



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

**Planning Commission Agenda**  
**January 19, 2022**

- I. Call to Order 5:30 pm**
  - A. Pledge of Allegiance
  - B. Roll Call
  
- II. Public Comment**  
Any agenda item – 3 min. limit
  
- III. Consent Items/Communications**
  - A. Approval of agenda – **Action**
  - B. Approval of Planning Commission 12-15-2021 minutes – **Action**
  - C. Communications
    - 1. 2022 Meeting Dates
  
- IV. Site Plan Review**
  - A. 121 Mechanic – **Action**
  
- V. Old Business**
  - A. No Old Business
  
- VI. New Business**
  - A. Ordinance Review – **Discussion**
  
- VII. Zoning Administrator Report**
  
- VIII. Commissioners' Comments**
  
- IX. Public Comment**  
Any Commission related item – 3 min. limit
  
- X. Adjournment**  
Next meeting Wednesday, February 16, 2022 at 5:30 pm

**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.**

**City Planning Commission Meeting Days for 2022**

Location: City Hall, 97 North Broad Street, Hillsdale  
Third Floor Council Chambers

**Meets Third Wednesday of every Month at 5:30 p.m.**

January 19, 2022

February 16, 2022

March 16, 2022

April 20, 2022

May 18, 2022

June 15, 2022

July 20, 2022

August 17, 2022

September 21, 2022

October 19, 2022

November 16, 2022

December 21, 2022



**TO: Planning Commission**

**FROM: Zoning Administrator**

**DATE: January 19, 2022**

**RE: 121 Mechanic – Cambria Tool Addition**

**Background:** The owner of Cambria Tool is proposing a 50' addition to the north end of the existing building.

December 9, 2021

The construction documents for the plans of the proposed addition to the existing building located at 121 Mechanic St. were received for Zoning permit review on December 9, 2021.

There were only a few items needed prior to final review on December 15, 2021.

- Storm water calculations for the Pre/Post
- See the detail for the Catch Basin/French Drain. Provide data that soils in the area are amenable for infiltration.
- How will these drains function in a gravel lot and be maintained as sediment can run in the structures in the gravel area.

Please submit the information to the Planning Dept. by the end of day on Tuesday, December 14, 2021 to assure final review at the December Planning Commission meeting. The Planning Commission will review the drawings at the regular meeting which will be held on December 15, 2021 at 5:30 pm. The location will be at City Hall, 97 N. Broad St. in the 3<sup>rd</sup> Floor Council Chambers.

