



Planning Commission
97 North Broad Street
Hillsdale, Michigan 49242-1695
(517) 437-6440 Fax: (517) 437-6450

Planning Commission Agenda
June 30, 2021

- I. Call to Order 5:30 pm**
 - A. Pledge of Allegiance
 - B. Roll Call

- II. Public Comment**
 - Any Commission related item – 3 min. limit

- III. Consent Items/Communications**
 - A. Approval of agenda – **Action**
 - B. Approval of Planning Commission 6-16-2021 minutes – **Action**

- IV. Site Plan Review**
 - A. Lochaven Trail Connection – **Action**

- V. Old Business**
 - A. Master Plan Public Hearing – **Action**

- VI. New Business**
 - A. No New Business

- VII. Zoning Administrator Report**

- VIII. Commissioners' Comments**

- IX. Adjournment**

Next meeting Wednesday, July 21, 2021 at 5:30 pm

Planning Commission Meeting Minutes
Hillsdale City Hall
Council Chambers
June 16, 2021
5:30 pm

Call to Order

Call to Order at 5:32 pm by Chairman Moore followed by the Pledge of Allegiance, and RollCall by Secretary Swan.

Members Present

Members Present: Chairman Eric Moore, Commissioner Will Morrissey, Commissioner Elias McConnell, Commissioner Jacob Parker, Commissioner Kerry Laycock, Secretary Penny Swan.

Members Absent: Vice Chairman Ron Scholl

Public Present: Lance Lashaway, Joel and Christine Shull, Candy and Phil Hoffman, Heather Tritchka, Richard Moore, John and Amy Waldvogel, Jake Hammel DPS Director, Chris Sumner, Matt Taylor, Sam Waldvogel, Jill Pastula, Jack McClain, Daren Spieth, Alan Beeker Zoning Administrator.

Public Comment

Jack McClain spoke about conflicting information on the application for 352 Hillsdale St, Jack also brought up some conflicting wording in the zoning.

Heather Tritchka spoke in support of the Lochaven Trail and also the application for the bed and breakfast at 352 Hillsdale St.

Chris Sumner spoke in support of the Lochaven Trail.

John Waldvogel spoke in support of the Lochaven Trail and also the bed and breakfast at 352 Hillsdale St.

Richard Moore spoke in support of the Lochaven Trail.

Sam Waldvogel spoke in support of the Lochaven trail and the bed and breakfast at 3:52 Hillsdale St.

Lance Lashaway spoke in support of the Lochaven Trail and the bed-and-breakfast at 352 Hillsdale St.

Phil Hoffman spoke in support of the Lochaven Trail.

Consent Agenda and Minutes

Motion to approve consent items/communication/minutes of 4-21-2012 and 5-19-2021 by Commissioner Morrissey, seconded by Commissioner Laycock. Motion passed unanimously.

Site Plan Review

Lochaven Trail Connection Site Plan Review

Alan Beeker filled the commission in on a staff meeting that took place related to the Lochaven trail connection.

Discussion about the Lochaven Trail, discussion whether a policy should be written up or discussed by the planning commission.

Motion to approve the Lochaven Trail connection to AASHTO standards by Secretary Swan seconded by Commissioner Parker. Commissioner Laycock has questions and concerns about motorized vehicles being able to get on the trail, discussion followed.

Roll Call Vote: Chairman Moore yes, Commissioner Morrisey no, Commissioner McConnell no, Commissioner Parker yes, Commissioner Laycock no, Secretary Swan yes. Motion failed.

Motion to have a special meeting after the City staff and Mr. Hoffman can meet to try and work through the connection issues made by Commissioner McConnell, Seconded by Commissioner Morrisey, Motion passed.

Special Meeting set for June 30 at 6 PM.

Old Business

No Old Business.

New Business

352 Hillsdale St. Bed and Breakfast – Motion for the special use permit made by Commissioner Laycock, seconded by Commissioner Morrisey. Rollcall vote by Secretary Swan, Chairman Moore yes, Commissioner Morrisey yes, Commissioner McConnell yes, Commissioner Parker yes, Commissioner Laycock yes, Secretary Swan yes. Motion passes unanimously.

Zoning Administrator Report

No report.

Commissioner's Comments

Commissioner Swan mentioned the July 4th Parade.

Adjournment

Motion to adjourn by Commissioner McConnell seconded by Commissioner Morrisey, motion passed unanimously. Meeting adjourned at 6:33 PM.

Minutes respectfully submitted by Secretary Swan.

Next meeting: June 30, 2021 at 5:30 pm.



TO: Planning Commission

FROM: Zoning Administrator

DATE: June 30, 2021

RE: Lochaven Walking Trail Connection

Background: At the end of the Site Plan Review at the regular June meeting, the Planning Commission asked staff to meet with the design engineer and the developer to resolve outstanding issues with the submitted site plan. The Planning Commission scheduled a special meeting for June 30, 2021. The Developer, Design Engineer and Staff met twice, June 23 and June 29. The submitted plans presented are the result of those meetings.

June 29, 2021

Below is a list of the items cited during the meeting to review the plans of the proposed walking trail connection in Waterworks Park.

Present: Kristin Bauer (City Engineer), Alan Beeker (Planning & Zoning), Jake Hammel (DPS), Matt Taylor (Design Engineer), Eric Hoffman (Developer), Will Morrisey (Mayor Pro-tem), David Mackie (City Manager).

City Engineer

- Reduce grades from 8.3% to 5% or less.
- Reduce corner radius to further slow bike traffic at trail intersection.
- Juniper plantings to edge of pavement.
- Move Oak trees to north to improve sight lines.

