



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

Planning Commission Agenda
Amended
November 16, 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**
 - A. Approval of agenda – **Action**
 - B. Approval of Planning Commission 09/21/2022 minutes – **Action**
- IV. Communications**
 - A. Wayfinding update from EDC
- V. Site Plan Review**
 - A. Sandy Beach Pavilion – **Action**
- VI. Old Business**
 - A. No Old Business
- VII. New Business**
 - A. Ordinance Review – Sec. 36-40 – **Action**
- VIII. Zoning Administrator Report**
- IX. Commissioners' Comments**
- X. Public Comment**
 - Any Commission related item – 3 min. limit
- XI. Adjournment**
 - Next meeting **Wednesday, December 21 at 5:30 pm**

Planning Commission Meeting Minutes
Hillsdale City Hall
Council Chambers
September 21, 2022
5:30 pm

I. Call to Order

Meeting opened at 5:30 pm followed by the Pledge of Allegiance, and Roll Call.

II. Members Present

- A. Members Present: Chairman Eric Moore, Vice Chairman Ron Scholl, Secretary Jacob Parker, Commissioner William Morrissey, Commissioner Swan, Commissioner Kerry Laycock, Commissioner Elias McConnell
- B. Members Absent:
- C. Public Present: Zoning Administrator Alan Beeker, representatives from Meijer's, and representatives from College Baptist Church

III. Consent Agenda and Minutes

Motioned by Commissioner Laycock, seconded by Commissioner Swan to amend the Consent items as follows:

- A. Add the parcel split at 75 N. Broad St to the agenda before the site plan reviews due to a prior commitment of the owner

Motioned by Commissioner Laycock and seconded by Commissioner Morrissey to approve the prior minutes and communications. Motion passed unanimously.

IV. Public Comment

None

V. Parcel Split

A. 75 N. Broad St.

- a. Mr. Beeker gave a brief description of the proposed split at 75 N Broad. St which currently host the Hillsdale Justice Project and desires to sell the second parcel. Mr. Beeker indicated that all requirements were met.
- b. Motioned by Commissioner Laycock, seconded by Commissioner McConnell to recommend to council to approve the split.

VI. Site Plan Review

A. 3600 W. Carleton - Meijer

- a. Mr. Beeker gave a brief description of the project. The proposed project is to construct a new Meijer store location at 3600 W Carleton.
- b. Mr. Beeker further explained that due to two variances, the approval of the Zoning Board of Appeals would be required.

- c. Representatives from Meijer were on hand to answer questions about distance from the road, the proposed traffic light at Moore Rd. and projected additional traffic.
- d. Commissioner Parker moved to provide conditional approval pending ZBA approval of the required variances and permit acquirement, Commissioner Swan seconded, motion passed unanimously.

B. 200 N. Manning – College Baptist Church

- a. Mr. Beeker gave a brief recap of the project to construct an addition onto College Baptist Church at 200 N. Manning.
- b. Commissioner Swan moved to approve, Commissioner Parker seconded, motion passed unanimously.

VII. Old Business

None

VIII. New Business

A. Ordinance Review – Secs. 36-431 and 36-432

- a. Mr. Beeker gave a brief recap of the proposed ordinance changes primarily surrounded around renewable energy projects in the City. These would primarily fall under the regulation for accessory structures.
- b. The commission discussed the proposed changes and Commissioner Laycock asked Alan for copies of the sample ordinances to be reviewed.
- c. The commission set a timeline of reviewing the ordinance language at the October meeting with the plan to set a public hearing in November so the ordinance change could go to city council for approval in December.

IX. Zoning Administrator Report

Alan discussed the Keefer and the inability to find excavators to dig out the basement.

X. Commissioner's Comments

No comments

XI. Public Comment

None

XII. Adjournment

Commissioner Swan moved adjourn the meeting, Commissioner McConnell seconded. Motion passed unanimously. Meeting adjourned at 6:17 pm.

