

CITY OF HASTINGS
DRAFT PLANNING COMMISSION MEETING MINUTES
February 4, 2019

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

Members absent: None.

Other staff present: King, Hays, Mansfield, Saurman, Harvey.

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

Hatfield introduced new Planning Commission members Resseguie, Czarnecki, and Foster.

City Clerk / Treasurer Saurman administered the Oath of Office to Resseguie, Czarnecki, and Foster.

Hatfield called the roll.

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 noted that Mansfield would continue to serve as the Secretary for the Planning Commission.

Hatfield asked for comment regarding the draft minutes of the January 7, 2019 regular meeting of the Hastings Planning Commission, the draft minutes of the January 21, 2019 Rutland Township Planning Commission meeting, the notice of the cancellation of the January 15, 2019 Zoning Board of Appeals meeting, the draft minutes of the January 19, 2019 Downtown Development Authority meeting, the draft minutes of the January 24, 2019 meeting of the Local Development Finance Authority, the draft minutes of the January 21, 2019 meeting of the Joint Planning Alliance, and the notice of the cancellation of the January 16, 2019 meeting of the Joint Planning Commission. No comment was forwarded.

Motion by Bowers, second by Foster to approve the minutes of the January 7, 2019 regular meeting of the Hastings Planning Commission, and to receive and place on file the draft minutes of the January 21, 2019 Rutland Township Planning Commission meeting, the notice of the cancellation of the January 15, 2019 Zoning Board of Appeals meeting, the draft minutes of the January 19, 2019 Downtown Development Authority meeting, the draft minutes of the January 24, 2019 meeting of the Local Development Finance Authority, the draft minutes of the January 21, 2019 meeting of the Joint Planning Alliance, and the notice of the cancellation of the January 16, 2019 meeting of the Joint Planning Commission.

Motion carried.

Hatfield introduced discussion regarding a request from Spectrum Health – Pennock for approval of the site plan dated January 2019 and for an amendment to a special use permit to allow construction of a new surgical center addition on the west side of the existing Pennock Hospital facility. Hatfield asked Harvey to explain the comments in her staff report on this project dated January 25, 2019. Harvey explained that the project consisted of an addition to the existing hospital building, as well as revised parking arrangements, a new patient drop-off area, and new access drives.

Harvey explained the comments in her staff report dated January 25, 2019. Harvey noted that the documents submitted by Spectrum to date did not adequately demonstrate that the project would meet the requirements in the code related to on-site parking. Harvey stated that the applicant would need to provide additional information related to the demand for additional parking related to the new addition, the number of existing parking spaces to be lost due to construction of the addition, and plans for additional parking to be provided as part of the project. Harvey noted that the Planning Commission could exercise some discretion in determining whether the parking to be provided satisfied the additional parking demand created by the addition to the building.

Harvey noted that the applicant had not provided adequate documentation to demonstrate compliance with the requirements in the Code related to screening and landscaping. Harvey stated that the Planning Commission could condition site plan approval on the submittal of a landscaping plan demonstrating compliance with the requirements in the Code.

Hatfield asked if a representative from Spectrum wished to address the Planning Commission. Sean Easter introduced himself as the Project Architect for Spectrum. Easter presented a slide show depicting various aspects of the proposed project. Easter stated that the addition would house 3 modern surgical rooms to replace the existing 3 units at the hospital. Easter stated that the new surgical rooms would be located on the first floor to provide more efficient and private patient access. Easter stated that a landscaping plan was submitted with Spectrum's application.

Easter stated that Spectrum has presented a request to the Hastings City Council requesting the daytime use of approximately 80 spaces in Fish Hatchery Park. Easter stated Spectrum was currently working with the City on a lease agreement for these spaces. Easter stated that the additional parking would more than offset the parking lost due to construction of the addition, and would result in a net gain in parking spaces.

Troy Grunder introduced himself as the Civil Engineer for the project. Grunder stated that the ambulance entrance would be separated from the drive approach on the west side of the Hospital. Grunder stated that the addition would not result in any additional impervious surface area, and that stormwater would be accommodated by the existing structures. Tossava questioned if the existing parking area north of the Hospital would remain, and if it could be accessed by the proposed drive to be located west of the proposed addition. Grunder stated that it would.

Hatfield asked if the members of the Planning Commission had any additional questions at this time. No questions were forwarded.

Hatfield opened the public hearing, and asked for comment from the public related to the request from Spectrum Health – Pennock for site plan approval and an amendment to the special use permit.

Jean Pugh, 1040 West Green Street, stated that she lived across from the Hospital. Pugh stated that she had concerns with parking at the Hospital, and that they had been “monkeying around” with parking for some time. Pugh stated that she had concerns related to the Hospital employees’ use of the parking spaces at Fish Hatchery Park. Pugh questioned if the City could legally sell or lease property associated with the Park. Pugh stated that space within the existing hospital facility could be repurposed eliminating the need for the addition. Pugh stated that she was concerned that the use of the parking lot in Fish Hatchery Park by Hospital employees could lead to dangerous conditions at the drive approach on Green Street.