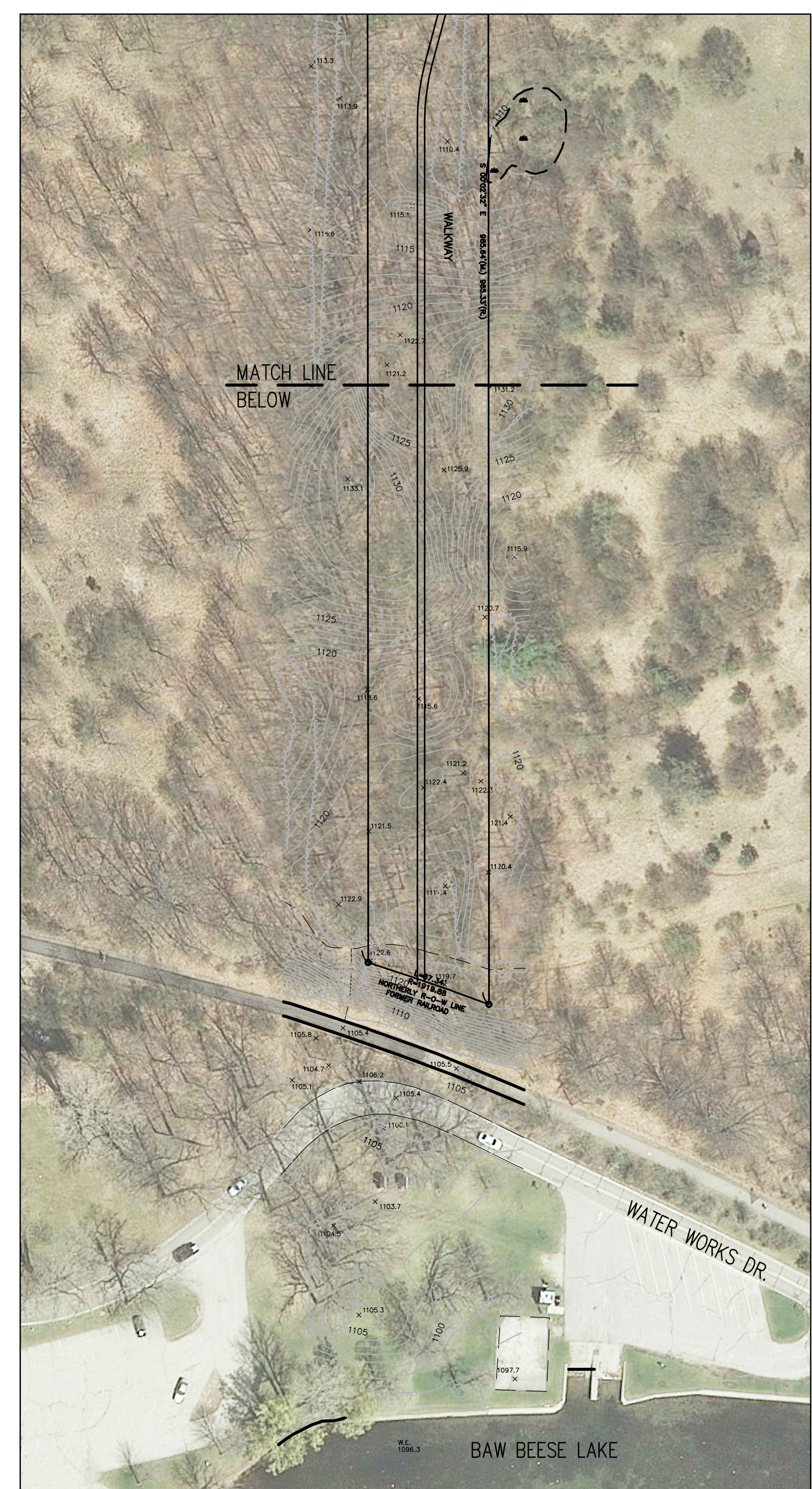
Public Services

- Add signage to warn of grade >5%.
- Add signage to ward of merging trails.
- Tree valuation must be done prior to construction.

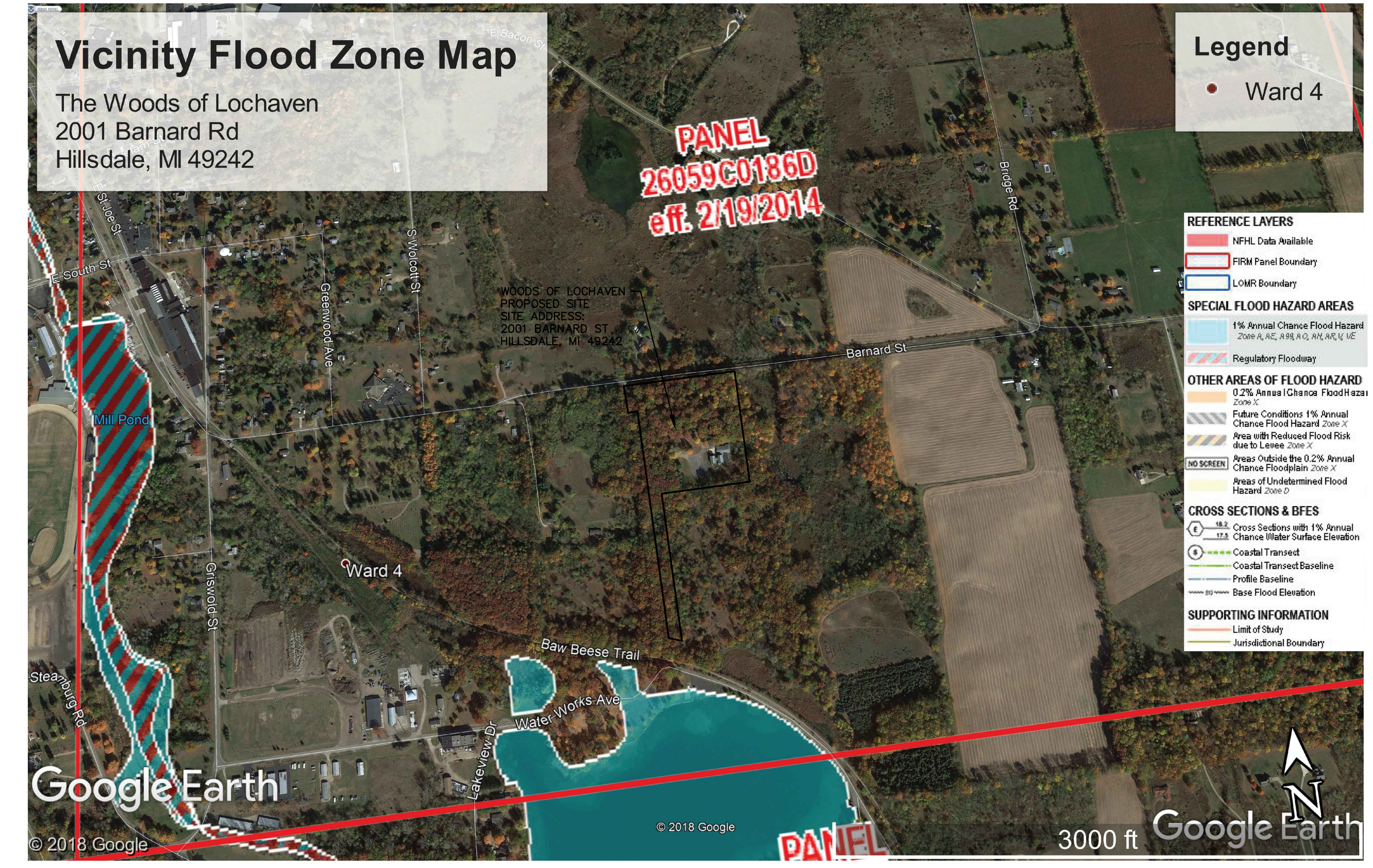
Final set of construction documents to be submitted prior to final review at the Special Planning Commission meeting. The Planning Commission will meet at a special meeting which will be held on June 30, 2021 at 6:00 pm. The location will be at City Hall, 97 N. Broad St. in the 3rd Floor Council Chambers.



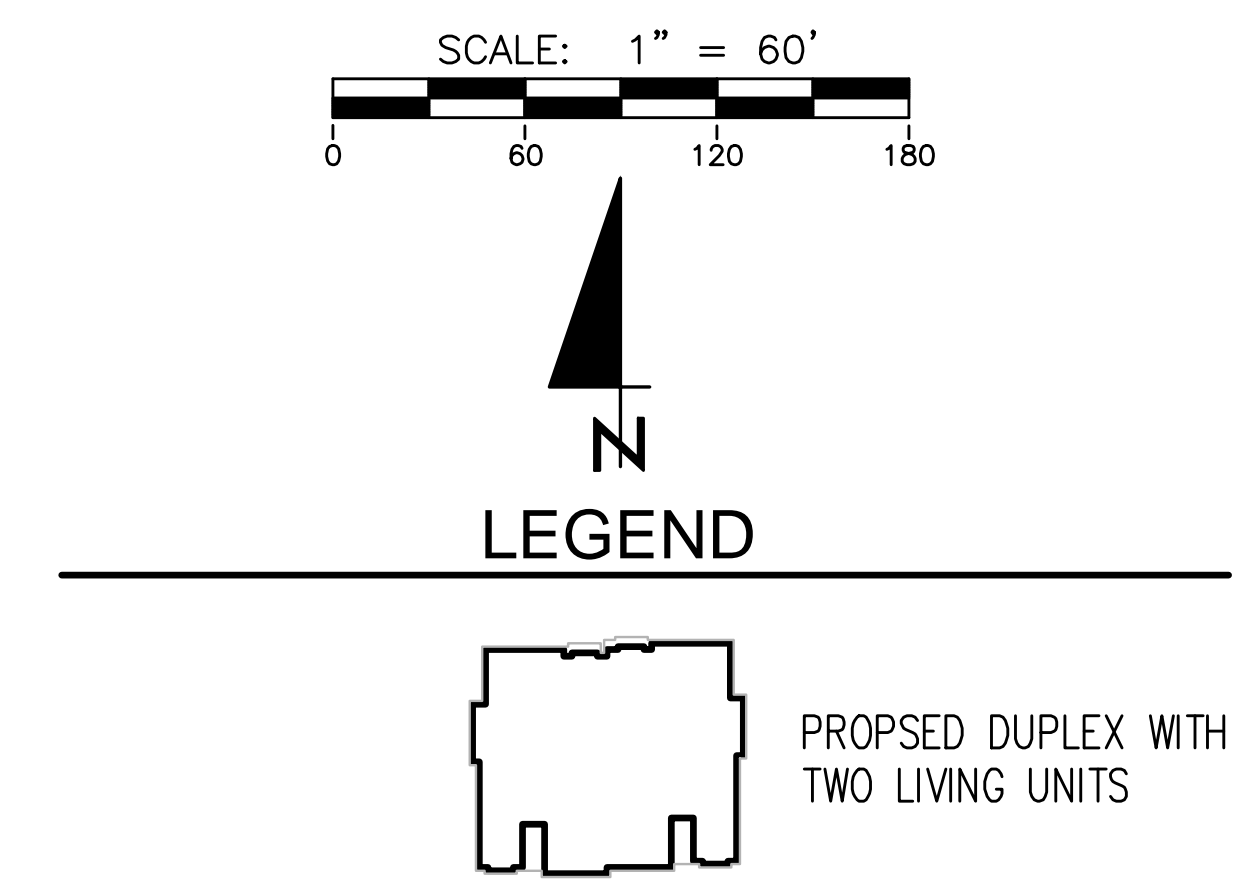
EXIST. CONDITION & PROPOSED LAYOUT PLAN
SCALE: 1" = 60'



