

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