



HASTINGS PLANNING COMMISSION COMMUNICATION

DATE: July 29, 2022

TO: Members of the Planning Commission and Staff

FROM: Dan King

SUBJECT: Information – August 1 2022 Planning Commission Meeting.

As some of you may be aware, the Downtown Development Authority (DDA) has enlisted the services of MCSA Group for downtown streetscape design enhancements. Conceptual elements of the plan are nearly complete. Since the scope of this project impacts the DDA, City Council, and Planning Commission, a joint planning session with all three groups is being planned for September. We will let you know well in advance of the time, date, and venue for this session.

**CITY OF HASTINGS
PLANNING COMMISSION MEETING CANCELLATION
PUBLIC NOTICE**

Notice is hereby given that the **Tuesday, July 5, 2022** meeting of the **Planning Commission** of the City of Hastings is **cancelled** due to lack of agenda items. The next meeting will be held Monday, August 1, 2022 in Council Chambers at City Hall.

The City will provide reasonable and necessary aids and services for persons with disabilities upon five days notice to the City Clerk by calling 269.945.2468 or TDD call relay services at 800.649.3777.

Jane M. Saurman
City Clerk

HASTINGS PLANNING COMMISSION A G E N D A

Monday August 1, 2022

1. **Call to Order/Roll Call** (Regular meeting starts at 7:00 p.m.)
2. **Pledge of Allegiance**
3. **Approval / additions / deletions to agenda**
4. **Approval of Minutes** June 6, 2022 Draft Meeting Minutes of the Planning Commission *
5. **Informative Items:** None
6. **Public Hearings:**
 - A. To hear comment and consider text amendment language regarding allowing two-family dwellings as a permitted use in the R-2 Zoning District, simplify lot size and width standards in the R-2, R-1, R-D Zoning Districts, and simplify lot size, width size, and clarify density standards in the A-1, A-2, and A-O Zoning Districts. *
7. **Old Business:**
 - A. Receive JPA / JPC Update.
 - B. Consider Planning Commission 2022 General Work Task List. *
 - C. Report Regarding Tracking of Terms and Conditions Imposed by the Planning Commission. *
 - D. Continue Review of Planning Commission By-laws and Rules of Procedure. *
8. **New Business: None**
9. **Open public discussion and comments**
10. **Commission comments**
11. **Adjourn**

*Indicates attachment

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 13th 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

NOTICE OF PUBLIC HEARING ON ORDINANCE NO. 606

The Planning Commission will hold a Public Hearing for the purpose of hearing written and/or oral comments from the public concerning amending Chapter 90, Article 90-VI District Regulations, Section 90-312 (h) pertaining to two family dwellings and also amending Sections 90-314 (a), 90-289 (a), 90-339 (a), pertaining to dimensional requirements, and also amending Section 90-391 pertaining to purpose, and also amending Section 90-392 (b) pertaining to Permitted Uses and Section 90-393 (a) pertaining to Special Uses and Section 90-394 (a) pertaining to dimensional requirements and also amending Section 90-423 (a) pertaining to Special Uses and Section 90-424 (a) pertaining to dimensional requirements, and also amending Section 90-452 (b) pertaining to Permitted Uses, Section 90-453 (a) pertaining to Special Uses, and Section 90-454 (a) pertaining to dimensional requirements. The public hearing will be held **on Monday August 1, 2022 at 7:00 PM** in the Council Chambers on the second floor of City Hall, 201 East State Street, Hastings, Michigan 49058.

All interested citizens are encouraged to attend and to submit comments.

Please contact Dan King, Community Development Director, at dking@hastingsmi.org or 269-945-2468 if you have questions or comments regarding this public hearing.

A copy of this information is available for public inspection from 9:00 AM to 4:00 PM Monday through Friday at the Office of the City Clerk, 201 East State Street, Hastings, Michigan 49058.

The City will provide necessary reasonable aids and services upon five days notice to Hastings City Clerk (telephone number 269-945-2468) or TDD call relay services 1-800-649-3777.

Jane M. Saurman
City Clerk

Please publish in the July 14, 2022 edition of the Hastings
Banner.

Received by _____ on _____
as representative of the Hastings Banner.

MEMO

Housing Objectives - City of Hastings Master Plan

1. Encourage residential development within areas targeted for growth and investment.
2. Provide for a wide variety of housing types, sizes, and densities.
3. Maintain existing housing stock and related infrastructure.

Housing Element	Issues	Master Plan / Zoning Plan Strategy	Proposed Action
Additional Options for Duplexes	<p>Duplexes only allowed within the R-R – R-2 Districts on property with state highway frontage</p> <p>Available property for duplexes is limited</p> <p>There is a growing interest in duplex occupancy/development</p>	<p>The R-2 District could be expanded to allow ‘gentle density’ and ‘missing middle’ housing types, such as townhouses, duplexes, and small apartment buildings (4 units or fewer).</p>	<p>Allow ‘two-family dwellings’ as a ‘permitted use’ and without special limitation within the R-2 District.</p> <p>Review the lot size standards of the R-2 District.</p>



City of Hastings

Planning Commission/City Council

➔ *Zoning Ordinance Amendment – allow ‘two-family dwellings’ as a ‘permitted use’ and without special limitation within the R-2 District*

Sec 90-312 Permitted Uses

Land and structures in the R-2 district may be used for the following purposes only:

1. Single-family detached dwellings.
2. **Two-family dwellings.**
3. Child and adult day care homes with no more than six minor children or adults.
4. State licensed adult foster care family homes with no more than six adults. Such facilities shall be at least 1,500 feet apart as measured between property lines.
5. Home occupations as regulated by section 90-775.
6. Private communication antennas not exceeding 35 feet in height as regulated by section 90-921.
7. Accessory uses, buildings and structures customarily incidental to any of the above uses as regulated by article IX, division 3 of this article.
8. Essential public service equipment.
- ~~9. Two family dwellings on a parcel with frontage on a state highway as regulated by section 90-885.~~
9. Public schools per section 90-810.