EXIST. CONDITION & PROPOSED LAYOUT PLAN
SCALE: 1" = 60'



AREA FEMA FLOOD ZONE MAP
SCALE: 1" = 60'



GENERAL PROJECT INFORMATION

- EXISTING SITE ADDRESS: 2001 Barnard Rd Hillsdale, MI 49242
- PARCEL ID: 30 07 036 100 001 36 6 3
- OWNER: Wickettstick Holdings, LLC 2578 Lakeshore Dr Hillsdale, MI 49242
- HILLSDALE TOWNSHIP ZONING DISTRICT: Multiple Family Residential (MFR)
- LOT COVERAGE: ((13 each Buildings x 5536 sqft Building Footprint/Building) + 1 each Commons Building x 16324sqft/Commons Building)) / 557,651 sqft of Parcel Area = 13.2 % Lot Coverage
- OPEN SPACE: 417561 sqft Total Open Space area / 557651 sqft Total Parcel Area = 74.9 % Open Space
- PROPOSED DWELLING UNITS:
 - QTY = 13 each duplex residential buildings
 - Units per duplex = 2 each
 - Duplex building footprint = 2957 sqft
 - Bedrooms per unit = 3 each (6 each per duplex)
 - Basement = yes, partial
 - Crawlspace = yes, partial
 - Water supply =
- Well No. 1 - Type I well to serve twenty six (26) living units and one (1) commons building, contingent on well testing. Well is located south of the Commons Building. Well production is based on an average consumption rate of 70 gal/person/day x 1.5 person/bedroom x 3 bedroom/living unit x 26 living units = 8190 gal/day.
- Existing Type II well to be abandoned (Well ID: 3000002904)
- GEOTECHNICAL INFORMATION (Note: Soil Borings or test pits have not been performed. Information is based off from USDA/NRCS Soil Survey of Hillsdale County, MI)
 - Mapped Soil Name - Hillsdale - Riddies
 - Map Symbol - 10D2
 - Texture - Sandy-Loam
 - Assumed Percolation Rate = 31 to 45 Min/Inch
 - Assumed Soil Structure - Prismatic/Blocky
 - Assumed Grade - Moderate/Strong
 - Water Table Depth - Unknown at this time (To be determined)
- PRIVATE ROADWAY: Note that the existing and proposed roadways are to remain private and thus have not been designed to Hillsdale County Rd. Com. Standards.
- STORM WATER MANAGEMENT
 - Existing site surface runoff patterns are to remain post development
 - Due to existing granular soils and vegetative cover that is scheduled to remain no adverse increase in existing site storm water run-off rates are anticipated.

GENERAL NOTES

- PHASED CONSTRUCTION IS ANTICIPATED. PHASE I IS ESTIMATED TO INCLUDE EXTENSION OF EXISTING PRIVATE ROADWAY AND DUPLEX BUILDINGS 1-4 AND ASSOCIATED SERVICES.
- UNLESS OTHERWISE APPROVED IN WRITING BY OWNER, CONTRACTOR SHALL ENGAGE THE SERVICES OF A PROFESSIONAL LAND SURVEYOR TO PROVIDE CONSTRUCTION STAKING FOR UTILITIES, ROADWAY CENTERLINE AND BUILDING FOUNDATIONS.

MTEngineering, LLC
149 LEWIS STREET PH: 517 437-4283
PO BOX 232 FX: 517 437-4344
HILLSDALE, MI 49242

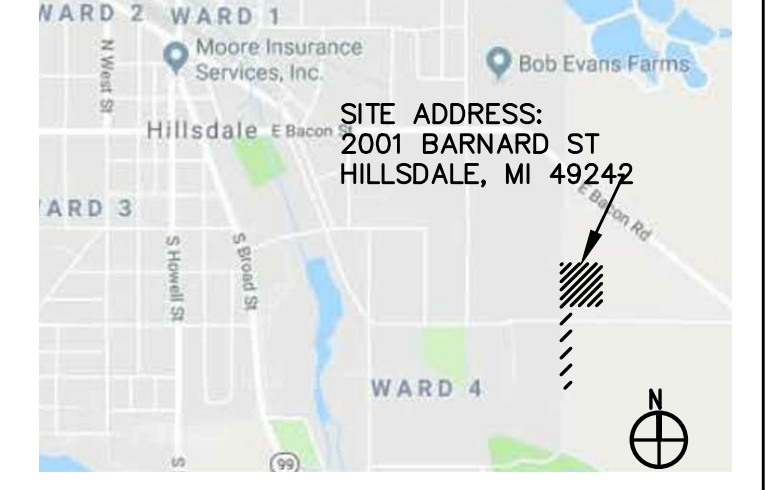
REGISTRATION SEAL

CONSULTANT:

