

CITY OF HASTINGS
DRAFT PLANNING COMMISSION MEETING MINUTES
January 7, 2019

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

Members absent: None.

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

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

Roll call was taken by Hatfield.

Hatfield thanked Cusack and Benner for their service on the Planning Commission.

Those present recited the Pledge of Allegiance.

Hatfield asked for comment regarding the draft agenda for tonight's meeting. No comment was forwarded. Motion by Tossava, second by Bowers to approve the agenda for tonight's meeting as submitted.

Motion carried.

Hatfield asked for comment regarding the draft minutes of the December 3, 2018 regular meeting of the Hastings Planning Commission, the draft minutes of the December 5, 2018 Rutland Township Planning Commission meeting, the notice of the cancellation of the December 18, 2018 Zoning Board of Appeals meeting, the draft minutes of the December 20, 2018 Downtown Development Authority meeting, the draft minutes of the November 21, 2018 meeting of the Local Development Finance Authority, the draft minutes of the November 19, 2018 meeting of the Joint Planning Alliance, and the draft minutes of the December 19, 2018 meeting of the Joint Planning Commission. No comment was forwarded.

Motion by Cusack, second by Bowers to approve the minutes of the December 3, 2018 regular meeting of the Hastings Planning Commission, and to receive and place on file the draft minutes of the December 5, 2018 Rutland Township Planning Commission meeting, the notice of the cancellation of the December 18, 2018 Zoning Board of Appeals meeting, the draft minutes of the December 20, 2018 Downtown Development Authority meeting, the draft minutes of the

November 21, 2018 meeting of the Local Development Finance Authority, the draft minutes of the November 19, 2018 meeting of the Joint Planning Alliance, and the draft minutes of the December 19, 2018 meeting of the Joint Planning Commission.

Motion carried.

Hatfield introduced discussion regarding a request from Ryan Gillons for a special use permit for an addition to his solid waste processing facility located at 1700 East State Street. King stated that the City had granted administrative approval for the addition in August of 2018. Hatfield explained that upon further review it was determined that the addition required review and consideration of the issuance of a special use permit and approval of a revised site plan for the project, Hatfield stated that this special use permit would be considered at tonight's meeting.

Hatfield opened the public hearing and asked for comment related to the request from Gillons for a special use permit for the addition to the facility located at 1700 East State Street.

Ryan Gillons stated that the addition will not change the process at the facility for processing solid waste. Gillons stated that the addition would be used to shelter trucks as they discharged materials at the facility. Gillons stated that the addition was to enhance the comfort and convenience of the operators. Hatfield thanked Gillons for his understanding and cooperation in seeking the special use permit.

Hatfield asked for additional comment from the public. No comment was forwarded. Hatfield closed the public hearing.

Motion by Tossava, second by Cusack to approve the request from Ryan Gillons for approval of a site plan dated June 28, 2018 and issuance of a special use permit for his facility located at 1700 East State Street.

Mansfield questioned if the concerns in McKenna's memorandum dated December 28, 2018 related to this matter had been adequately addressed. Harvey stated that the Planning Commission should consider several of the points raised in the memorandum. Harvey stated that Site Development Standards could be considered to be addressed, since the operation of the facility remained unchanged from the time of the prior approval of the original special use permit. Harvey stated that the Planning Commission could either require further documentation demonstrating that the requirements in the Code related to parking and landscaping were met, or the Planning Commission could defer that responsibility to City staff.

Tossava stated that he would amend his motion to approve Gillons request to make such approval contingent upon Gillons submitting documentation for review approval by the staff demonstrating

that the site plan conformed to the applicable requirements in the Code related to parking and landscaping. Cusack noted that he would also amend his second in a similar fashion.

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

Opposed: None.

Absent: None.

Motion carried.

Hatfield asked Mansfield to provide a report on the recent activities of the Joint Planning Alliance and the Joint Planning Commission. Mansfield reported that the JPA did not meet in December, but that the JPC did meet. Mansfield stated that the JPC continued discussion related to the sidewalk and trail projects in the JPC area. Mansfield stated that the JPC also discussed holding a joint workshop with the elected officials and planning commission members from Rutland Township and the City, along with the member of the JPC. Mansfield stated that the session would provide the various board members with an opportunity to meet and get to know one another, and to learn about current activities in the JPC and the units of government. Mansfield stated that the session would be scheduled for the near future.

Hatfield asked King to report on the list of work tasks to be completed by the Planning Commission in 2019. King stated that there was nothing new to report on this matter.

Hatfield introduced discussion related to possible amendments to the zoning regulations or zoning of property to allow additional residential uses in and near the downtown. Harvey explained the proposed amendments contained in her memo dated January 7, 2019 and distributed at tonight's meeting. Harvey asked that the Planning Commission further consider the proposed amendments prior to the February meeting of the Planning Commission. Harvey stated that the amendments were based primarily on input from the Planning Commission at the November and December meetings, and on recent input from the City staff. Harvey stated that the current draft of the amendments anticipated allowing additional residential uses in the B-1 Zone as a special land use, with several street segments excepted. Harvey explained that proposed amendments to the definition section were added to clarify the difference between multi-family residential uses and attached single family residential uses. Harvey explained other areas of the proposed amendments, and asked for questions.