➔ *Zoning Ordinance Amendment – simplify lot size/width standards in the R-2 District*

Sec 90-314 District Regulations

Buildings and structures shall not be erected or enlarged in the R-2 district unless the following requirements are met and maintained:

- ~~1. Minimum lot area and width shall be, for:~~
 - ~~1. Single family dwellings, 8,000 square feet and 66 feet of lot width.~~
 - ~~2. Two family dwellings, 13,000 square feet and 99 feet of lot width.~~
 - ~~3. Nonresidential uses, 15,000 square feet and 99 feet of lot width.~~

- a) **Minimum Lot Area: 8000 square feet**
- b) **Minimum Lot Width: 66 feet**



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Zoning Ordinance Amendment – simplify lot size/width standards in the R-1 and R-D Districts (for consistency w/ R-2 District amendments)

Sec 90-289 District Regulations

Buildings and structures shall not be erected or enlarged in the **R-1** district unless the following requirements are met and maintained:

- ~~1. Minimum lot area and width shall be for:~~
 - ~~1. Single family dwellings, 9,900 square feet and 75 feet of lot width.~~
 - ~~2. Two family dwellings, 13,000 square feet and 99 feet of lot width.~~
 - ~~3. Nonresidential uses, 15,000 square feet and 99 feet of lot width.~~

- a) Minimum Lot Area (square feet): 9,900 square feet**
- b) Minimum Lot Width (feet): 75 feet**

Sec 90-339 District Regulations

Buildings and structures shall not be erected or enlarged in the **R-D** district unless the following requirements are met and maintained:

- ~~a) The minimum lot area and width shall be, for:~~
 - ~~1) Single family dwellings, 9,900 square feet with a minimum lot width of 75 feet.~~
 - ~~2) Two family dwellings, 13,000 square feet with a minimum lot width of 99 feet.~~
 - ~~3) Three family and four family dwellings, 5,500 square feet per dwelling with a minimum lot width of 99 feet.~~
 - ~~4) Nonresidential uses, 15,000 square feet with a minimum lot width of 99 feet.~~

- a) Minimum Lot Area (square feet): 9,900 square feet**
- b) Minimum Lot Width (feet): 75 feet**



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➔ *Zoning Ordinance Amendment – simplify lot size/width standards and clarify density standards in the A-1, A-2, and A-O Districts (for consistency with R-2 District amendments)*

Sec 90-391 Purpose

The **A-1** district is designed to allow apartments at a higher density than the A-2 district. ~~A density of up to 14 units per acre is permitted in this district.~~ Public water and sanitary sewer is necessary for uses in this district.

Sec 90-392 Permitted Uses

Land and structures in the **A-1** district may be used for the following purposes only:

1. Single-family detached dwellings.
2. Multiple-family dwellings, with no more than eight units per building **and a maximum of 14 units per acre.**
3. Two-family dwelling units.
4. Child and adult day care homes with no more than six minor children or adults.
5. Housing for the elderly, retired or those requiring assisted care including nursing homes subject to the standards of article XIII of this chapter.
6. Home occupations as regulated by section 90-775.
7. Private communication antennas not exceeding 35 feet in height as regulated by section 90-833.
8. Accessory uses, buildings and structures customarily incidental to any of the above uses as regulated by article IX, division 3 of this chapter.
9. Essential public service equipment.
10. Public schools per section 90-810.

Sec 90-393 Special Uses

The following uses may be permitted as special land uses in the **A-1** district subject to the applicable general and specific requirements and standards of article XIII of this chapter:

1. Multiple-family dwellings, with no more than 24 units per building and a maximum density of **14 units per acre.**
2. Churches, synagogues or other similar places of worship and customary related uses.
3. Public and institutional uses and hospitals.
4. Private schools.
5. Antennas and towers exceeding a height of 35 feet.
6. Noncommercial parks, playgrounds and playfields.
7. Essential public service buildings and structures.
8. Child and adult day care homes that provide care to more than six but not more than 12 minor children or adults.



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9. Child day care centers.
10. Bed and breakfast establishments.
11. Residential substance abuse treatment facility as licensed under Act No. 368 of the Public Acts of Michigan of 1978 (MCL 333.6233 et seq.) provided such facility is at least 800 feet from a similar facility or a licensed child day care home or center.
12. Foster care group home for seven or more children or adults.
13. Crisis shelter homes within a single-family dwelling operated by a nonprofit agency which provide temporary housing for families or individuals involved in domestic violence or similar crisis situations which prevent them from staying in their own homes.
14. Transitional or Emergency Housing.

Sec 90-394 District Regulations

Buildings and structures shall not be erected or enlarged in the **A-1** district unless the following requirements are met and maintained.