Carla Wilson-Neil stated that she was the Chief Operating Officer for Spectrum Health – Pennock. Neil stated that the proposed addition and improvements at the Hospital were focused on enhancing the patient experience. Neil stated that the goal was to make things easier for the patient and their family.

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

Maurer questioned how the concerns related to landscaping expressed in Harvey's report could best be addressed. Harvey stated that Spectrum should submit documents demonstrating compliance with the landscaping requirements in the Code. Harvey stated that such compliance could not be confirmed based on the plans submitted to date. Harvey stated that Spectrum should also submit documentation demonstrating compliance with the requirements in the Code related to on-site parking. Hatfield asked if the Planning Commission could allow the staff to review this documentation and confirm compliance with the Code. Harvey stated that the Planning Commission could allow the staff to review additional documentation to be submitted by the applicant, and confirm that all of the bolded items in her staff report were addressed. Harvey noted that the Planning Commission should determine if an arrangement utilizing off-site parking such as that proposed by Pennock for the use of leased spaces in Fish Hatchery Park was acceptable.

Motion by McLean, second by Brehm to approve the request from Spectrum Health – Pennock for approval of a site plan and an amendment to the special use permit for an addition to the Hospital Facility subject to staff review and approval of documentation to be submitted by Spectrum addressing the bolded items in Harvey's staff report and demonstrating compliance with the related requirements in the City Code, and including approval of the use of a lease agreement with the City for off-site parking in Fish Hatchery Park as a means to satisfy a portion of the parking requirements.

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

Motion carried.

Hatfield introduced a request from Community Action Agency for approval of the site plan dated 12/5/18 and a special use permit for a facility located at 220 South Market Street. Hatfield asked Harvey to explain the comments in her staff report on this matter dated January 25, 2019. Harvey explained the comments in her report. Harvey noted that the Planning Commission should consider granting specific approval for the proposed outdoor playground.

Hatfield asked if anyone representing the applicant wished to address the Planning Commission. Neil Bowman introduced himself as the project architect. Bowman presented a slide show depicting various aspects of the project. Bowman stated that Community Action Agency would be leasing the building, and that owner had decided to retain a cooler housing that was originally to be removed. Bowman stated that the site plan had been revised accordingly. Bowman stated that 14 employees would normally be present in the building, with an additional 10 employees at certain times. Bowman stated that 24 parking spaces would therefore be needed, and that the existing parking lot contained 70 spaces. Bowman stated that a wood slat screen would be provided

around the dumpster. Bowman shared photos of the playground equipment at the CAA's current facility, and stated that the playground equipment at the proposed facility would be similar.

Maurer asked if vehicles would be able to drive around the south side of the facility. Bowman stated that they would not.

Hatfield opened the public hearing and asked for public comment. No comment was forwarded. Hatfield closed the public hearing.

Motion by McLean, second by Brehm to approve the request from Community Action Agency for approval of the site plan dated 12/5/18 and a special use permit for a facility located at 220 South Market Street, specifically noting that the proposed playground area is approved, and subject to the applicant supplying documentation sufficient to address the bolded items in Harvey's staff report and demonstrate compliance with all landscaping and parking requirements.

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

Motion carried.

Hatfield asked Mansfield to provide a report on the activities of the JPC and JPA. Mansfield noted that the JPC would be hosting a joint workshop with the elected officials and Planning Commission members from Rutland Charter Township and the City, and invited the member of the City's Planning Commission to attend. Mansfield noted that the workshop would be held from 6 p.m. to 8 p.m. on February 20, 2019 at the Rutland Charter Township Hall.

Hatfield asked King to comment regarding the list of work tasks to be completed by the Planning Commission in 2019. King stated that there were no changes to report.

Hatfield introduced discussion regarding an ordinance to allow additional housing in certain locations in the B-1 Zoning District. Hatfield asked Harvey to explain the draft terms and conditions related to such housing as expressed in her outline originally distributed at the January 2019 meeting of the Planning Commission. Harvey stated that she had generally explained these terms and conditions at the January meeting of the Planning Commission, and had hoped that the members of the Planning Commission would further review and consider these terms in the during the past month. Harvey briefly reviewed and explained the proposed terms and conditions. Hatfield asked if the members of the Planning Commission wished to solicit public comment related to this draft ordinance.

Motion by McLean, second by Foster to schedule a public hearing for 7:00 p.m. at the March 4, 2019 meeting of the Planning Commission to solicit comment regarding a draft ordinance to amend the City Code and allow additional housing in certain locations in the B-1 Zoning District under certain conditions.

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

Motion carried.

Hatfield stated that the Planning Commission would defer consideration of additional items of old business until later in the meeting to accommodate those present in the audience for the purpose of addressing items of new business.