Maurer questioned if allowing the uses under form based codes could become too restrictive, creating numerous non-conforming structures or leading to the frequent need for developers to pursue variances. Harvey stated that while this was a concern, flexibility could be built into the proposed codes addressing these issues. Hatfield asked that the City staff distribute the B-1 zoning regulations to the members of the Planning Commission. King stated that he would do so.

Hatfield asked that the members of the Planning Commission review the proposed amendments and be prepared for additional discussion at the February meeting.

Hatfield introduced discussion regarding a request from Barry County Transit for approval of a site plan for an expansion to their facility located at 1216 West State Street. Hatfield noted that Barry County was not mandated by law to participate in the City's site plan approval process, and thanked Barry County for their willingness to do so.

Barry County Transit Manager Bill Voigt thanked the public officials and others for their participation and input during the process to date. Voigt stated that Barry County Transit would amend the site plan to incorporate all of the comments provided in Harvey's and Hays' staff reports. Hatfield asked what the expansion would accomplish. Voigt stated that improvements would include additional administrative space, additional dispatching space, office renovations, security improvements and additional storage for buses. Voigt stated that both ridership and the bus fleet were growing, leading to the need for additional space.

Harvey questioned how the additional stormwater runoff stemming from the increase roof and paved areas would be handled. Architect Steve Jara stated that all runoff would be retained on site. Harvey suggested that engineering calculations documenting this be provided.

Motion by Mansfield, second by Brehm to approve the request from Barry County Transit for approval of their site plan dated 01-07-2019 for an addition to their facility located at 1216 West State Street upon revision per the comments in Harvey's and Hays' staff reports and per the comments at tonight's meeting.

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

Opposed: None.

Absent: None.

Motion carried.

Hatfield introduced discussion regarding a request from Preferred Credit Union for approval of a site plan for an addition to their facility located at 329 North Michigan Avenue. Mark Hacker explained the proposed project, and stated that he had reviewed the comments contained in Harvey's and Hays' staff reports. Harvey noted that two additional parking spaces were required under the Code. Hacker stated that they would provide the additional parking spaces. Harvey stated that the site plan would also need to be amended to include a bike rack and the required landscaping improvements.

Motion by Tossava, second by McLean to approve the request from Preferred Credit Union for approval of the site plan dated 12-18-2018 for an addition to their facility located at 329 North Michigan Avenue after revision to include the required parking spaces, bike rack and landscaping.

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

Opposed: None.

Absent: None.

Motion carried.

Hatfield introduced a request from Community Action Agency for a special land use permit for use of a facility / property located at 220 South Market Street as a public and institutional use. King explained that Community Action Agency wished to use the former Ponderosa Steakhouse building for a new Community Action Agency center. Hatfield stated that it would be appropriate to set a public hearing to solicit comment related to this request for the February meeting of the Planning Commission.

Motion by McLean, second by Brehm to set a public hearing for 7:00 p.m. at the February 4, 2019 meeting of the Planning Commission to solicit comment regarding a request from Community Action Agency for a special land use permit for use of a facility / property located at 220 South Market Street as a public and institutional use.

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

Opposed: None.

Absent: None.

Motion carried.

Hatfield introduced a request from Spectrum Health – Pennock for a special land use permit for construction of a new surgical center at Spectrum – Pennock Hospital. Hatfield stated that it would be appropriate to set a public hearing for the next Planning Commission meeting to solicit comment regarding this request.

Motion by Mansfield, second by Brehm to set a public hearing for 7:00 p.m. at the February 4, 2019 meeting of the Planning Commission to solicit comment regarding a request from Spectrum Health – Pennock for a special land use permit to allow construction of a new surgical center at the Spectrum – Health Pennock Hospital.

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

Opposed: None.

Absent: None.

Motion carried.

Hatfield introduced discussion of a synopsis of the Planning Commission's activities in 2018 as prepared by King. Hatfield suggested that the members of the Planning Commission review this synopsis of activity. Motion by Mansfield, second by Cusack to receive the synopsis of the Planning Commission's activities in 2018 and place it on file.

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

Opposed: None.

Absent: None.

Motion carried.

King stated that he would also create a spreadsheet to allow him to track and follow up on the requirements imposed by the Planning Commission at each meeting.

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

Hatfield asked for comments from the members of the Planning Commission.

Tossava once again thanked Cusack and Benner for their service on the Planning Commission.

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

Motion by Bowers, second by McLean to adjourn at 8:16 p.m.

Motion carried.

Submitted by:

Jeff Mansfield
Secretary