- a) ~~Minimum lot area and width shall be, for:~~
- 1) ~~A single family dwelling, 6,600 square feet and 66 feet of lot width.~~
 - 2) ~~A duplex building, 13,000 square feet and 99 feet of lot width.~~
 - 3) ~~A multifamily building, for each dwelling unit within the building, 3,000 square feet, which is a gross density of 14.52 dwelling units per acre. The minimum lot width shall be 99 feet.~~
 - 4) ~~Nonresidential uses, 12,500 square feet and 99 feet of lot width.~~
- a) **Minimum Lot Area (square feet): 6,600 square feet**
- b) **Minimum Lot Width (feet): 66 feet**

Sec 90-423 Special Uses

The following uses may be permitted as special land uses in the ~~apartment edge~~ **A-2** district subject to the applicable general and specific requirements and standards of article XIII of this chapter:

1. Multiple-family dwellings, with no more than eight units per building, including attached townhouse buildings, **and a maximum of eight units per acre.**
2. Churches, synagogues or other similar places of worship and customary related uses;
3. Public and institutional uses and hospitals;
4. Private schools.
5. Antennas and towers exceeding a height of 35 feet;
6. Non-commercial parks, playgrounds and playfields;
7. Essential public service buildings and structures;



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8. Child and adult day care homes with more than six but not more than 12 minor children or adults;
9. Child day care centers;
10. Bed and breakfast establishments;
11. Gathering halls, lodges, or clubs of fraternal organizations, including accessory uses of such buildings, including, but are not limited to, garage sales, flea markets, art sales, wedding receptions and similar gatherings within such buildings as may be permitted by the planning commission.
12. Accessory buildings which are more than one story in height and which are similar in architectural style to the principal building on the property per section 90-1090 herein.

Sec 90-424 District Regulations

Buildings and structures shall not be erected or enlarged in the ~~apartment edge~~ **A-2** district unless the following requirements are met and maintained:

- a) ~~Minimum lot area and width shall be for:~~
 - 1) ~~A single family dwelling: 6,600 square feet and 66 feet of lot width.~~
 - 2) ~~A duplex building: 13,000 square feet and 99 feet of lot width.~~
 - 3) ~~A multi family building: for each dwelling unit within the building, 5,445 square feet, which is a gross density of eight dwelling units per acre. The minimum lot width shall be 99 feet.~~
 - 4) ~~Non residential uses: 12,500 square feet and 99 feet of lot width.~~
 - 5) ~~The minimum lot area and width requirements shall apply to the conversion of existing single family dwellings to duplexes, multi family or non residential use.~~
- a) **Minimum Lot Area (square feet): 6,600 square feet**
- b) **Minimum Lot Width (feet): 66 feet**

Sec 90-452 Permitted Uses

Land and structures in the **A-O** district may be used for the following purposes only:

1. Single-family detached dwellings.
2. Multiple-family dwellings, with no more than eight units per building **and a maximum of 14 units per acre.**
3. Two-family dwelling units.
4. Child and adult day care homes with no more than six minor children or adults.
5. Offices permitted by section 90-477 and other uses.
6. Housing for the elderly, retired or those requiring assisted care, including nursing homes, subject to the standards of section 90-1080.
7. Home occupations as regulated by section 90-775.



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8. Private communication antennas not exceeding 35 feet in height as regulated by section 90-833.
9. Accessory uses, buildings and structures customarily incidental to any of the above uses as regulated by article IX, division 3 of this chapter.
10. Essential public service equipment.
11. Public schools per section 90-810.

Sec 90-453 Special Uses

The following uses may be permitted as special land uses in the **A-O** district subject to the applicable general and specific requirements and standards of article XIII of this chapter:

1. Multiple-family dwellings, with no more than 24 units per building **and a maximum of 14 units per acre.**
2. Churches, synagogues or other similar places of worship and customary related uses.
3. Public and institutional uses and hospitals.
4. Private schools.
5. Antennas and towers exceeding a height of 35 feet.
6. Noncommercial parks, playgrounds and playfields.
7. Essential public service buildings and structures.
8. Child and adult day care homes with more than six but not more than 12 minor children or adults.
9. Child day care centers.
10. Bed and breakfast establishments.
11. Residential substance abuse treatment facility as licensed under Act No. 368 of the Public Acts of Michigan of 1978 (MCL 333.6233 et seq.) provided such facility is at least 800 feet from a similar facility or a licensed child day care home or center.
12. Gathering halls, lodges, or clubs of fraternal organizations.
13. Accessory buildings which are more than one story in height and which are similar in architectural style to the principal building on the property per the requirements of section 90-1090 herein, except that such buildings shall still comply with the building size requirements of subsection 90-831(d). Other regulations of section 90-1090 shall supersede all conflicting regulations of section 90-831.
14. Transitional or Emergency Housing.

