for approval of a final PUD site plan from General Capital for construction and development of a 60-unit multifamily housing building to be located at 326 W. State Street was held. King presented the Commission with history of the project and an overview of the application process. Harvey provided an overview of her review report as included in the meeting packet. Tate noted that stormwater calculations, soil boring information, and other relevant engineering information had not yet been submitted to the City to ensure compliance. Three representatives from General Capital were present to discuss the application and answer questions from the Commission.

**Public Hearing:**  
326 W. State  
Street – Tyden  
Lofts

Chairperson Hatfield opened the hearing to accept public comment at 7:20pm. Five members of the public spoke regarding the application. Concerns voiced about the application included on street parking and children’s play areas. Other comments noted the need for housing in Hastings and Barry County and were favorable to the application. Chairperson Hatfield closed public comment on the matter at 7:29pm.

It was MOVED by Foster and SECONDED by Bowers to recommend to the City Council approval of the Final Site Plan for Tyden Lofts, based on the following:

- Compliance being noted with the intent of the PUD district
- Acceptance of the building height by the Planning Commission
- Acceptance of the parking screening as proposed

This approval is made contingent on the following:

- Future signage shall be subject to review and approval through the sign permitting process.
- Compliance with all City Engineering standards is required to be approved by Director Tate.

All members present voting yes; motion carried.

It was MOVED by Resseguie and SECONDED by Brehm to request staff to review parking on Court and Park Streets and analyze the effect of the Tyden Lofts project on parking. All members present voting yes; motion carried.

It was MOVED by Bowers and SECONDED by Resseguie to continue holding Regular Meetings of the Planning Commission on the First Monday of each month at 7:00pm. All members present voting yes; motion carried.

Jennifer Heinzman from the Barry County Chamber of Commerce and Economic Development Alliance provided an update on local plans to create a county land bank. A developer spoke about how a land bank may be able to assist them with a project in Hastings.

No report.

King noted no new additions or deletions.

King noted no significant changes on the tracking sheet.

Discussion was held regarding regulations for food trucks in the City. It was determined that more work was needed on a food truck ordinance. The Chair directed that questions and comments from Commissioners regarding food truck be directed to Director King.

No public comment was received.

King noted that the next meeting would be held on Tuesday, January 3<sup>rd</sup> due to the New Year's holiday.

None.

It was MOVED by Bowers and SUPPORTED by Resseguie to adjourn the meeting. All members present voting yes, motion carried. Meeting adjourned at 8:16 p.m.

Respectfully submitted,

Sarah Moyer-Cale,  
Recording Secretary

**New Business:**  
2023 Meeting  
Schedule

Land Bank Status  
Update

**Old Business**  
JPA/JPC Update

Work Task List

Tracking Terms  
and Conditions

Mobile Food  
Truck Ordinance  
Text

**Public Comment**

**Staff Comments**

**Commission  
Comments**

**Adjournment**