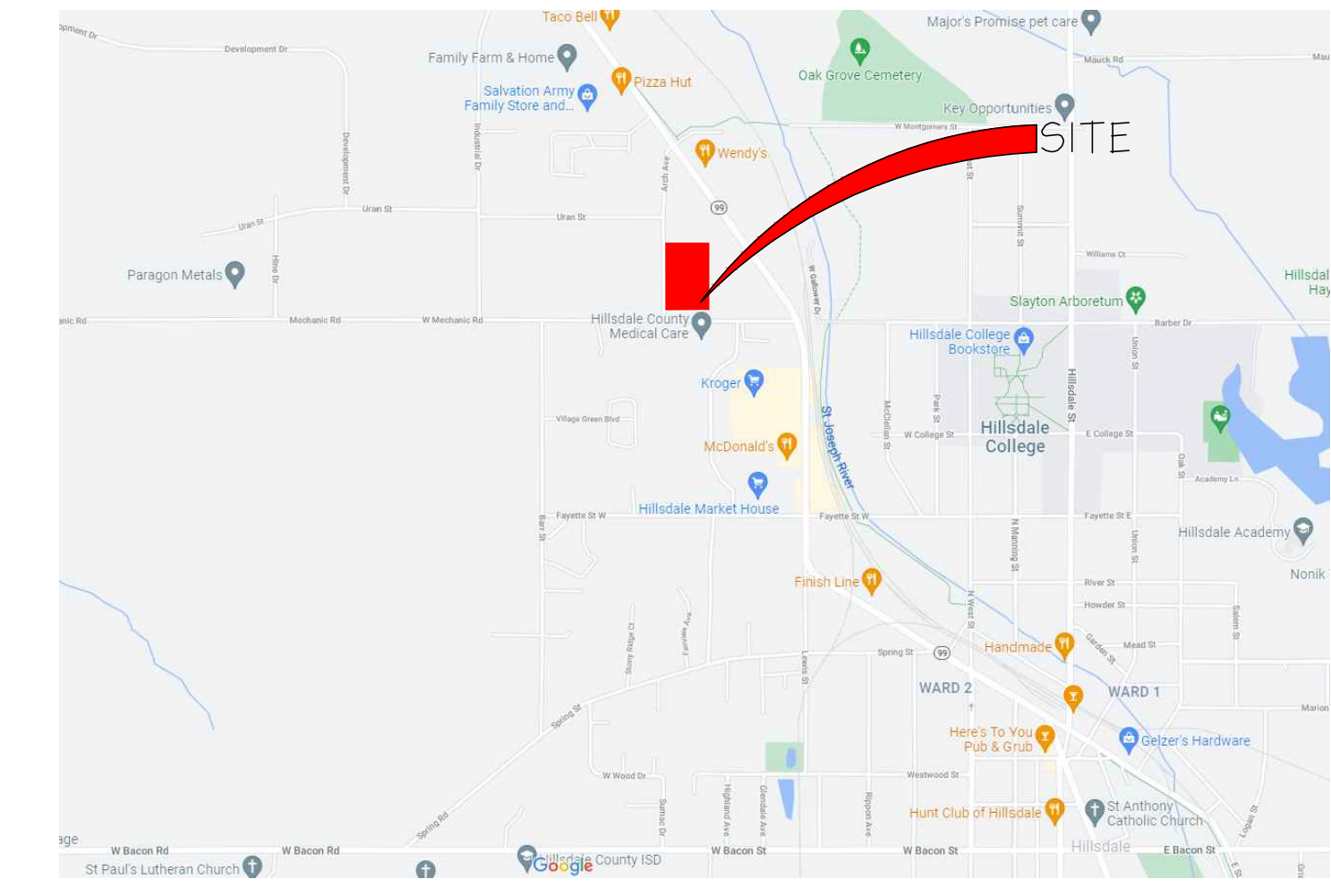
If you have any questions, you may contact me by phone or email.

Thank you.

Alan Beeker

Planning/Zoning Administrator





LOCATION MAP - CITY OF HILLSDALE  
NOT TO SCALE

**OWNER INFORMATION**  
CAMBRIA TOOL  
121 WEST MECHANIC STREET  
HILLSDALE, MICHIGAN 49242  
PRESIDENT = TROY BALSER (517) 499-0273

