

CITY OF HASTINGS
DRAFT PLANNING COMMISSION MEETING MINUTES
January 2, 2018

Members present: Brehm, McLean, Tossava, Mansfield, Cusack, Maurer, Bowers, Hatfield.

Members absent: Benner.

Other staff present: Czarnecki, King, Hays, Harvey.

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

Roll call was taken by Hatfield.

Those present recited the Pledge of Allegiance.

Maurer asked for comments regarding the draft agenda for tonight's meeting. No comments were forwarded. Motion by Tossava, second by Bowers to approve the agenda for tonight's meeting as submitted.

Motion carried.

Maurer asked for comment regarding the draft minutes of the December 4, 2017 meeting of the Hastings Planning Commission, the draft minutes of the December 6, 2017 meeting of the Rutland Township Planning Commission, the Communication regarding the cancellation of the December 17, 2017 meeting of the Zoning Board of Appeals, the draft minutes of the December 21, 2017 meeting of the Downtown Development Authority, the draft agenda for the December 28, 2017 meeting of the Local Development Finance Authority, the draft minutes of the December 18, 2017 meeting of the Joint Planning Alliance, and the draft minutes of the December 20, 2017 meeting of the Joint Planning Commission. No comment was forwarded.

Motion by Bowers, second by Maurer to approve the minutes of the December 4, 2017 meeting of the Hastings Planning Commission, and to receive and place on file the draft minutes of the December 6, 2017 meeting of the Rutland Township Planning Commission, the Communication regarding the cancellation of the December 17, 2017 meeting of the Zoning Board of Appeals, the draft minutes of the December 21, 2017 meeting of the Downtown Development Authority, the draft agenda for the December 28, 2017 meeting of the Local Development Finance Authority, the draft minutes of the December 18, 2017 meeting of the Joint Planning Alliance, and the draft minutes of the December 20, 2017 meeting of the Joint Planning Commission.

Motion carried.

Hatfield noted that also included in the packet were several notes thanking the Planning Commission for their service to the Community.

Hatfield asked Mansfield to report on the activities of the JPA and JPC. Mansfield stated that the JPA had concerned themselves primarily with administrative matters at their meeting in December. Mansfield stated that the Hastings Fiberglass Products facility was now connected to City water, and that the USEDPA had been withdrawn from escrow, filed with the State and fully executed.

Hatfield stated that the JPC had established their meeting schedule for 2018, and had re-elected the current slate of officers for an additional term. Mansfield noted that he had been asked by the JPC to draft a resolution recognizing the service of former Township Supervisor and Zoning Administrator Jim Carr and thanking him for his many years of public service. Hatfield stated that it would be appropriate for the Planning Commission to thank Carr as well for his work in the Community.

Motion by Cusack, second by Tossava to recognize and thank former Rutland Charter Township Supervisor and Zoning Administrator Jim Carr for his many years of service in the Community.

In favor: Brehm, McLean, Tossava, Mansfield, Cusack, Maurer, Bowers, Hatfield.

Opposed: None.

Absent: Benner.

Motion carried.

Hatfield suggested that the Planning Commission may wish to delay further action on amendments to the various zoning ordinances currently on the work task list to allow the Planning Commission time to complete the Master Plan update. Hatfield stated that the findings and recommendations in the Master Plan update may potentially impact the content of the ordinance revisions. Hatfield asked if Czarnecki had any additional comment relate to the list of work tasks to be achieved by the Planning Commission in 2018. No further comments were forwarded.

Hatfield introduced discussion regarding the current status of the Master Plan update. Hatfield noted that the Subcommittee had recently discussed limiting the focus of the update to areas where the Planning Commission could play a primary role in achieving the objectives defined in the Master Plan. Hatfield stated that these focus areas would likely include promoting residential and industrial development, protecting the downtown, and others. Czarnecki stated that the subcommittee was working with McKenna to further define a course of action related to the Master Plan update. Hatfield stated that McKenna was in the process of revising their proposal for services related to the Master Plan update, and would be presenting this revised proposal to the subcommittee within the next week or so. Hatfield stated that the proposal would be brought before the full Planning Commission at their February meeting for review and approval.

Hatfield suggested that the Planning Commission delay further action on potential amendments to the ordinance regulating the keeping of animals until the Master Plan update had been completed.

Hatfield introduced discussion regarding the ordinance to amend the regulations applying to temporary storage enclosures. Hatfield explained that the City Council had requested that the Planning Commission consider further amendments to the draft ordinance prior to approval. Czarnecki explained that the City Council had requested that the Planning Commission consider establishing a definition for the term “temporary storage enclosure”, and consider establishing regulations controlling the allowable number and location of temporary storage enclosures on a parcel.

Czarnecki stated that the definition of a “temporary storage enclosure” was currently included in the Code, but was not included in the portion of the Code reviewed by the City Council. Czarnecki noted that no further action was required by the Planning Commission related to this portion of the Council’s request. The members of the Planning Commission discussed various possible regulations related to the allowable number and location of temporary storage enclosures. Mansfield offered to have the City staff take pictures of existing temporary storage enclosures in use in the City for the Planning Commission to review. Consensus of the Planning Commission was to take the pictures.

Harvey noted that the existing regulations applying to accessory structures could be used to regulate temporary storage enclosures. Harvey stated that these existing regulations controlled matters such as allowable building size and location. Harvey suggested reviewing the existing Codes and considering amendments to allow the regulations applying to temporary storage enclosures and accessory structures to work together. Consensus of the Planning Commission was to have Harvey pursue this course of action.

Hatfield introduced discussion regarding administrative approval of a minor amendment to the Hastings Ponds Planned Unit Development. Czarnecki explained that the developer requested an amendment to the requirements in the PUD and Master Deed applying to a 23 lot single-family residential condominium within the PUD known as the Pheasant Hollow Condominium. Czarnecki stated that the development would still remain within the regulations contained in the Code applying to the R-1A zone following approval of the requested amendments. Czarnecki stated that the proposed changes include a reduction in the required floor space for the first floor of residences, the elimination of the requirement for brick or masonry siding on a portion of the first floor, the elimination of a minimum size for the garage for each residence, and the elimination of required interior wall treatments for the garage. Czarnecki stated that the zoning administrator and the Chair of the Planning Commission had determined that these were minor amendments to the PUD, and the amendments were approved.

Hatfield introduced discussion regarding the report of activity for the Planning Commission for 2017. Czarnecki thanked Sandy Ponsetto in his office for preparing the report. Czarnecki stated that the report of activity for the Planning Commission in 2017 would also be presented to the Hastings City Council.

Hatfield asked for additional comments from the public. No comments were forwarded.

Hatfield asked for comments from the Planning Commission. Hatfield thanked Czarnecki for his work with the Planning Commission during the past year, and stated that he looked forward to working with King in a similar capacity.

Hatfield asked for additional comments from the members of the Planning Commission. No comments were forwarded.

Hatfield questioned if the Planning Commission should elect officers for 2018. Motion by Bowers, second by Cusack to re-elect the current slate of officers of the Planning Commission to their respective positions for 2018.

In favor: Brehm, McLean, Tossava, Mansfield, Cusack, Maurer, Bowers, Hatfield.

Opposed: None.

Absent: Benner.

Motion carried.

Motion by Bowers, second by Maurer to adjourn.

Motion carried.

Submitted by:

Jeff Mansfield
Secretary