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

DATE: October 10, 2022

TO: Planning Commission
TIFA
Hillsdale College
Rotary
Exchange Club
Kiwanis
Hillsdale BPU



FROM: Dean Affholter – Vice Chair – Economic Development Corporation (EDC)
City of Hillsdale, 97 N. Broad Street, Hillsdale, MI

RE: Wayfinding Signage

The purpose of this memo is to develop support for the completion of the wayfinding sign installation undertaken by the EDC over the past few years. Wayfinding signs have been identified by numerous “Growth and Development” studies dating back to the 1990’s. Rather than conducting another study, the EDC initiated a “phase-in” process to implement wayfinding signs on the main and adjacent thoroughfares in the city. Phase I of the program welcomed the general public along M-99 to the city and provided general direction to the main destinations and high lights of the city, like the Downtown Business District, the Manufacturing and Technology Park, Schools, Baw Beese Lake and Hillsdale College. The second phase of the project is intended to provide secondary signage along, roads like Bacon, Steamburg, and Spring Streets, with the intention of directing visitors and highlighting some of the venues that make Hillsdale a desirable place to visit, work, or, live. It should be noted that wayfinding signage is not intended to replace GPS. Wayfinding signage is intended to display to the casual visitor or traveler the advantages and benefits of living in a community like Hillsdale.

The EDC with support from Hillsdale College has been able to fund Phase I of the program and \$10,000 of the \$26,000 estimated cost to fund Phase II of the project. The EDC is seeking some additional support from your organization to complete Phase II of the project.

It should be noted that there is a planned Phase III of the project which consists of individual banners located on the corner light posts in the Downtown Business District. The EDC and local business establishments are planned to fund Phase III. Any financial assistance from your organization would be greatly appreciated as we attempt to market and grow the Hillsdale Community. Please feel free to contact Kelly LoPresto at 517-437-6426 with any questions.

Sincerely,

Dean Affholter

Dean Affholter
EDC Vice Chair



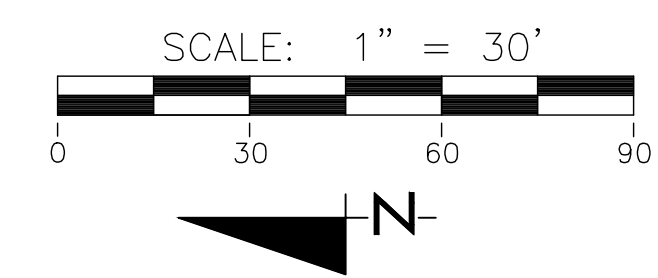
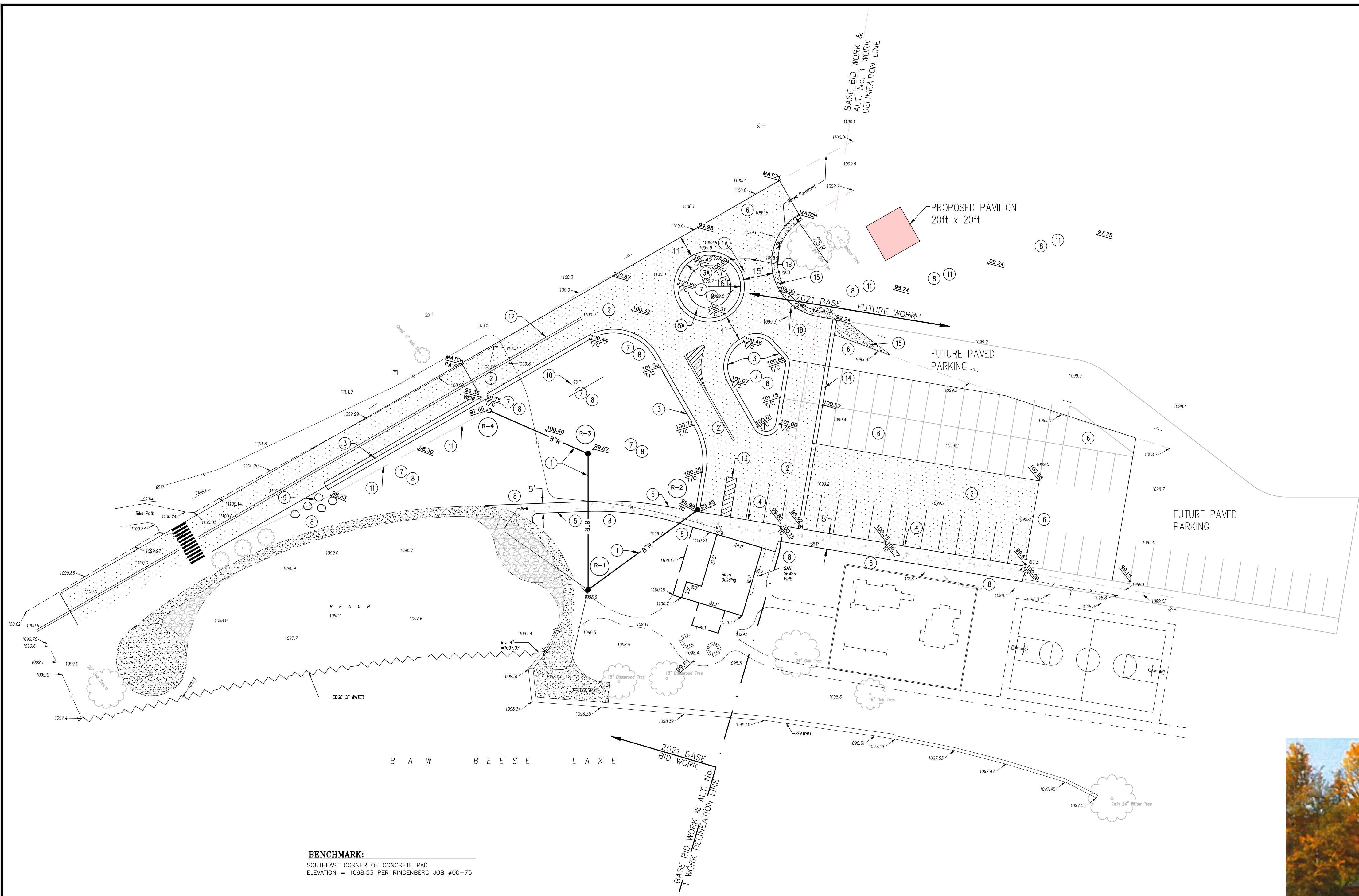
TO: Planning Commission