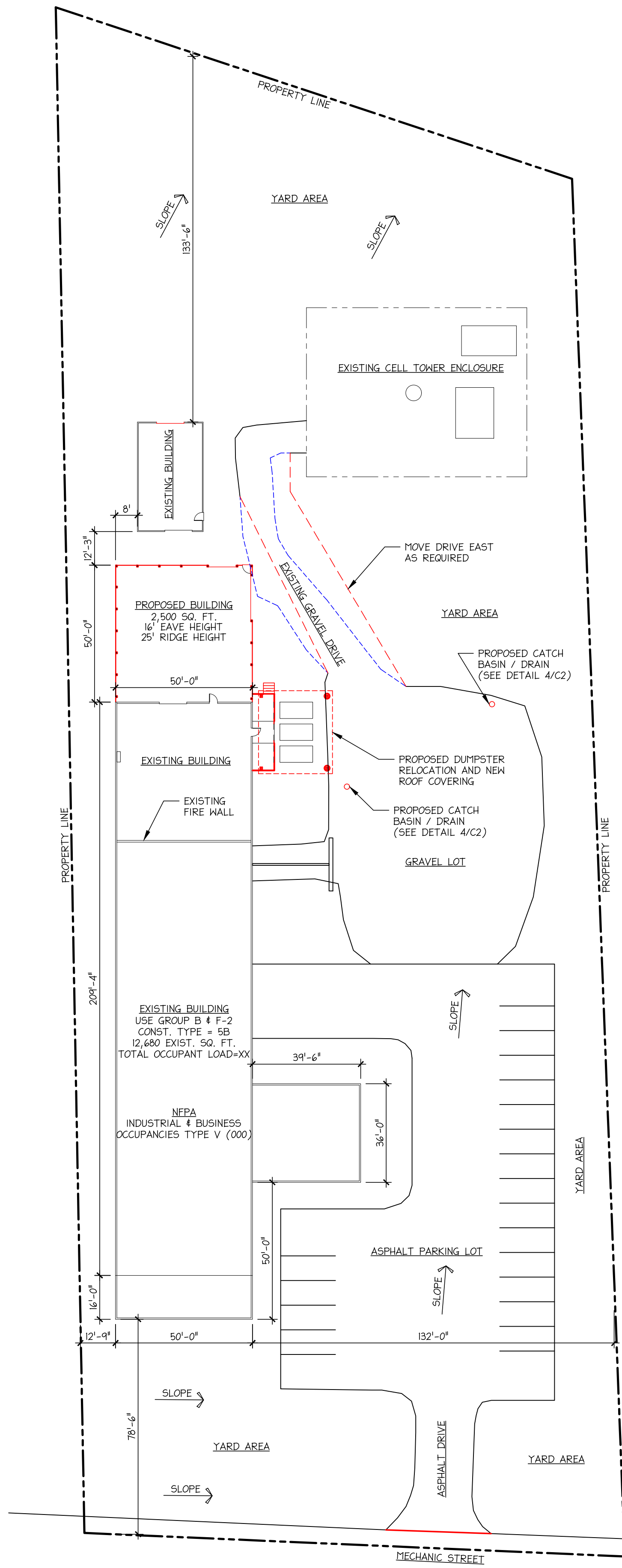
**LEGEND**

- EXISTING ITEMS / CONSTRUCTION
- ITEMS TO BE REMOVED / DEMOD.
- NEW ITEMS / CONSTRUCTION