PROJECT TITLE
THE WOODS OF LOHAVEN
Residential
Condominium
Development

Wickettstick Holdings, LLC
Hillsdale, MI 49242

DRAWING TITLE
EXISTING CONDITION &
PROPOSED LAYOUT PLAN

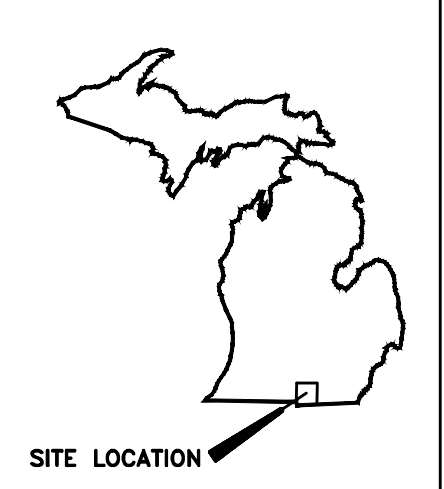


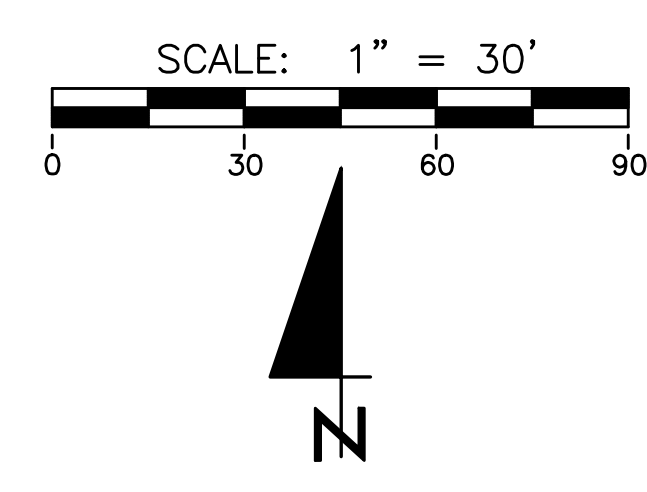
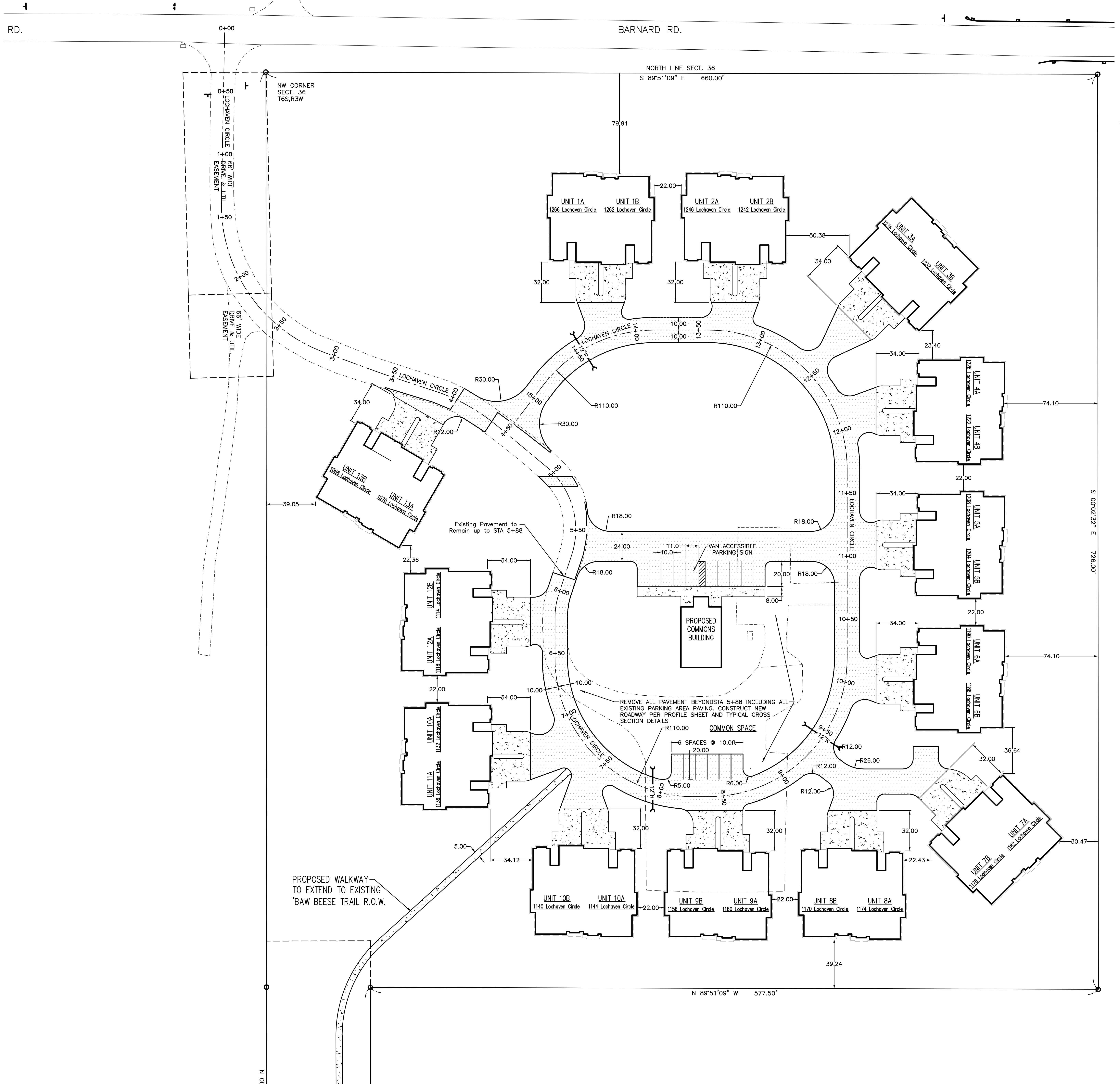
ISSUE DATES

DATE	ISSUED FOR:
10-23-19	Top Review Mtg Rev.
Top Step 1	08-30-19
Mod. Type I Well	08-08-19
Modified Layout	07-08-19
Modified Layout	07-03-19
Site Plan	06-12-19

DRAWN MWT
CHECKED ...
APPROVED ...

PROJECT NO.
01815
DRAWING NO.
3





LEGEND

- PROPOSED RESIDENTIAL DUPLEX BUILDING, TWO (2) LIVING UNITS PER DUPLEX BUILDING
- PROPOSED HOT MIX ASPHALT PAVING
- PROPOSED CONCRETE DRIVEWAY OR CONCRETE WALKWAY

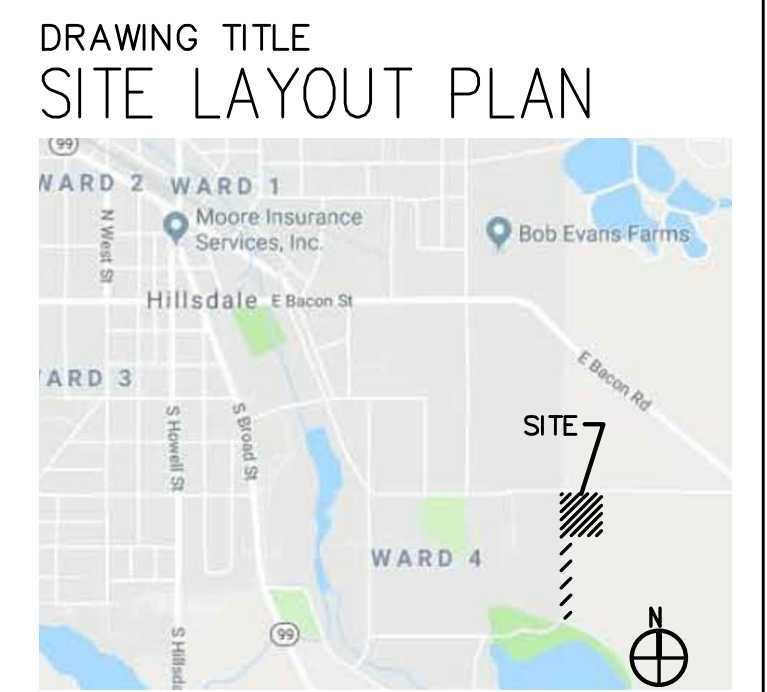
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MTEngineering, LLC
 149 LEWIS STREET PH: 517 437-4283
 PO BOX 232 HILLSDALE, MI 49242 FX: 517 437-4344

REGISTRATION SEAL

CONSULTANT:

PROJECT TITLE
WICKETTSTICK HOLDINGS, LLC
 Residential
 Condominium
 Development
 Wickettstick Holdings, LLC
 Hillsdale, MI 49242



