

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

I. Call to Order

Meeting opened at 5:31 pm followed by the Pledge of Allegiance, and Roll Call.

II. Members Present

- A. Members Present: Chairman Eric Moore, Vice Chairman Ron Scholl, Commissioner Jacob Parker, Commissioner Kerry Laycock, Commissioner William Morrissey.
- B. Members Absent: Secretary Penny Swan, Commissioner Elias McConnell
- C. Public Present: Zoning Administrator Alan Beeker, Matt Taylor, Pat McAvoy, Rick Jenkins, Andrew Rossell, Jack McLain.

III. Consent Agenda and Minutes

Chair Moore moved to amend the agenda to reorder the list of site plans to be reviewed and to remove the 120 Mechanic St. site plan from the list. Commissioner seconded. Motion to approve the Consent items as amended, Communications, and Minutes from November 17, 2021 meeting made by Chair Moore, seconded by Commissioner Morrissey, motion approved unanimously.

IV. Public Comment

Jack McLain had questions re: TIFA funds.

V. Site Plan Review

A. 3007 W. Carleton.

- a. Mr. Beeker gave a brief description of the project. The proposed project is to build a new structure behind the existing Taco Bell restaurant. The City Department Heads reviewed the project and have no issues but MDOT will not allow the proposed drive approach off of Carleton Rd. (M-99) as the drive flares will extend beyond the property lines.
- b. Commissioner Laycock asked if there had been any discussion with MDOT to resolve the issue
- c. Mr. Taylor, who is the design engineer, indicated that he had been unable to have any discussions as of yet. There is a very tight timeline for the project and he asked if the Commission would approve it contingent on receiving written approval from MDOT prior to any permits being issued.
- d. The Commission volunteered to hold a special meeting prior to the scheduled January meeting if the owner and MDOT could resolve the drive approach issue.

- e. Commissioner Laycock moved to table the review until the owner was able to resolve the drive issue. Commissioner Morrisey seconded. Motion to table passed unanimously.

B. 240 S. Broad.

- a. Mr. Beeker gave a brief description of the project. The project was reviewed by the City Department Heads and there were no issues. The owner has worked with MDOT throughout the design process and has preliminary approval from MDOT.
- b. Commissioner Laycock asked for clarification regarding the reduction of the four existing drive approaches down to two new drive approaches.
- c. Commissioner Laycock moved to approve, Commissioner Morrisey seconded, motion passed unanimously.

C. 120 Waterworks Dr.

- a. Mr. Beeker gave a brief description of the project. The project was reviewed by the City Department Heads. DPS asked that the drive approach be built as an MDOT “M” style. The City Engineer suggested removing the proposed detention pond and increasing the plantings along the south side of the property and allowing the site to drain naturally.
- b. Mr. Jenkins, who is the design engineer, made the requested revisions and submitted a final set of documents.
- c. Commissioner Parker moved to approve the final submitted site plan, Commissioner Morrisey seconded, motion passed unanimously.

VI. Old Business

By-Laws Adoption

Mr. Beeker submitted the by-laws with the revisions from the November meeting. There was some discussion regarding formatting.

Commissioner Laycock moved to adopt the November 17, 2021 revision of the by-laws. Commissioner Morrisey seconded, motion passed.

VII. New Business

A. 2022 Planning Commission Goals

- a. Mr. Beeker told the Commission that Commissioner Morrisey had submitted his goals too late to be included in the list in the packet.
- b. The Commission discussed the list along with that submitted by Commissioner Morrisey. It was decided that Mr. Beeker would combine the lists and would give to Chairman Moore to present to Council at one of the January 2022 Council meetings.
- c. Chairman Moore moved to approve, Vice Chairman Scholl seconded, motion passed unanimously.

B. Officer Elections

- a. Secretary Swan expressed by email that she did not wish to be re-elected as Secretary.
- b. Commissioner Parker volunteered to take the position.

- c. Commissioner Morrisey suggested that the Chair and Vice Chair positions be the same.
- d. Commissioner Morrisey moved to nominate:
 - i. Chairman – Eric Moore
 - ii. Vice Chairman – Ron Scholl
 - iii. Secretary – Jacob Parker
- e. Commissioner Laycock seconded, motion passed unanimously.

VIII. Zoning Administrator Report

No report

IX. Commissioner's Comments

No comments

X. Public Comment

Jack McLain asked why the Planning Commission seemed to focus more planning attention on the Downtown and the College area.

XI. Adjournment

- XII.** Commissioner Morrisey moved adjourn the meeting, Commissioner Parker seconded. Motion passed unanimously. Meeting adjourned at 6:50 pm.

XIII. Next meeting: January 19, 2022 at 5:30 pm.