- SHEET DRAIN FLOW DIRECTION

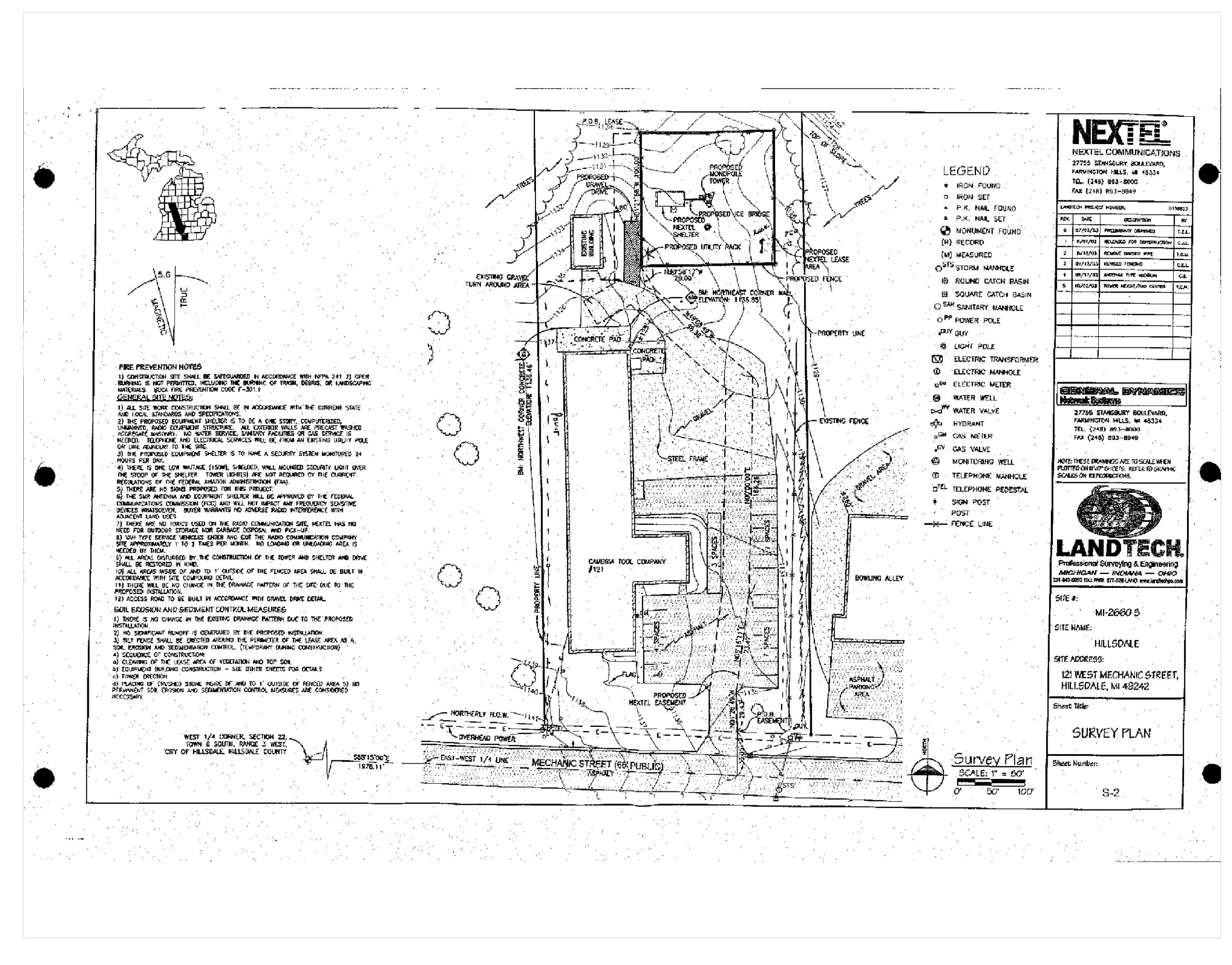
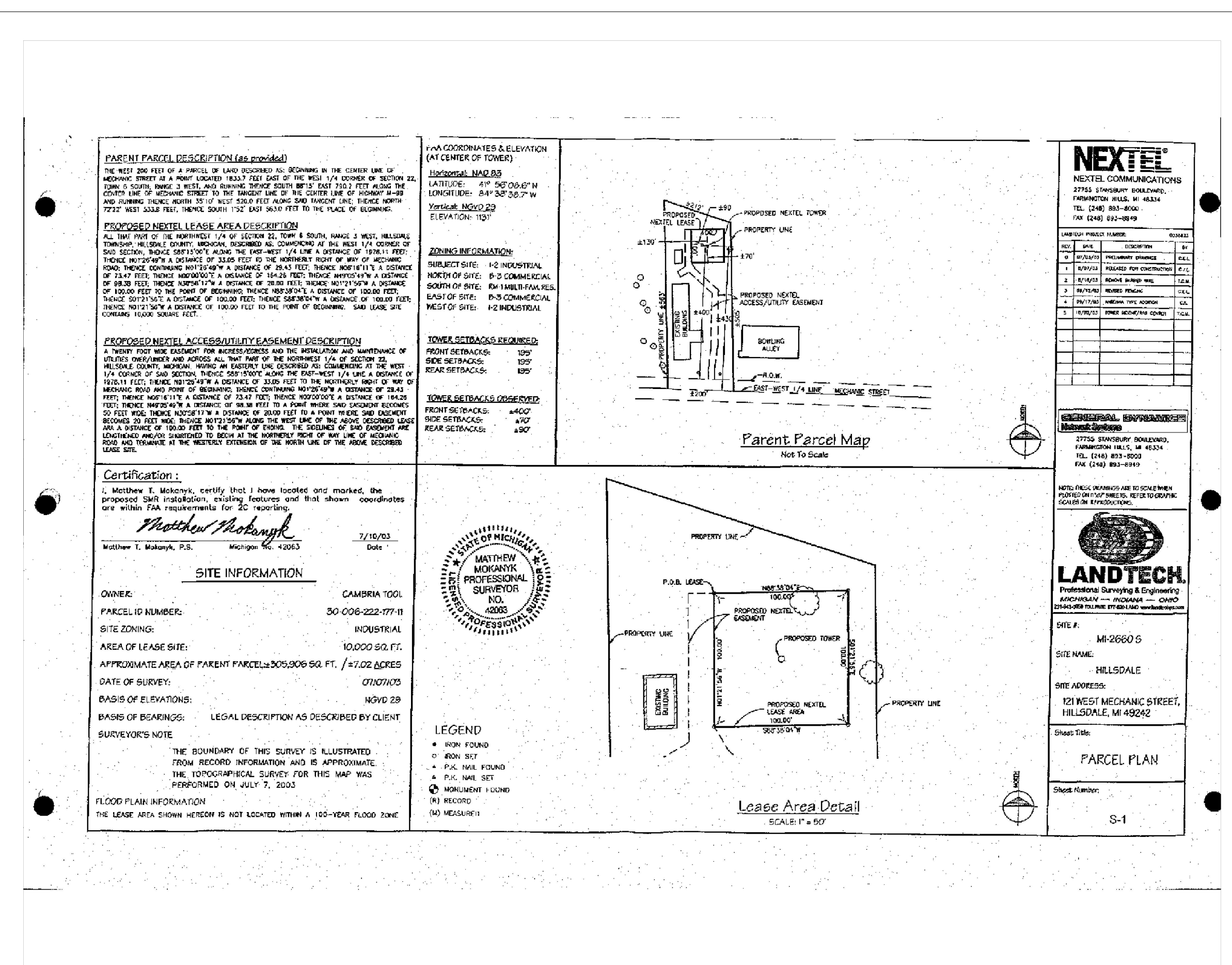
**COMPLIANCE TABLE FOR I-1 - LIGHT INDUSTRIAL**