ISSUE DATES

DATE	ISSUED FOR

DRAWN **MWT**

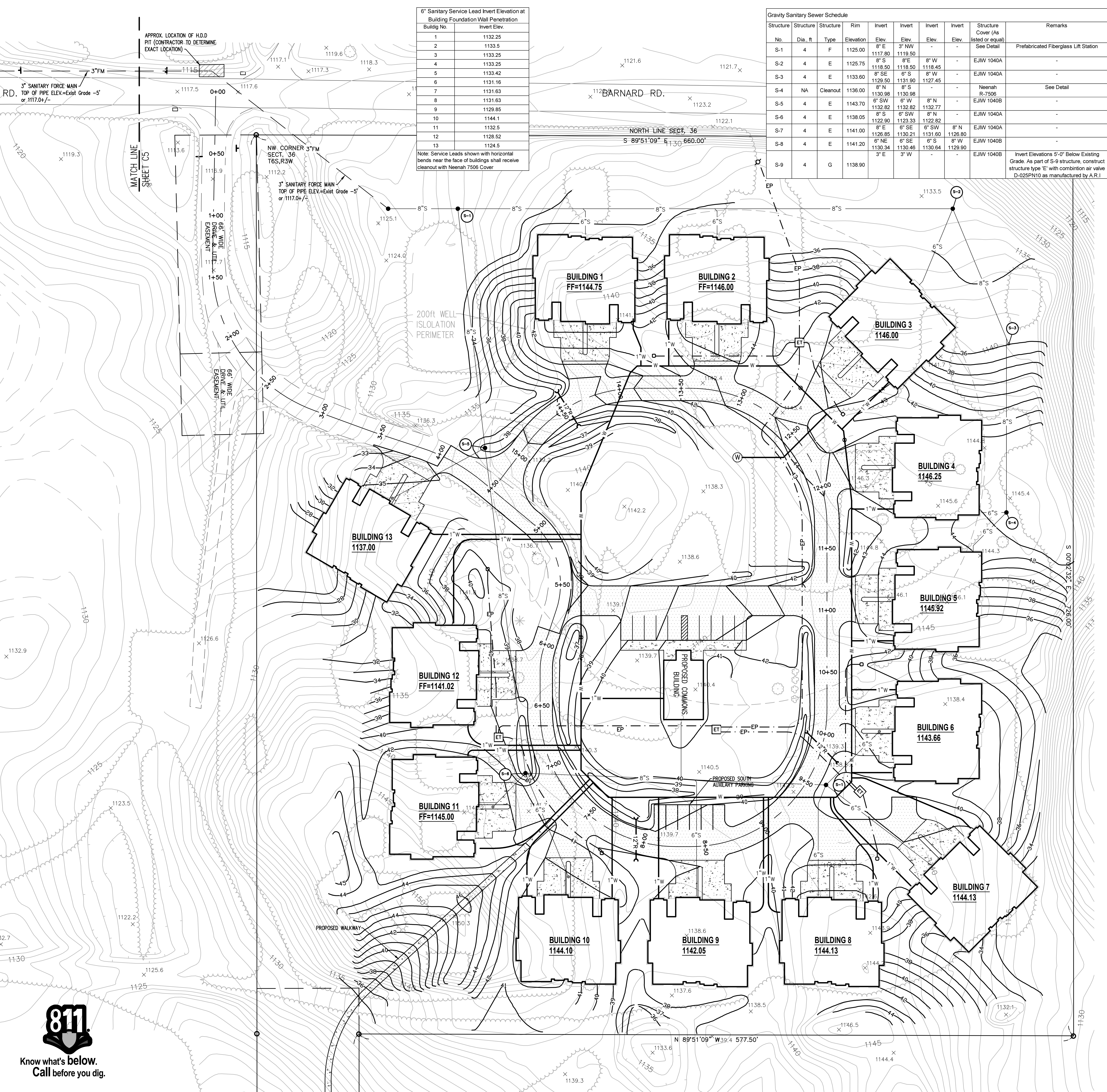
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APPROVED ...

PROJECT NO.

...

DRAWING NO.
4



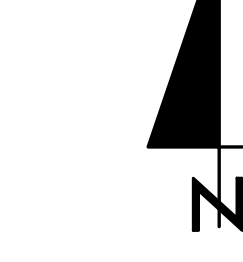
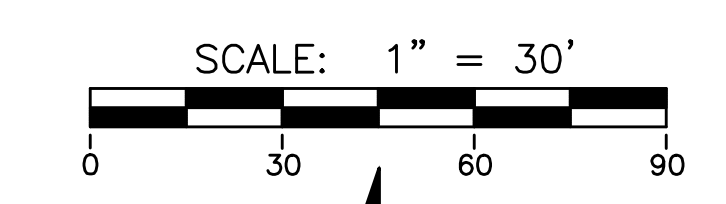
6" Sanitary Service Lead Invert Elevation at Building Foundation Wall Penetration

Buildg No.	Invert Elev.
1	1132.25
2	1133.5
3	1133.25
4	1133.25
5	1133.42
6	1131.16
7	1131.63
8	1131.63
9	1129.85
10	1144.1
11	1132.5
12	1128.52
13	1124.5

Note: Service Leads shown with horizontal bends near the face of buildings shall receive cleanout with Neenah 7506 Cover

Gravity Sanitary Sewer Schedule

Structure	Structure	Structure	Rim	Invert	Invert	Invert	Invert	Structure Cover (As listed or equal)	Remarks
S-1	4	F	1125.00	8" E	3" NW	-	-	See Detail	Prefabricated Fiberglass Lift Station
S-2	4	E	1125.75	8" S	8" E	8" W	-	EJW 1040A	-
S-3	4	E	1133.60	8" SE	8" S	8" W	-	EJW 1040A	-
S-4	NA	Clearout	1136.00	8" N	8" S	-	-	Neenah R-7506	See Detail
S-5	4	E	1143.70	8" SW	1132.82	8" N	-	EJW 1040B	-
S-6	4	E	1138.05	8" S	6" SW	8" N	-	EJW 1040A	-
S-7	4	E	1141.00	8" E	6" SE	6" SW	8" N	EJW 1040A	-
S-8	4	E	1141.20	8" NE	1130.21	8" W	-	EJW 1040B	-
S-9	4	G	1138.90	3" E	3" W	-	-	EJW 1040B	Invert Elevations 5'-0" Below Existing Grade. As part of S-9 structure, construct structure type 'E' with combination air valve D-025PN10 as manufactured by A.R.I.



LEGEND

- PROPOSED RESIDENTIAL DUPLEX BUILDING, TWO (2) LIVING UNITS PER DUPLEX BUILDING
- PROPOSED TYPE IIB WELL
- PROPOSED WATER MAIN VALVE
- PROPOSED WATER MAIN
- PROPOSED WATER SERVICE LEAD
- PROPOSED 1500 GAL SANITARY EFFLUENT PUMP TANK
- PROPOSED 2000 GAL SEPTIC TANK
- PROPOSED GRAVITY SANITARY SEWER
- PROPOSED CORRUGATED METAL CULVERT WITH FLARED END SECTION
- PROPOSED UNDERGROUND PRIMARY ELECTRIC
- PROPOSED UNDERGROUND ELECTRICAL SERVICE CONDUIT
- PROPOSED UNDERGROUND BRANCH CIRCUIT
- PROPOSED UNDERGROUND LOW VOLTAGE
- ELECTRICAL TRANSFORMER
- ELECTRICAL PEDESTAL
- PROPOSED HOT MIX ASPHALT PAVING
- PROPOSED CONCRETE DRIVEWAY OR CONCRETE WALKWAY

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 - Texture - Sandy-Loom
 - Assumed Percolation Rate = 31 to 45 Min/Inch
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MTEngineering, LLC
 149 LEWIS STREET PH: 517 437-4283
 PO BOX 232 HILLSDALE, MI 49242 FX: 517 437-4344

REGISTRATION SEAL

CONSULTANT:

PROJECT TITLE
THE WOODS OF LOHAVEN
 Residential
 Condominium
 Development

Wickettstick Holdings, LLC
 Hillsdale, MI 49242

DRAWING TITLE
UTILITY PLAN



ISSUE DATES

Prog. Contours	01-23-20
Tap, Step 1	08-30-19
Mod. Type I Well	08-08-19
Modified Layout	07-08-19
Modified Layout	07-03-19
Site Plan	06-12-19

DATE: ISSUED FOR:

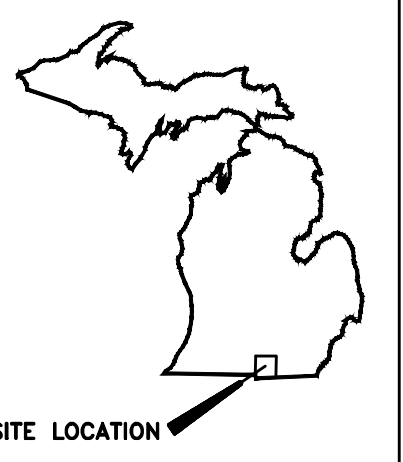
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APPROVED	---