Sec 90-454 District Regulations

Buildings and structures shall not be erected or enlarged in the **A-O** district unless the following requirements are met and maintained:

- a) ~~Minimum lot area and width shall be, for:~~
 - 1) ~~Residential uses, as required by subsection 90-394(a).~~
 - 2) ~~Office and nonresidential uses, as required by subsection 90-464(a).~~
- b) **Minimum Lot Area (square feet): 6,600 square feet**
- c) **Minimum Lot Width (feet): 66 feet**



City of Hastings
COUNTY OF BARRY, STATE OF MICHIGAN

ORDINANCE NO. 606

AN ORDINANCE TO AMEND CHAPTER 90 OF THE HASTINGS CODE OF 1970, AS AMENDED, BY AMENDING THE FOLLOWING: CHAPTER 90, ARTICLE 90-VI, DIVISION 90-VI-4 R-1, SECTION 90-289 (A), DIVISION 90-VI-5 R-2, SECTION 90-312 (H) AND SECTION 90-314 (A), DIVISION 90-VI-6 R-D, SECTION 90-339 (A), DIVISION 90-VI-8 A-1, SECTION 90-391, SECTION 90-392 (B), 90-393 (A), AND SECTION 90-394 (A), DIVISION 90-VI-9 A-2, SECTION 90-423 (A) AND SECTION 90-424 (A), DIVISION 90-VI-10 A-O, SECTIONS 90-452 (B), 90-453 (A), AND 90-454 (A)

THE CITY OF HASTINGS ORDAINS:

SECTION I.

Article 90-VI is hereby amended by amending Division 90-VI-4 R-1, Section 90-289 (a), Division 90-VI-5 R-2, Sections 90-312 (h), Section 90-314 (a), Division 90-VI-6 R-D, Section 90-339 (a), Division 90-VI-8 A-1, Section 90-391, Section 90-392 (b), 90-393 (a), Section 90-394 (a), Division 90-VI-9 A-2, Section 90-423 (a), Section 90-424 (a), Division 90-VI-10 A-O, Section 90-452 (b), Section 90-453 (a), and Section 90-454 (a). (additions in **BOLD**)

Section 90-289 District Regulations

Buildings and structures shall not be erected or enlarged in the R-1 district unless the following requirements are met and maintained:

- ~~1. Minimum lot area and width shall be for:~~
 - ~~1. Single-family dwellings, 9,900 square feet and 75 feet of lot width.~~
 - ~~2. Two-family dwellings, 13,000 square feet and 99 feet of lot width.~~
 - ~~3. Nonresidential uses, 15,000 square feet and 99 feet of lot width.~~

- a) Minimum lot area 9,900 square feet.**
- b) Minimum lot width 75 feet.**

Section 90-312 Permitted Uses

Land and structures in the R-2 district may be used for the following purposes only:

- a) Single-family detached dwellings.
 - b) **Two-family dwellings.**
 - c) Child and adult day care homes with no more than six minor children or adults.
 - d) State licensed adult foster care family homes with no more than six adults. Such facilities shall be at least 1,500 feet apart as measured between property lines.
 - e) Home occupations as regulated by section 90-775.
 - f) Private communication antennas not exceeding 35 feet in height as regulated by section 90-921.
 - g) Accessory uses, buildings, and structures customarily incidental to any of the above uses as regulated by article IX, division 3 of this article.
 - h) Essential public service equipment.
 - i) ~~Two-family dwellings on a parcel with frontage on a state highway as regulated by section 90-885.~~
- (i) Public schools per section 90-810.

Section 90-314 District Regulations

Buildings and structures shall not be erected or enlarged in the R-2 district unless the following requirements are met and maintained:

- 1. ~~Minimum lot area and width shall be, for:~~
 - 1. ~~Single-family dwellings, 8,000 square feet and 66 feet of lot width.~~
 - 2. ~~Two-family dwellings, 13,000 square feet and 99 feet of lot width.~~
 - 3. ~~Nonresidential uses, 15,000 square feet and 99 feet of lot width.~~
- a) Minimum lot area 8,000 square feet.**
b) Minimum lot width 66 feet.

Section 90-339 District Regulations

Buildings and structures shall not be erected or enlarged in the R-D district unless the following requirements are met and maintained:

- a) ~~The minimum lot area and width shall be, for:~~
 - 1. ~~Single-family dwellings, 9,900 square feet with a minimum lot width of 75 feet.~~
 - 2. ~~Two-family dwellings, 13,000 square feet with a minimum lot width of 99 feet.~~
 - 3. ~~Three-family and four-family dwellings, 5,500 square feet per dwelling with a minimum lot width of 99 feet.~~

4. ~~Nonresidential uses, 15,000 square feet with a minimum lot width of 99 feet.~~

- a) **Minimum lot area 9,900 square feet.**
- b) **Minimum lot width 75 feet.**

Section 90-391 Purpose

The A-1 district is designed to allow apartments at a higher density than the A-2 district. ~~A density of up to 14 units per acre is permitted in this district.~~ Public water and sanitary sewer **is are** necessary for uses in this district.

Section 90-392 Permitted Uses

Land and structures in the A-1 district may be used for the following purposes only:

- a) Single-family detached dwellings.
- b) Multiple-family dwellings with no more than eight units per building **and a maximum density of 14 units per acre.**
- c) Two-family dwelling units.
- d) Child and adult day care homes with no more than six minor children or adults.
- e) Housing for the elderly, retired or those requiring assisted care including nursing homes subject to the standards of article XIII of this chapter.
- f) Home occupations as regulated by section 90-775.
- g) Private communication antennas not exceeding 35 feet in height as regulated by section 90-833.
- h) Accessory uses, buildings, and structures customarily incidental to any of the above uses as regulated by article IX, division 3 of this chapter.
- i) Essential public service equipment.
- j) Public schools per section 90-810.