ITEM DESCRIPTION	REQUIRED OR ALLOWED	ACTUAL OR PROVIDED
MINIMUM BUILDING SIZE	N/A	16,191 SQ. FT. (ALL BUILDINGS)
MAX. BUILDING HEIGHT	50' HEIGHT	26'-0" HEIGHT
SITE COVERAGE (BY BUILDING)	N/A	15%
FRONT YARD SETBACK	50'-0" MIN.	76'-8"
SIDE YARD SETBACK	10'-0" MIN.	132'-0" ON EAST SIDE 12' ON WEST
REAR YARD SETBACK	50'-0" MIN.	133'-6"
PARKING	-	22

**SITE AREA**  
TOTAL SITE AREA = 2.46 ACRES (107,157 SQ. FT.)  
  
TOTAL IMPERVIOUS AREA: .70 ACRES (30,407 SQ. FT.)  
ROOF = .37 ACRES (16,191 SQ. FT.)  
PAVEMENT = .33 ACRES (14,216 SQ. FT.)  
  
PERVIOUS AREA = 1.76 ACRES (76,750 SQ. FT.)  
LOT COVERAGE = 15% (BUILDING FOOTPRINTS)



**SITE PLAN**  
SCALE: 1" = 30'-0"



**SURVEYING INFORMATION**  
SCALE: NONE

PREPARED FOR:

**Cambridia Tool & Machine**

**DAILEY ENGINEERING, INC.**  
8485 STEPHENSON ROAD  
ONSTED, MI 49265  
PH. # (517) 467-9000  
EMAIL - todddailey@me.com

**CAMBRIA TOOL ADDITION**  
121 WEST MECHANIC STREET  
HILLSDALE, MICHIGAN 49242

DRAWN BY: M. FOWLER | CHK'D. BY: TA DAILEY | APP'D. BY:

**SITE PLAN**

DATE: 11/04/2021 | REV.: 0 | DRAWING NO. **C1**  
SCALE: 1/4" = 1'-0"