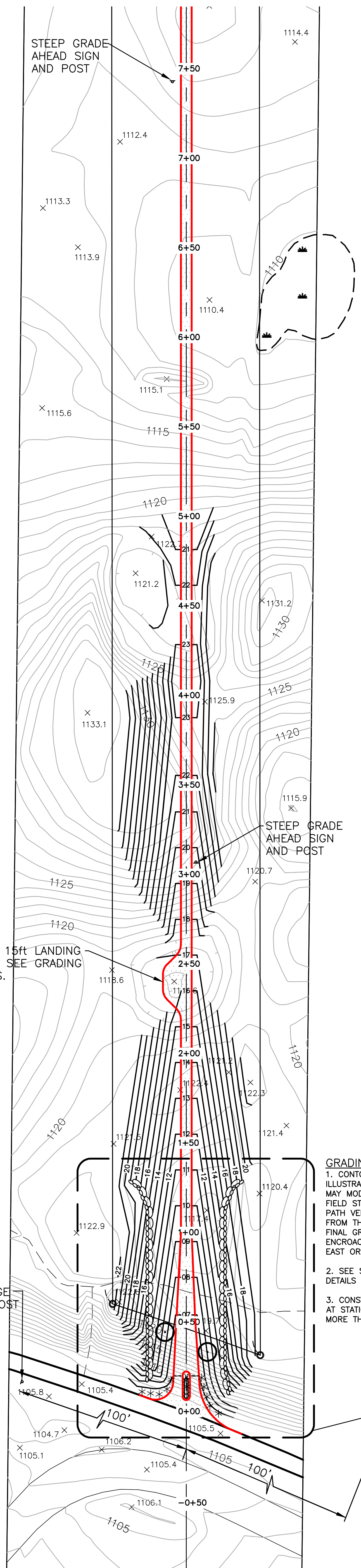
PROJECT NO.

01815

DRAWING NO.

5



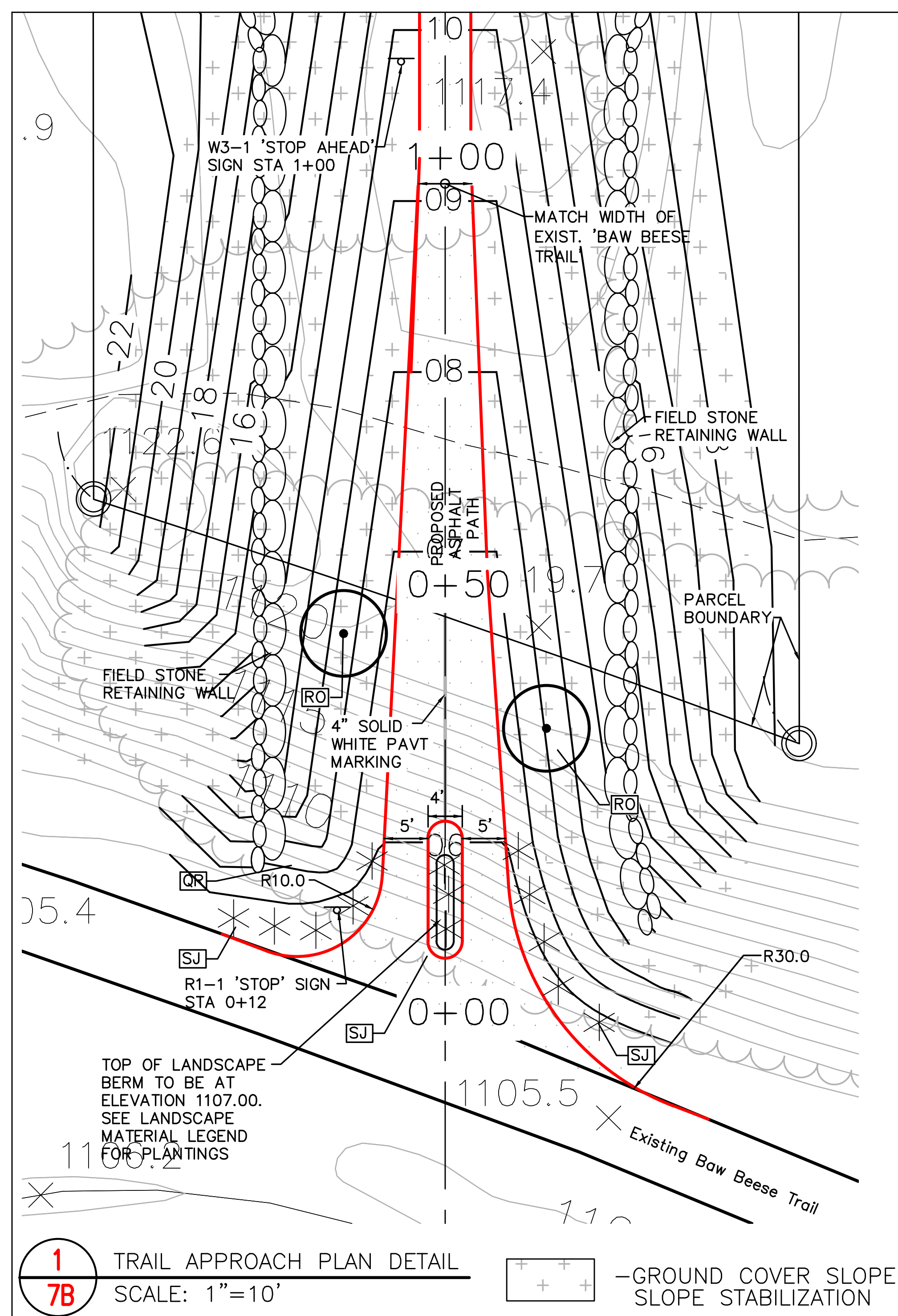


GRADING NOTES

1. CONTOURS AND RETAINING WALL LOCATIONS ILLUSTRATE THE FINISH GRADE INTENT. CONTRACTOR MAY MODIFY THE EXACT FINISH GRADE, EXTENT OF FIELD STONE WALLS AND WALL HEIGHTS. HOWEVER, PATH VERTICAL ALIGNMENT SHALL NOT BE MODIFIED FROM THAT SHOWN IN THE PROFILE THIS SHEET. FINAL GRADING AND EARTH DISTURBANCE SHALL NOT ENCROACH ONTO ADJACENT PROPERTIES TO THE EAST OR WEST.
2. SEE SHEET 7C FOR PATHWAY CROSS SECTION DETAILS AT STATIONS 0+46, 1+00 AND 1+50.
3. CONSTRUCT LANDING 15 ft x 8 ft LANDING AREA AT STATION 2+30. LANDING TO HAVE A SLOPE OF NO MORE THAN 2% IN ANY DIRECTION. SEE PLAN.

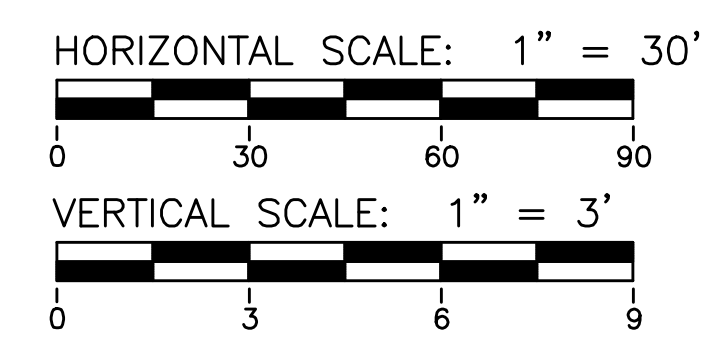
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7B