FROM: Zoning Administrator

DATE: November 16, 2022

RE: Site Plan Review – Sandy Beach Pavilion

Background: Barry Hill is donating a new 20'x20' picnic pavilion to the City as a memorial to his mother. The pavilion will be located in the grassy area east of the parking lot at Sandy Beach. The plans have been reviewed and approved by Zoning, Recreation, Engineering and Public Services. It is staff recommendation that the Planning Commission approve the installation and location of the proposed pavilion.



- KEYNOTE LEGEND COMPLETED 2021 IMPROVEMENTS**
- 1A REMOVE 24" OAK AND STUMP
 - 1B REMOVE AND SALVAGE SIGNS & POSTS. DELIVER TO CITY OF HILLSDALE DPS
 - 1 PROPOSED STORM SEWER, SEE STORM SEWER SCHEDULE THIS SHEET
 - 2 CONSTRUCT PARKING LOT AND ROADWAY ACCORDING TO SECTION DETAIL
 - 3 MDT TYPE F4 CURB AND GUTTER PER CURRENT MDT STANDARD DETAIL
 - 3A MDT TYPE D2 CURB AND GUTTER PER CURRENT MDT STANDARD DETAIL
 - 4 CONCRETE WALKWAY WITH INTEGRAL CURB FACE PER DETAIL
 - 5 4" CONCRETE WALKWAY OVER 4" COMPACTED GRANULAR BASE
 - 5A 6" CONCRETE CONC. PAVT OVER 4" COMPACTED GRANULAR BASE
 - 6 SALVAGE EXISTING GRAVEL PARKING LOT AGGREGATE, PLACE COMPACT AND MACHINE GRADE SALVAGED MATERIAL TO TRANSITION BETWEEN ANY RESULTING GRADE SEPARATION BETWEEN EXISTING AND PROPOSED FINISH GRADES. SUPPLEMENT WITH ADDITIONAL 22A MATERIAL AS NECESSARY TO PROVIDE A SMOOTH UNIFORM TAPER TO THE EXTENTS SHOWN.
 - 7 FURNISH, PLACE AND FINE GRADE A MINIMUM OF 5" OF SCREENED TOPSOIL OVER PARKING AREAS AND GRAVEL AREAS THAT ARE TO BE TRANSITIONED TO GREEN SPACE. ALL AREAS BETWEEN BACK OF NEW CURB AND EXISTING GREEN AREAS SHALL BE MADE NEW GREEN SPACE.
 - 8 HYDROSEED OR SEED AND MULCH WITH STRAW BLACKET ALL NEW GREEN SPACE AREAS AND ALL DISTURBED AREAS
 - 9 FURNISH AND PLACE UP TO 5 EACH BOULDERS FOR PERMANENT TRAFFIC CONTROL. BOULDERS TO BE A MINIMUM OF 30" DIAMETER OR EQUIVALENT SIZE AND SHAPE TO PROHIBIT VEHICLES FROM ENTERING.
 - 10 REINSTALL SALVAGED SIGN AND POST
 - 11 CONSTRUCT SHALLOW SWALE AS NECESSARY TO ALLOW SURFACE DRAINAGE.
 - 12 PROPOSED PAVEMENT MARKING, DOUBLE SOLID YELLOW
 - 13 APPLY PAVEMENT MARKINGS AND FURNISH AND INSTALL SIGNAGE AS NECESSARY FOR ONE VAN ACCESSIBLE PARKING SPACE AND ONE STANDARD ACCESSIBLE PARKING SPACE.
 - 14 CONCRETE GUTTER PAN TO SERVE AS ASPHALT PAVEMENT STOP AND EDGE PROTECTION
 - 15 3H WIDE AGGREGATE SHOULDER