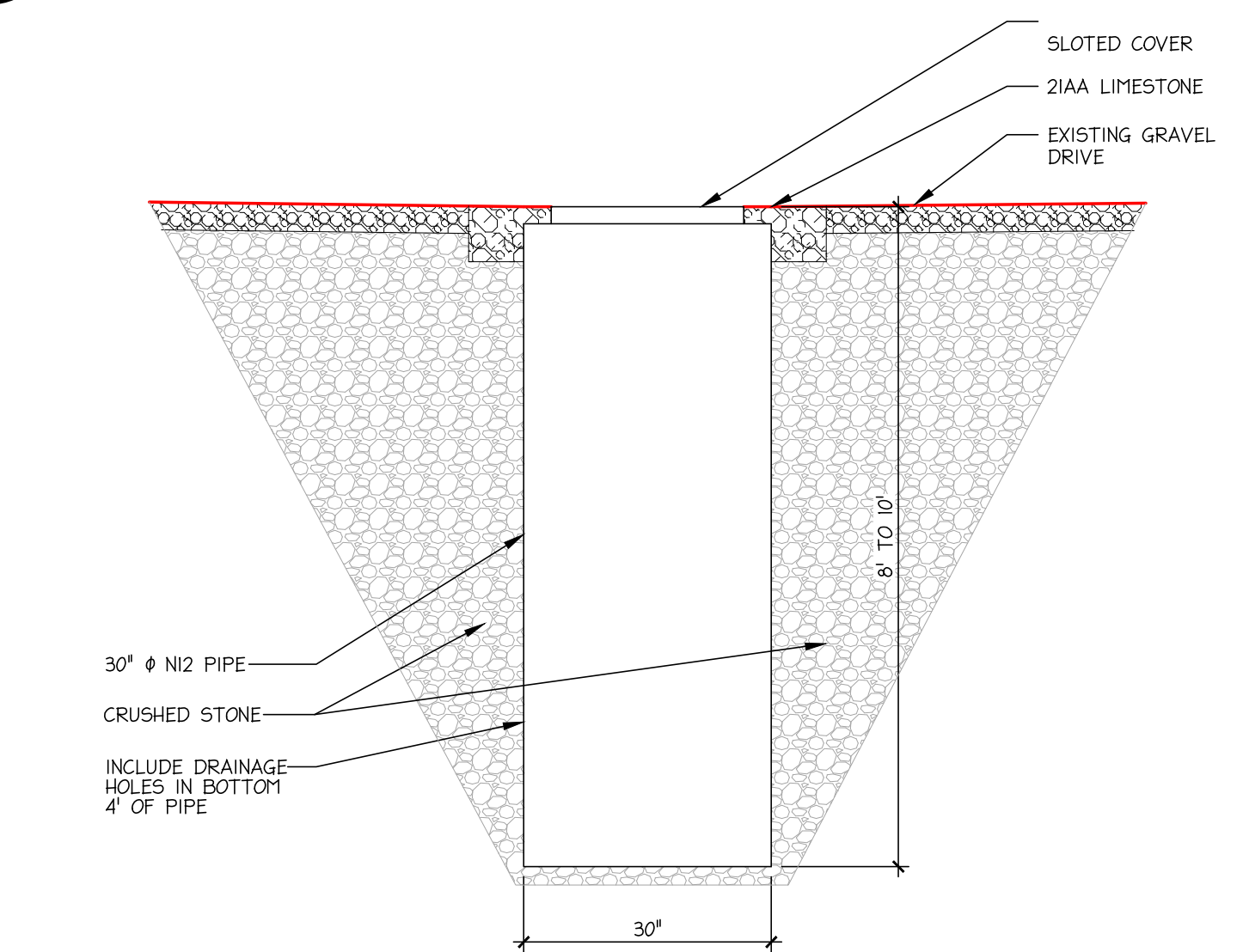
3  
C2 EXISTING STORM WATER PROBLEM AREA  
SCALE: NONE



2  
C2 EXISTING LANDSCAPE PHOTO  
SCALE: NONE



1  
C2 EXISTING LANDSCAPE PHOTO  
SCALE: NONE



1040 FRAME W/ 24" DIA  
4  
C2 CATCH BASIN / DRY WELL FRENCH DRAIN  
SCALE: 3/4"=1'-0"

PREPARED FOR:  
**GT Cambria Tool & Machine**

**DAILEY ENGINEERING, INC.**  
8485 STEPHENSON ROAD  
ONSTED, MI 49265  
PH. # (517) 467-9000  
EMAIL - todddailey@me.com

**CAMBRIA TOOL ADDITION**  
**121 WEST MECHANIC STREET**  
**HILLSDALE, MICHIGAN 49242**

DRAWN BY: M. FOWLER | CHK'D. BY: TA DAILEY | APP'D. BY:

**SITE DETAILS**  
DATE: 11/04/2021 | REV.: 0 | DRAWING NO. **C2**  
SCALE: AS SHOWN