Section 90-393 Special Uses

The following uses may be permitted as special land uses in the A-1 district subject to the applicable general and specific requirements and standards of article XIII of this chapter:

- a) Multiple-family dwellings with no more than 24 units per building **and a maximum density of 14 units per acre.**
- b) Churches, synagogues or other similar places of worship and customary related uses.
- c) Public and institutional uses and hospitals.
- d) Private schools.
- e) Antennas and towers exceeding a height of 35 feet.

- f) Noncommercial parks, playgrounds, and playfields.
- g) Essential public service buildings and structures.
- h) Child and adult day care homes that provide care to more than six but not more than 12 minor children or adults.
- i) Child day care centers.
- j) Bed and breakfast establishments.
- k) Residential substance abuse treatment facility as licensed under Act No. 368 of the Public Acts of Michigan of 1978 (MCL 333.6233 et seq.) provided such facility is at least 800 feet from a similar facility or a licensed child day care home or center.
- l) Foster care group home for seven or more children or adults.
- m) Crisis shelter homes within a single-family dwelling operated by a nonprofit agency which provide temporary housing for families or individuals involved in domestic violence or similar crisis situations which prevent them from staying in their own homes.
- n) Transitional or Emergency Housing.

Section 90-394 District Regulations

Buildings and structures shall not be erected or enlarged in the A-1 district unless the following requirements are met and maintained.

- ~~1. Minimum lot area and width shall be, for:~~
 - ~~1. A single-family dwelling, 6,600 square feet and 66 feet of lot width.~~
 - ~~2. A duplex building, 13,000 square feet and 99 feet of lot width.~~
 - ~~3. A multifamily building, for each dwelling unit within the building, 3,000 square feet, which is a gross density of 14.52 dwelling units per acre. The minimum lot width shall be 99 feet.~~
 - ~~4. Nonresidential uses, 12,500 square feet and 99 feet of lot width.~~
- a) Minimum lot area 6,600 square feet.**
- b) Minimum lot width 66 feet.**

Section 90-423 Special Uses

The following uses may be permitted as special land uses in the ~~apartment edge~~ **A-2** district subject to the applicable general and specific requirements and standards of article XIII of this chapter:

- a) Multiple-family dwellings with no more than eight units per building including attached townhouse buildings, **and a maximum density of eight units per acre.**
- b) Churches, synagogues or other similar places of worship and customary related uses.

- c) Public and institutional uses and hospitals.
- d) Private schools.
- e) Antennas and towers exceeding a height of 35 feet.
- f) Non-commercial parks, playgrounds and playfields.
- g) Essential public service buildings and structures.
- h) Child and adult day care homes with more than six but not more than 12 minor children or adults.
- i) Child day care centers.
- j) Bed and breakfast establishments.
- k) Gathering halls, lodges, or clubs of fraternal organizations, including accessory uses of such buildings, including, but are not limited to, garage sales, flea markets, art sales, wedding receptions and similar gatherings within such buildings as may be permitted by the planning commission.
- l) Accessory buildings which are more than one story in height, and which are similar in architectural style to the principal building on the property per section 90-1090 herein.

Section 90-424 District Regulations

Buildings and structures shall not be erected or enlarged in the ~~apartment-edge~~ **A-2** district unless the following requirements are met and maintained:

- ~~1. Minimum lot area and width shall be for:~~
 - ~~1. A single-family dwelling: 6,600 square feet and 66 feet of lot width.~~
 - ~~2. A duplex building: 13,000 square feet and 99 feet of lot width.~~
 - ~~3. A multi-family building: for each dwelling unit within the building, 5,445 square feet, which is a gross density of eight dwelling units per acre. The minimum lot width shall be 99 feet.~~
 - ~~4. Non-residential uses: 12,500 square feet and 99 feet of lot width.~~
 - ~~5. The minimum lot area and width requirements shall apply to the conversion of existing single-family dwellings to duplexes, multi-family or non-residential use.~~
- a) Minimum lot area 6,600 square feet.**
- b) Minimum lot width 66 feet.**

Section 90-452 Permitted Uses

Land and structures in the A-O district may be used for the following purposes only:

- a) Single-family detached dwellings.
- b) Multiple-family dwellings with no more than eight units per building **and a maximum density of 14 units per acre.**
- c) Two-family dwelling units.

- d) Child and adult day care homes with no more than six minor children or adults.
- e) Offices permitted by section 90-477 and other uses.
- f) Housing for the elderly, retired or those requiring assisted care, including nursing homes, subject to the standards of section 90-1080.
- g) Home occupations as regulated by section 90-775.
- h) Private communication antennas not exceeding 35 feet in height as regulated by section 90-833.
- i) Accessory uses, buildings, and structures customarily incidental to any of the above uses as regulated by article IX, division 3 of this chapter.
- j) Essential public service equipment.
- k) Public schools per section 90-810.

Section 90-453 Special Uses

The following uses may be permitted as special land uses in the A-O district subject to the applicable general and specific requirements and standards of article XIII of this chapter:

- a) Multiple-family dwellings with no more than 24 units per building **and a maximum density of 14 units per acre.**
- b) Churches, synagogues or other similar places of worship and customary related uses.
- c) Public and institutional uses and hospitals.
- d) Private schools.
- e) Antennas and towers exceeding a height of 35 feet.
- f) Noncommercial parks, playgrounds, and playfields.
- g) Essential public service buildings and structures.
- h) Child and adult day care homes with more than six but not more than 12 minor children or adults.
- i) Child day care centers.
- j) Bed and breakfast establishments.
- k) Residential substance abuse treatment facility as licensed under Act No. 368 of the Public Acts of Michigan of 1978 (MCL 333.6233 et seq.) provided such facility is at least 800 feet from a similar facility or a licensed child day care home or center.
- l) Gathering halls, lodges, or clubs of fraternal organizations.
- m) Accessory buildings which are more than one story in height, and which are similar in architectural style to the principal building on the property per the requirements of section 90-1090 herein, except that such buildings shall still comply with the building size requirements of subsection 90-831(d). Other regulations of section 90-1090 shall supersede all conflicting regulations of section 90-831.
- n) Transitional or Emergency Housing.