Hatfield introduced discussion regarding a request from Revenna Holdings for approval of a site plan for a multi-family development to be located at 600 East Woodlawn Avenue. Hatfield asked Harvey to explain the comments in her staff report dated January 25, 2019 related to this matter. Harvey explained the comments in her report. Harvey noted that the Planning Commission needed to make a determination regarding the acceptability of the proposed masonry veneer to be placed on portions of the first floor exterior walls to satisfy the masonry requirements in the Code. Harvey noted that the Code required that at least 50% of certain lower floor walls be covered in brick or other masonry.

Hatfield asked if the applicant wished to address the Planning Commission. Mike Markey of Revenna Holdings stated that he had anticipated site plan approval 30 days ago. Markey stated that the City's Code required that masonry be provided on 50 percent of the front walls. Markey stated that he had submitted drawings to the City that demonstrated compliance with this requirement. Hatfield questioned if the proposed masonry veneer was acceptable to the Planning Commission. Consensus of the Planning Commission was that the use of masonry veneer was acceptable.

Motion by Tossava, second by Bowers to approve the request from Revenna Holdings for approval of a site plan dated 12-11-18 for a multi-family residential development project to be located at 600 East Woodlawn Avenue subject to revision to address the items in Harvey's staff report dated January 25, 2019, and with the finding that the use of the proposed masonry veneer is acceptable.

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

Motion carried.

Hatfield introduced a request from Ryan Gillons for approval of a site plan for a facility to be located at 1700 East State Street. Hatfield asked Harvey to comment on this proposed development. Harvey explained the comments in her staff report on this matter dated January 25, 2019. Harvey noted that Gillons had recently appeared before the Planning Commission with a request for approval of a special land use permit for an addition to his solid waste processing facility on the subject site. Harvey noted that the use being proposed at tonight's meeting (facility to house a plumbing business) was a permitted use in the subject D-2 Zoning District. Harvey explained that the City's Code allowed only one principal use on a lot. Harvey suggested that this matter could likely be addressed by dividing the property owned by Gillons into two parcels – one to house the permitted use and one to house the special land use.

Hatfield asked if the applicant wished to address the Planning Commission. Ryan Gillons briefly described his proposed facility and use of the site.

Motion by McLean, second by Foster to approve the request from Ryan Gillons for approval of the site plan dated January 18, 2019 subject to revision per the comments in Harvey's staff report dated January 25, 2019 including division of the land into separate parcels to hold each of the two principal uses.

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

Motion carried.

Hatfield introduced a request from Habitat for Humanity for rezoning of a parcel of land located at 1215 North Broadway from A-O Apartment-Office to B-4 Business District. Hatfield asked Harvey to explain the comments in her staff report dated January 25, 2019 on this matter. Harvey explained the comments in her report. Harvey noted that the matters of concern to the Planning Commission were compliance of the requested rezoning with the Future Land Use Map in the City's approved Master Plan, and whether additional nearby parcels of land should be considered for rezoning at this time. Harvey described five additional parcels of land that the Planning Commission might wish to consider for rezoning at this time. Harvey noted that the Planning Commission need only determine tonight whether the additional parcels should be considered for rezoning and therefore included in the area to be published and noticed as being under such consideration. Harvey explained that the merit of rezoning such properties would be considered at a future meeting. Consensus of the Planning Commission was to notice all six parcels noted in Harvey's staff report (including one partial parcel) for rezoning from A-O to B-4.

Motion by McLean, second by Resseguie to set a public hearing to solicit comment regarding the proposed rezoning of 6 parcels of land on North Broadway and Woodlawn Avenue from A-O to B-4 for 7 p.m. at the March 4, 2019 meeting of the Planning Commission.

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

Motion carried.

Hatfield stated that the Planning Commission would now return to old business on the agenda, and introduced discussion regarding Part II of the Master Plan Update. Harvey reminded the Planning Commission that McKenna's proposal for the Part II work on the Master Plan had been approved, and contained four target areas of focus. Harvey stated that the Master Plan Steering Committee had asked that McKenna begin with initiatives to address local housing needs, and that the Steering Committee had selected a list of initial tasks and activities in December, and that McKenna was currently working on those tasks. Harvey stated that the Steering Committee had met again recently to discuss potential tasks and activities to address the second area of focus – local business growth. Harvey stated that the Steering Committee was working on the selection of tasks for this second area of focus at the present time. Hatfield noted that McKenna and the Steering Committee were making good progress on Part II of the Master Plan Update.

Hatfield asked for comments from the public.

Mansfield questioned if the Planning Commission members would consider a different way of obtaining the meeting materials each month. Mansfield explained that due to the amount of information in the packet for tonight's meeting, several of the Planning Commissioner's mailboxes had not accepted delivery of the packet. Mansfield suggested that the packets instead be posted to the City's website, and the Planning Commission members could view them at that site. Mansfield stated that the City would continue to send out the agendas and communications for each meeting via e-mail. Mansfield stated that the City would also make hard copies of the materials available for review at City Hall. Consensus of the Planning Commission was to approve this approach.

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

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

McLean again welcomed Resseguie, Czarnecki and Foster as new members 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 8:39 p.m.

Motion carried.

Submitted by:

Jeff Mansfield
Secretary