

**Planning Commission Meeting Minutes**  
**Hillsdale City Hall**  
**Council Chambers**  
**September 15, 2021**  
**5:30 pm**

**Call to Order**

Meeting opened at 5:30 pm by Chairman Moore with Pledge of Allegiance, followed by roll call by Alan Beeker.

**Members Present**

Members Present: Chairman Moore, Vice Chairmen Scholl, Commissioner Morrisey, Commissioner Laycock, Commissioner Parker.

Members Absent: Commissioners Swan and McConnell.

Public Present: Alan Beeker, Tom Garrett, Jack McLain.

**Consent Agenda and Minutes**

Commissioner Morrisey moved to approve consent agenda as submitted and Commissioner Laycock seconded. Motion passed.

**Public Comment**

Jack McLain asked about the need for Planning Commission approval for the new sidewalk along Barber Dr. He also asked about the boundaries of the map for the B-2 zoning district. He did not think that there was space in the downtown for a Bed and Breakfast even though they are a permitted use.

**Site Plan Review**

190 Uran St.

Dupont is proposing a warehouse addition to the south end of Building 186. The owner submitted drawings on August 18, 2021. Mr. Beeker sent a list of items missing from the site plans. The Civil Engineer did not return revised plans until September 14, 2021.

Vice Chairmen Scholl was surprised at the amount of existing impervious surface and asked if the existing retention capacity will support the increase from the addition.

Mr. Garrett from O'Harrow Construction stated that it would.

Mr. Beeker stated that the City Department Heads had not met to discuss the newest set of plans and asked that the Planning Commission approve it contingent on City Staff review and approval.

Commissioner Kerry stressed that it would have to pass City Staff review or be returned to the Planning Commission.

Commissioner Morrisey moved to approve contingent on City Staff approval, Vice Chair Scholl seconded. Motion passed unanimously.

**Old Business**

## PC Bylaws.

In reviewing the current bylaws, Commissioner Kerry noted that some things were not being followed and that there were some areas that could be better defined. He asked that the most recent revision date be added to the footer.

According to the bylaws, all members should submit make a report of the site visits at the meeting.

The ZA should accompany all members to a site visit. It was suggested that the bylaws should be amended to state that the ZA may accompany PC members on site visits upon request.

Another item needing clarification is double voting. Mr. Beeker was asked to contact the City Attorney re: double voting and clarification.

There are two things that need clarification in the COI section

1. Direct and Indirect Interest – MML document discusses direct and indirect interest. New definition should be made for commercial and financial interest.
2. Enforcement also needs to be better defined – Grand Rapids documents has a concise method of enforcement.
3. Chair’s responsibility to report to Council if a member is in violation of absence and malfeasance.

Include MML’s Ex Parte definition.

## **New Business**

Ordinance Review – B-2 Downtown Zoning District

Mr. Beeker reviewed the revisions to the 2017 FBC Ordinance and his reasoning behind it.

There was some discussion about allowing residential on the ground floor, alley side of downtown core properties.

Commissioner Morrissey moved to send the revised ordinance to the City Attorney for review, Chair Moore seconded, motion passed.

## **Zoning Administrator Report**

Mr. Beeker gave updates to several ongoing construction projects around the City.

## **Commissioner’s Comments**

Chairman Parker asked about the Mid-town building.

## **Adjournment**

Motion to adjourn at 6:53 pm by Commissioner Morrissey, seconded by Commissioner Moore, motion passed unanimously.

**Next meeting: October 20, 2021 at 5:30 pm.**