Section 90-454 District Regulations

Buildings and structures shall not be erected or enlarged in the A-O district unless the following requirements are met and maintained:

- 1. ~~Minimum lot area and width shall be, for:~~
 - 1. ~~Residential uses, as required by subsection 90-394(a).~~
 - 2. ~~Office and nonresidential uses, as required by subsection 90-464(a).~~

- a) **Minimum lot area 6,600 square feet.**
- b) **Minimum lot width 66 feet.**

SECTION II.

If any article, section, subsection, sentence, clause, phrase, or portion of this ordinance is, for any reason, held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct, and independent provision, and such holding shall not affect the validity of the remaining portions of this ordinance.

SECTION III.

This ordinance shall become effective upon its adoption and publication as provided by City Charter.

Moved by , with support by , that **Ordinance No. 606** be adopted as read.

YEAS:
NAYS:
ABSENT:

Adoption Date:
Effective Date:
First Reading:
Second Reading:

CITY OF HASTINGS

By: Jane M. Saurman
Hastings City Clerk

CERTIFICATE

The undersigned, being the duly qualified and acting Clerk of the City of Hastings, Michigan, does hereby certify that the foregoing is a true and complete copy of an Ordinance adopted by the City Council of the City of Hastings, at a regular meeting of the City Council on the day of 2022, at which meeting a quorum was present and remained throughout, and that the original of said Ordinance is on file in the records of the City of Hastings. I further certify that the meeting was conducted and public notice was given pursuant to and in compliance with Act No. 267, Public Acts of Michigan of 1976, as amended, and that minutes were kept and will be or have been made available as required thereby.

Dated:

Jane M. Saurman
City Clerk

City of Hastings
Planning Commission
Work Tasks for 2022
STATUS REPORT FOR AUGUST 2022

1. Continue to work with Hastings Charter Township, Rutland Charter Township and others in regional growth planning and management efforts.
2. Review the Court Street PUD using hypothetical build out scenarios.
3. Consider actions strategies as identified in the Master Plan to accomplish specific desired outcomes within commercial and residential zoning districts.

- Provide for a wide variety of housing types, sizes, and densities.
- Maintain existing housing stock and infrastructure.
- Encourage residential development within areas targeted for growth and investment.
- Provide for land use options/incentives designed to encourage reuse of vacant buildings and infill development.

4. Consider zoning amendments related to the M-37 Access Management Plan.
5. Monitor plan to construct sidewalks and trail system throughout the City of Hastings.

- Ongoing. City seeking funding where available.
6. Consider changes to the infrastructure requirements to accommodate denser or more traditional residential development.
7. Consider development of “Complete Streets” ordinance or policy.
8. Consider the following principles to align with Blue Zones Activate Program:

- Offer incentives or expedited approvals for the following Blue Zone principles:
 - Locate new development adjacent to existing infrastructure
 - Create a mixed-use community
 - Build pedestrian amenities (sidewalks, lights, benches, etc) on both side of the streets
 - Provide public facilities for physical activity such as shared-use paths or trails
 - Create bike lanes and bike parking
 - Create opportunities for resident interaction
 - Create mid-block cross walks for traffic calming

9. Review Sec. 90-973 Signs in the B-1, B-2, B-3, B-4, and B-6 districts (as related to portable sidewalk ground signs).
10. Consider development of a Planned Residential District zoning classification to allow for higher density housing through smaller lot sizes and smaller dwelling square footage requirements.
11. Consider two family dwellings as a permitted use in the R-2 Residential Zoning District.
12. Continue path to Redevelopment Ready Communities (RRC) certification by reviewing zoning related codes and procedures.
13. Review Section 90-929 Supplemental Parking Requirement in Residential Zones and other pertinent sections relating to the parking of semi-tractors, semi-trailers, and vehicles with two or more rear axles.
14. Review By-Laws and Rules of Procedure.
15. Consider Mobile Food Vehicles ordinance for the regulation of food trucks.
16. Review and consider adding text regarding green infrastructure components.
17. Review subdivision text regarding street width.