TRAILS MERGE SIGN AND POST



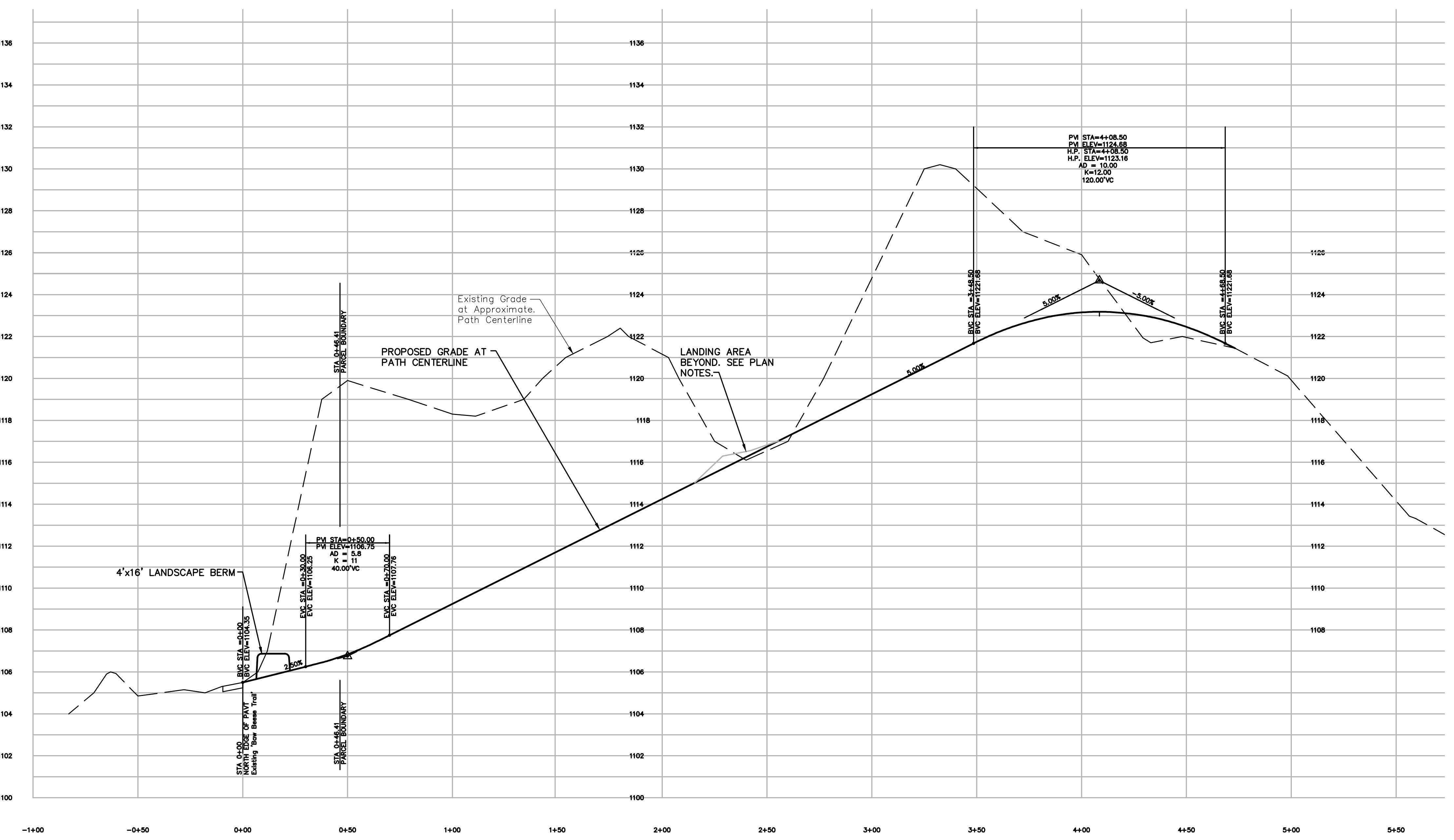
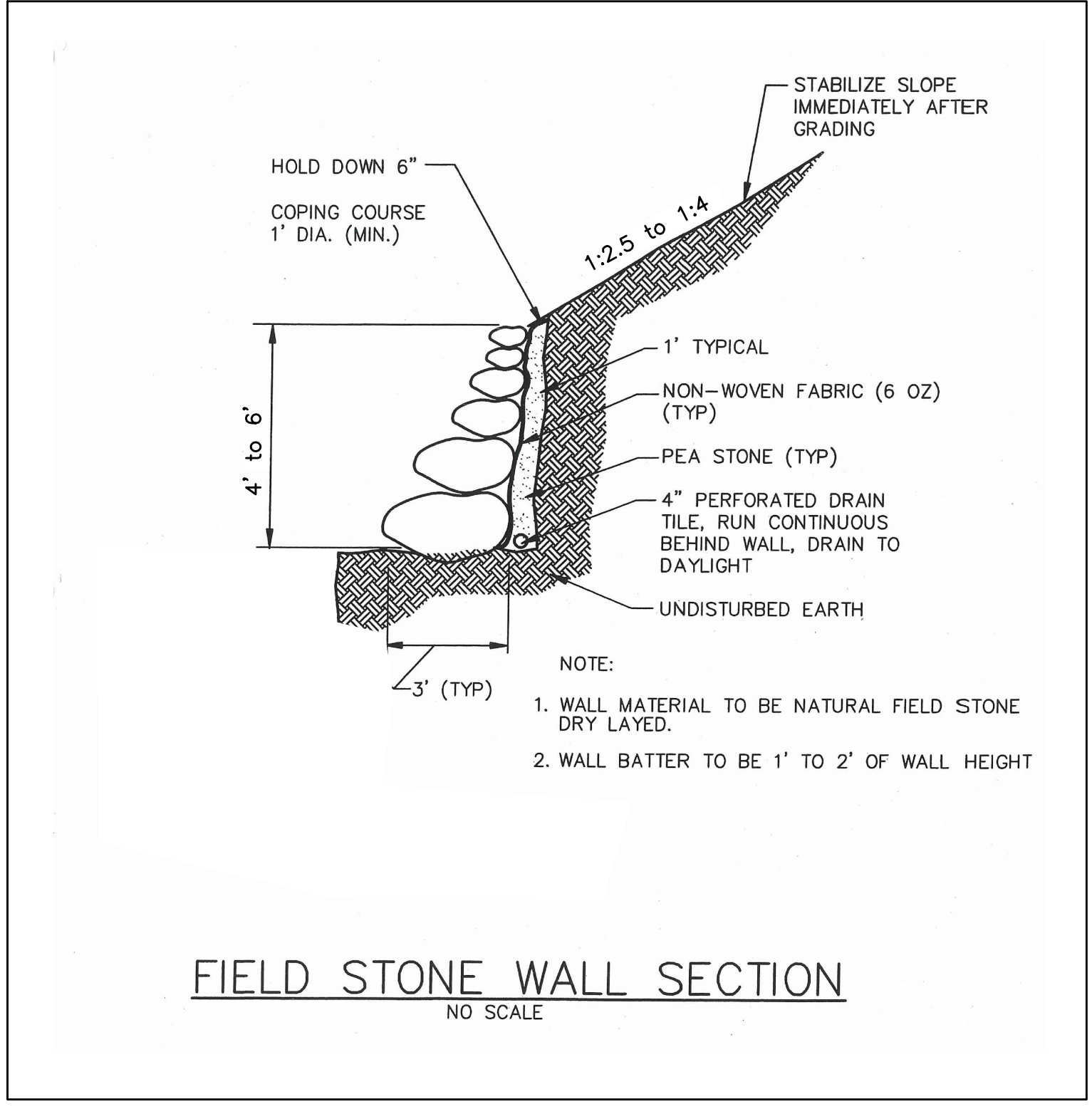
LANDSCAPE MATERIAL LIST

KEY	BOTANICAL NAME	COMMON NAME	CONDITION
BB	Euonymus alatus compactus	Dwarf Burning Bush	3 gal. container
RO	Quercus Rubra	Red Oak	2 1/2" cal.
SJ	Juniper Squamata	Blue Juniper	2 gal. cont.



NOTES

1. MULCH SHALL BE HARDWOOD MULCH AND TO BE PLACED AT A DEPTH OF 2" MINIMUM. MULCH MUST MAINTAIN A ONE FOOT CLEARANCE FROM THE BASE OF TREES.
2. ALL PLANT MATERIAL MUST HAVE A WARRANTY OF A FULL GROWING SEASON AND ANY THEY MAY DIE MUST BE REPLACED IN THE NEXT PLANTING SEASON.