CONSTRUCTION NOTES:
 1. PROPOSED IMPROVEMENTS INCLUDE CONSTRUCTION OF AN OPEN AIR PAVILION WITH A FOOT PRINT OF 20ft x 20ft. SEE PLAN FOR LOCATION AND RENDERING BELOW FOR FINISH CONCEPT.



PROPOSED PAVILION RENDERING
 Scale: None

BENCHMARK:
 SOUTHEAST CORNER OF CONCRETE PAD
 ELEVATION = 1098.53 PER RINGENBERG JOB #00-75

CONTROL SECTION: NA
 MDT JOB NO.: NA

| | |
|---------------------|--------------|
| DATE: 08-27-18 | SHEET 1 OF 1 |
| CADD: | |
| ENG: HWT | |
| PL: HWT | |
| DR: HWT | |
| St. Beach Ph. 4_SPT | |

MTE JOB No. 00000

HILLSDALE ROTARY CLUB
 SANDY BEACH SITE IMPROVEMENTS
 PHASE 4 CONCEPT
 SITE IMPROVEMENTS

CLIENT
 City of Hillsdale
 97 N. Broad St
 Hillsdale, MI 49242
 517-437-6448

MTE
 PROFESSIONAL
 ENGINEERING
 SERVICES

149 Lewis Street
 P.O. Box 232
 Hillsdale, Michigan 49242
 Phone: (517) 437-4283
 Fax: (517) 437-4344

Sec. 36-40. - Violations and penalties.

Unless otherwise provided, any person, or anyone acting in behalf of the person, violating any of the provisions of this chapter shall be guilty of a misdemeanor. The imposition of any sentence shall not exempt the offender from compliance with the requirements of this chapter. (Code 1979, § 17.60.010)

AN ORDINANCE TO AMEND SECTION 36-40 OF THE HILLSDALE CITY CODE TO RE-CLASSIFY THE GENERAL PENALTY FOR VIOLATIONS OF THE CITY'S ZONING ORDINANCE AS FOUND IN CHAPTER 36 OF THE HILLSDALE CITY CODE FROM MISDEMEANORS TO MUNICIPAL CIVIL INFRACTIONS.

WHEREAS Section 36-40 of Chapter 36 of the Hillsdale City Code currently provides that a person who violates the provisions of Chapter 36, which contains the City's Zoning Ordinance, is guilty of a misdemeanor criminal offense; and

WHEREAS the Hillsdale City Council has determined that in order to provide for greater flexibility in the enforcement of violations of the City's Zoning Ordinance, it is in the best interest of the citizens of the City to reclassify the general penalty for a violation of Chapter 36 from a misdemeanor criminal offense to a municipal civil infraction;

NOW, THEREFORE, THE CITY OF HILLSDALE ORDAINS THAT:

Section 36-40 of Chapter 36 of the Hillsdale City Code is hereby amended to state as follows:

Sec. 36-40. - Violations and penalties.

Unless otherwise provided, any person, or anyone acting on behalf of a person, violating any of the provisions of this chapter shall be guilty of a municipal civil infraction under Article II of Chapter 20 of the Hillsdale City Code. The imposition of any sentence shall not exempt the offender from compliance with the requirements of this chapter. Any person violating any provision of this chapter shall be deemed to have committed a separate municipal civil infraction for each day the violation continues. Violations shall be subject to injunctive relief and the payment of the following civil fines, or both:

- (1) \$_____ plus costs, for the first violation.
- (2) \$_____ plus costs, for the first repeated offense.
- (3) \$_____ plus costs for the second repeated offense and each subsequent offense.

IT IS FURTHER ORDAINED THAT any prosecution, suit, or other proceeding pending, or any judgment rendered, with regard to a violation or alleged violation of Chapter 36 of the Hillsdale City Code on or prior to the adoption of this Ordinance shall not be affected by the adoption of this Ordinance.