Site Plan Tracker

Project Name and Address	App and fees paid	Site plan and prints to staff	PC Agenda Date	PC Decision	Conditions for completion	COI
Ravenna Holdings, LLC 607 E. Woodlawn Ave.	12.20.18	12.20.18	2.4.19	Approved	Max 35 ft. building height Extension of sidewalk Front yard and parking lot landscape Building permit issued 1.29.21	
Meadowstone Mobile Home Park 1812 Lavender Drive	1.14.20	1.14.20	2.3.20	Approved	PED X Insulation from roadway Natural feature buffer	
EWB Properties, LLC 400 and 410 W. State Street	2.7.20	2.7.20	3.2.20	Approved	Stormwater runoff compliance	
Thornapple Credit Union 202 E. Woodlawn Ave.	5.28.21	5.28.21	9.7.21	Approved	Sidewalk installation	
Hastings Pro Auto Service 229 N. Broadway	10.25.21	10.25.21	3.7.22	Approved	Dumpster enclosure Sidewalk installation Fire Dept. review of traffic circulation	
Meadowstone Mobile Home Park 1812 Lavender Drive	1.13.22	1.13.22	5.2.22	Approved	Refuse disposal enclosure Landscaping Driveway width Elevations to be reviewed for façade Sidewalk installation prior to COI	
EWB 400 W. State Street	7.14.21	7.14.21	6.6.22	Approved	Monument sign on State - Removal Illumination must meet standards	

**CITY OF HASTINGS
PLANNING COMMISSION BY- LAWS
AND RULES OF PROCEDURE**

ADOPTED JANUARY 6, 2020

1. AUTHORITY OF COMMISSION AND MEMBERSHIP

1.1 These rules of procedures are adopted by the City of Hastings Planning Commission (hereinafter referred to as the Commission) pursuant to Public Act 33 of 2008 the Michigan Planning Enabling Act, as amended, and Public Act 267 of 1976, as amended, the Open Meetings Act.

1.2 Membership.

A. The Planning Commission shall consist of nine members as appointed by the Mayor subject to the approval of the City Council. No more than two of the members can be members of the City Council. The membership shall be generally representative of important segments of the community such as industry, retail, finance, education, recreation, healthcare, government and public service.

B. The membership shall also be representative of the entire geography of the City of Hastings to the extent practicable.

C. Members of the Planning Commission shall be qualified electors of the City of Hastings except that one member may not be a qualified elector but may be an individual who operates a business in the City, whose place of employment is in the City, who owns property in the City or is representative of an important segment in the City as noted in Section 1.2 A above.

2. OFFICERS

2.1 Selection. At the January meeting, the Commission shall select from its membership a Chairperson, Vice-chairperson and Secretary who shall serve for a twelve-month period and who shall be eligible for re-election. A member of the planning commission who is also a member of the City Council shall not serve as the Chairperson of the Planning Commission

2.2 Tenure. The officers shall take office immediately following their election. They shall hold their office for a term of one year, or until their successors are elected and assume office.

2.3 Duties.

A. The Chairperson

1. The Chairperson shall be the chief executive of the Commission and shall preside at all meetings of the Commission.
2. The Chairperson shall appoint all committees or advisory committees established and provided by the Commission.
3. The Chairperson shall sign all contracts or legal documents authorized by the Commission.

B. The Vice-Chairperson

1. In the event of the absence of the Chairperson or his or her inability to discharge the duties of his or her office, such duties shall, for the time being, be performed by the Vice-Chairperson.
2. In the event that the office of Chairperson becomes vacant, the Vice-Chairperson shall serve as Chairperson until a new Chairperson is elected.

C. The Secretary

1. The Secretary shall keep minutes of all meetings of the Commission and sign the adopted version of the minutes.
2. The Secretary shall be responsible for all correspondence and notices pertaining to meetings and official acts of the Commission.

3. MEETINGS

3.1 Meeting Notices. All meetings shall be posted at Hastings City Hall according to the Open Meetings Act. The notice shall include the date and time of the meeting.

3.2 Regular Meetings. Regular meetings of the Commission shall be held monthly in the Hastings City Hall on the first Monday of each month at 7:00 p.m. The dates and times shall be posted at the Hastings City Hall in accordance with the Open Meetings Act. Any changes in the date or time of the regular meetings shall be posted and noticed in the same manner as originally established. When a regular meeting date falls on or near a legal holiday, the Commission shall select suitable alternate dates in the same month, in accordance with the Open Meetings Act.

3.3 Special Meetings. A special meeting may be called by two members of the Commission upon written request to the Secretary or a special meeting may be called by the Chairperson. The business which the Commission may perform shall be

conducted at a public meeting of the Commission held in compliance with the Open Meetings Act. Public Notice of the time, date, and place of the special meeting shall be given in a manner as required by the Open Meetings Act, and the Municipal Planning Act if applicable and the Secretary shall send written notice of a special meeting to Commission members not less than 48 hours in advance of the meeting.

3.4 Quorum. Five members of the Commission shall constitute a quorum. In order for the Commission to conduct business or take any official action, a quorum shall be present. When a quorum is not present, no official action, except for closing of the meeting may take place. The members of the Commission may discuss matters of interest but can take no action until the next regular or special meeting. All public hearings without a quorum shall be scheduled for the next regular or special meeting and no additional public notice is required provided the date, time, and place is announced at the meeting.

3.5 Hearings. Hearings shall be scheduled, and due notice given in accordance with the provisions of the acts and ordinance cited in Section 1.

Public hearings and the dates thereof shall be set by a vote of the Commission, except that in case of an emergency (as determined by the Chairperson) the Chairperson may schedule a public hearing for the next available regularly scheduled Commission meeting, or for a special meeting subject to due notice procedures.

Public hearings conducted by the Commission shall be run in an orderly and timely fashion. This shall be accomplished by the following procedure:

A. The Chairperson shall open the hearing indicating the basic nature of the request, citing public notice in official newspaper, and notification of neighboring properties (if applicable).