MTE engineering, u.c.
149 LEWIS STREET PH: 517 437-4283
PO BOX 232 HILLSDALE, MI 49242 FK: 517 437-4344

REGISTRATION SEAL

CONSULTANT:

PROJECT TITLE
THE WOODS OF LOHAVEN Residential Condominium Development

Wicketstick Holdings, LLC
Hillsdale, MI 49242

DRAWING TITLE
WALKWAY PROFILE & GRADING PLAN

SITE ADDRESS:
2001 BARNARD ST
HILLSDALE, MI 49242

Issue Dates:

06-30-21	Rev Per City Staff 6-29 Mtg
06-23-21	Rev. Trail Approach
07-15-20	Rev. to 3" Dia. Water Main
BLOW-OFF V.	07-31-20
07-06-20	WM Profile Added to Set

DATE: ISSUED FOR:

DRAWN: MWT

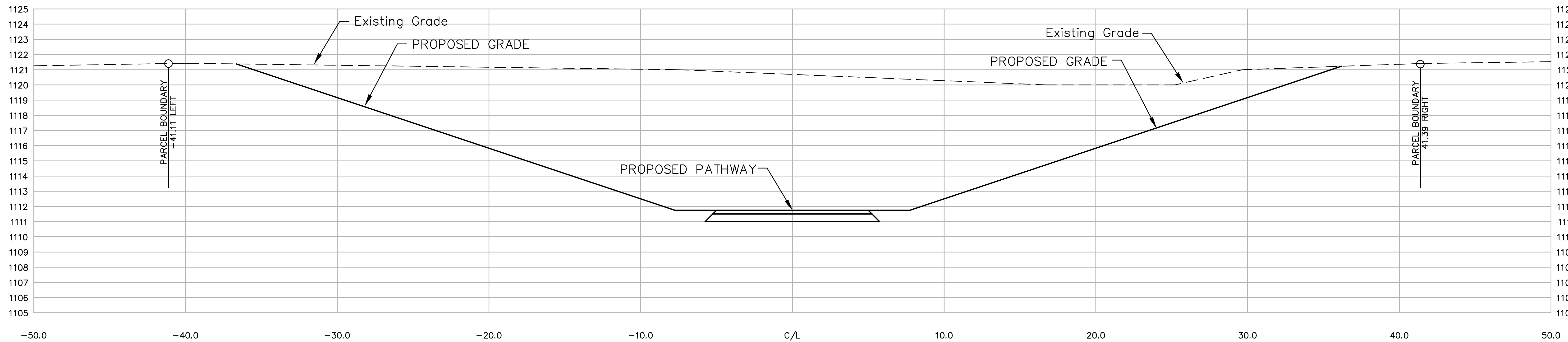
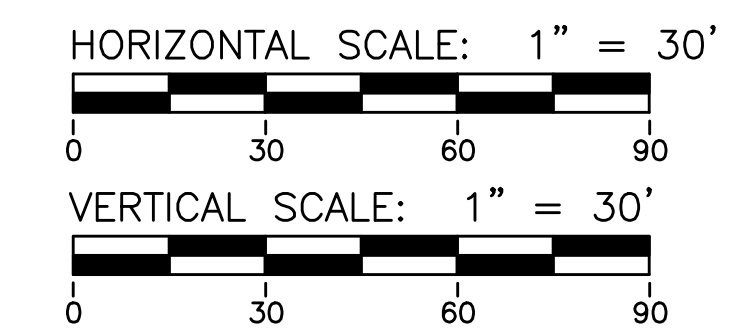
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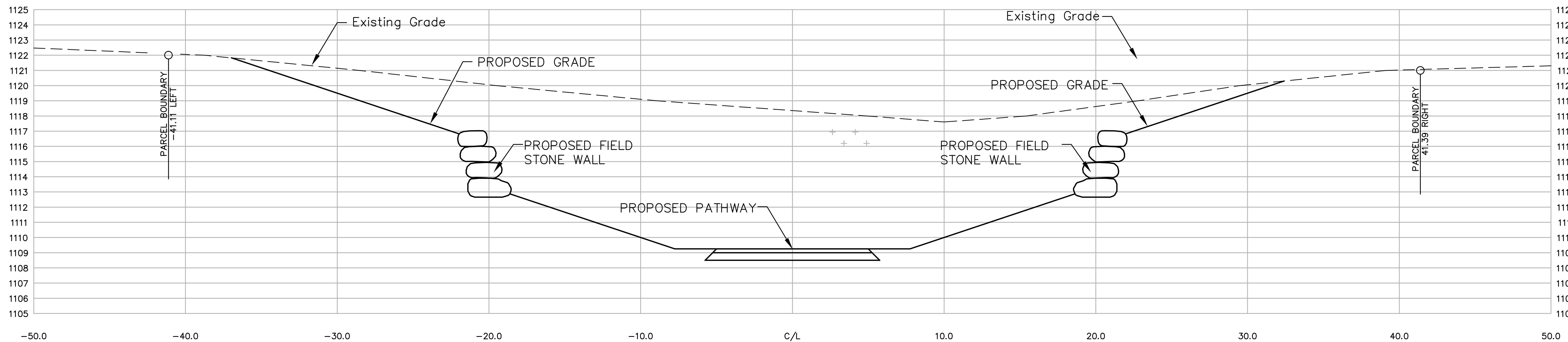
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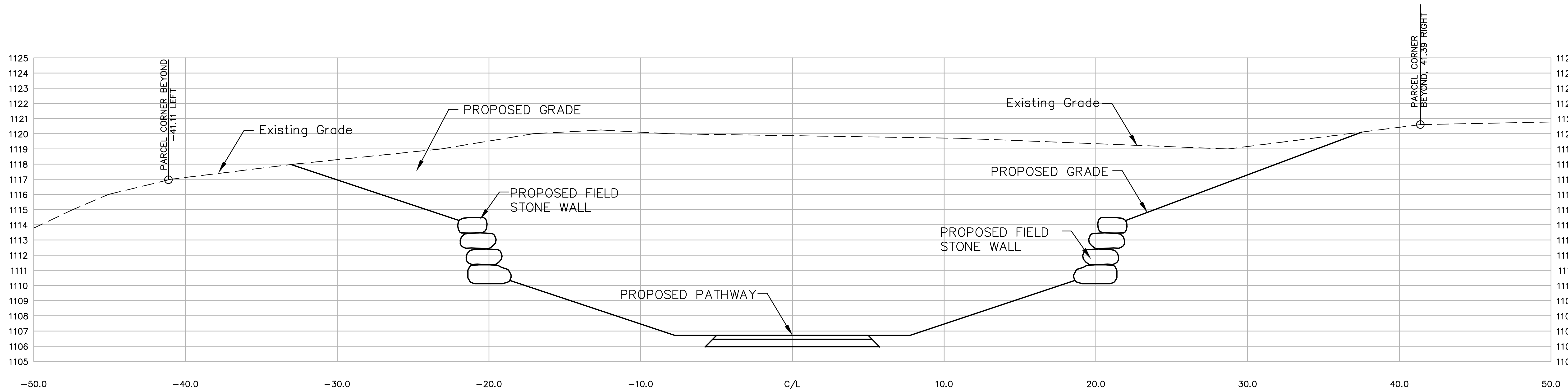
SITE LOCATION



STA 1+50 CROSS SECTION



STA 1+00 CROSS SECTION



STA 0+46.71 CROSS SECTION AT PATH CENTERLINE AND PARCEL BOUNDARY

REGISTRATION SEAL

CONSULTANT:

PROJECT TITLE
 THE WOODS OF LOHAVEN
 Residential Condominium Development

Wicketstick Holdings, LLC
 Hillsdale, MI 49242

DRAWING TITLE
 WALKWAY CROSS SECTION DETAILS

SITE ADDRESS:
 2001 BARNARD ST
 HILLSDALE, MI 49242

stick Folder from Desktop\Wicketstick

ISSUE DATES

DATE	ISSUED FOR:
06-28-21	Add. Path Section Sheet
06-23-21	Rev. Trail Approach
07-15-20	Rev. to 3" Dia. Water Main
BLOW-OFF V. 07-31-20	
07-06-20	WW Profile Added to Set

DRAWN	MWT
CHECKED	...
APPROVED	...

PROJECT NO.

01815

DRAWING NO.

7C