B. The Chairperson shall announce the order of hearing which is as follows:

- (1) Explanation of request by the applicant.
- (2) Review by planner/professionals.
- (3) Comments and explanations by applicant.
- (4) Questions by Commission.
- (5) Responses by professionals and/or applicant.
- (6) Opening of hearing for public comments.
- (7) Close hearing to public comments.
- (8) Response by professional and/or applicant
- (9) Consideration of action by Commission.

3.6 Motions. Motions shall be restated by the Chairperson before a vote is taken. The name of the maker and supporters of the motions shall be recorded.

3.7 Voting. An affirmative vote of the majority of the total membership (which is five members) of the Commission shall be required for the approval of any requested action or motion placed before the Commission. Voting shall ordinarily be voice vote; provided however that a roll call vote shall be required if requested by any Commission member or directed by the Chairperson.

All members of the Commission including the Chairperson, shall vote on all matters, but the Chairperson shall vote last. Any member may be excused from voting but only if that person has a bonafide conflict of interest as set forth in Section 8 herein.

3.8 Order of Business. A written agenda for all regular meetings shall be prepared as follows. The order of business shall be:

- (1) Call to order/Roll Call
- (2) Pledge of Allegiance
- (3) Approval of Agenda
- (4) Approval of Minutes
- (5) Information Items
- (6) Public Hearings (Public Comment Limited to Three Minutes)
- (7) Old Business
- (8) New Business
- (9) Public Comments and Communications Concerning Items not on the Agenda (Limited to Three Minutes)
- (10) Commissioner Comments
- (11) Adjournment

3.9 Rules of Order. All meetings of the Commission and its Sub-Committees shall be conducted in accordance with generally accepted parliamentary procedure, as governed by "Robert's Rules of Orders".

3.10 Notice of Decision. A written notice containing the decision of the Commission will be sent to petitioners and originators of a request.

4. MINUTES

4.1 Commission minutes shall be prepared under the supervision of the Secretary of the Commission. The minutes shall contain a brief synopsis of the meeting, including a complete restatement of all motions and recording of votes; complete statement of the conditions or recommendations made on any action; and recording of attendance. All communications, actions, and resolutions shall be attached to the minutes. The official records shall be deposited with and kept by the City Clerk.

5. OPEN MEETINGS AND FREEDOM OF INFORMATION PROVISIONS

5.1 All meetings of the Commission shall be opened to the public and held in a place available to the general public.

5.2 All deliberations and decisions of the Commission shall be made at a meeting open to the public.

5.3 A person shall be permitted to address a hearing of the Commission under the rules established in Subsection 3.5, and to address the Commission concerning non-hearing matters under the rules established in Section 3.8 to the extent that they are applicable.

5.4 A person shall not be excluded from a meeting of the Commission except for breach of the peace, committed at the meeting.

5.5 All records, files, publications, correspondence, and other materials are available to the public for reading, copying, and other purposes are governed by the Freedom of Information Act.

6. ANNUAL REPORT, WORK PROGRAM and CAPITAL IMPROVEMENTS PROGRAM

6.1 *Annual Report.* The Commission shall, before the 31st of January of each year, submit to the City Council, a written report of its activities covering the previous year, indicating the status of planning activities including recommendations regarding actions by the City Council related to planning and zoning.

6.2 *Annual Work Program.* The Planning Commission will prepare and update monthly a Program of Work detailing the tasks to be undertaken by the Commission as time and resources permit.

6.3 *Annual Capital Improvements Program.* The Planning Commission, assisted by City Staff, shall prepare an annual Capital Improvements Program (CIP) as part of the City budget process. The CIP shall show those public structures and improvements in their general order of priority that in the judgment of the Commission will be needed or desirable and can be undertaken within the ensuing six-year period. The CIP shall be forwarded as a recommendation to the City Council.

7. AMENDMENTS

These rules may be amended by the Commission by a concurring vote pursuant to Subsection 3.7, during any regular meeting, provided that all members have received an advance copy of the proposed amendments at least three days prior to the meeting at which such amendments are to be considered.

8. CONFLICT OF INTEREST

A Planning Commissioner shall vote on all matters unless there is a legitimate conflict of interest. Commissioners shall be guided by the following in determining if a legitimate conflict of interest exists:

- A. Planning Commission members may declare a conflict of interest and *should* abstain from participating in a hearing or deliberations of a request when:
1. A relative or other family member has a business or financial interest in any request for which the planning commission is asked to make a decision;
 2. The planning commission member has business or financial interest in the property involved in the request or has a business or financial interest in the applicant's company, agency, or association, or is an employer, employee, or business partner of the applicant or;
 3. There is a reasonable appearance of a conflict of interest, as determined by the planning commission member declaring such conflict.
 4. The planning commission member "represents" the applicant or other party favoring or opposing the request.
- B. The planning commission member declaring a conflict of interest should state the nature of the conflict and whether they believe they can impartially consider the request before the commission. They should individually decide to abstain from any discussion or votes relative to the matter that is the subject of the conflict.

The member declaring a conflict however may ask the other planning commission members to decide if they should abstain, although this is not required. If this is requested, the remaining planning commission members shall vote on the abstention, and the results of the vote shall determine the participation of the member declaring a conflict.

- C. The member declaring a conflict should excuse him or herself from the commission table during deliberations and voting. He or she may, but need not, leave the room in which the meeting is taking place.

THESE BY-LAWS AND RULES OF PROCEDURES ARE ADOPTED THIS SIXTH DAY OF JANUARY 2020.

CITY OF HASTINGS PLANNING COMMISSION