



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

**Planning Commission Agenda**  
**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. No New Business
  
- 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, Commissioner William Morrisey, Commissioner Penny Swan, Commissioner Kerry Laycock, Commissioner Elias McConnell
- B. Public Present: Zoning Administrator Alan Beeker, Michelle Loren, Jack McLain
- C. Members Absent: Secretary Jacob Parker, Vice Chair Ron Scholl

**III. Public Comment**

No public comment

**IV. Consent Agenda and Minutes**

Motion to approve the Consent items as presented made by Commissioner Swan, seconded by Commissioner Morrisey, motion approved unanimously.

**V. Site Plan Review**

- A. Meijer

**VI. Old Business**

No Old Business

**VII. New Business**

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

Motion to recommend the amended plan to Council for adoption by Commissioner Swan, Commissioner Laycock seconded. Motion passed.

**VIII. Zoning Administrator Report**

- Alan gave a brief update for the upcoming Train Excursion that will be stopping in Hillsdale on August 27 & 28.
- Alan gave a brief update of the Meijer project. The Commission will be reviewing the plans at the September meeting.

**IX. Commissioner's Comments**

No commissioner comment

**X. Public Comment**

No public comment.

**XI. Adjournment**

Commissioner Swan moved adjourn the meeting, Commissioner Laycock seconded. Motion passed unanimously. Meeting adjourned at 6:22 pm.

**XII. 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**

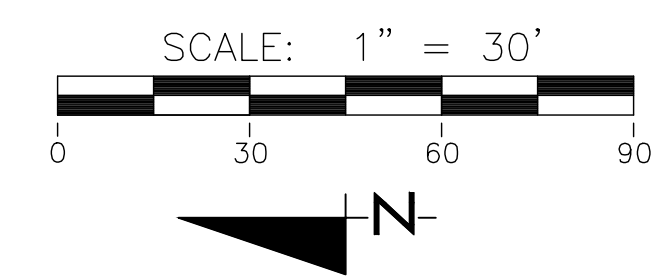
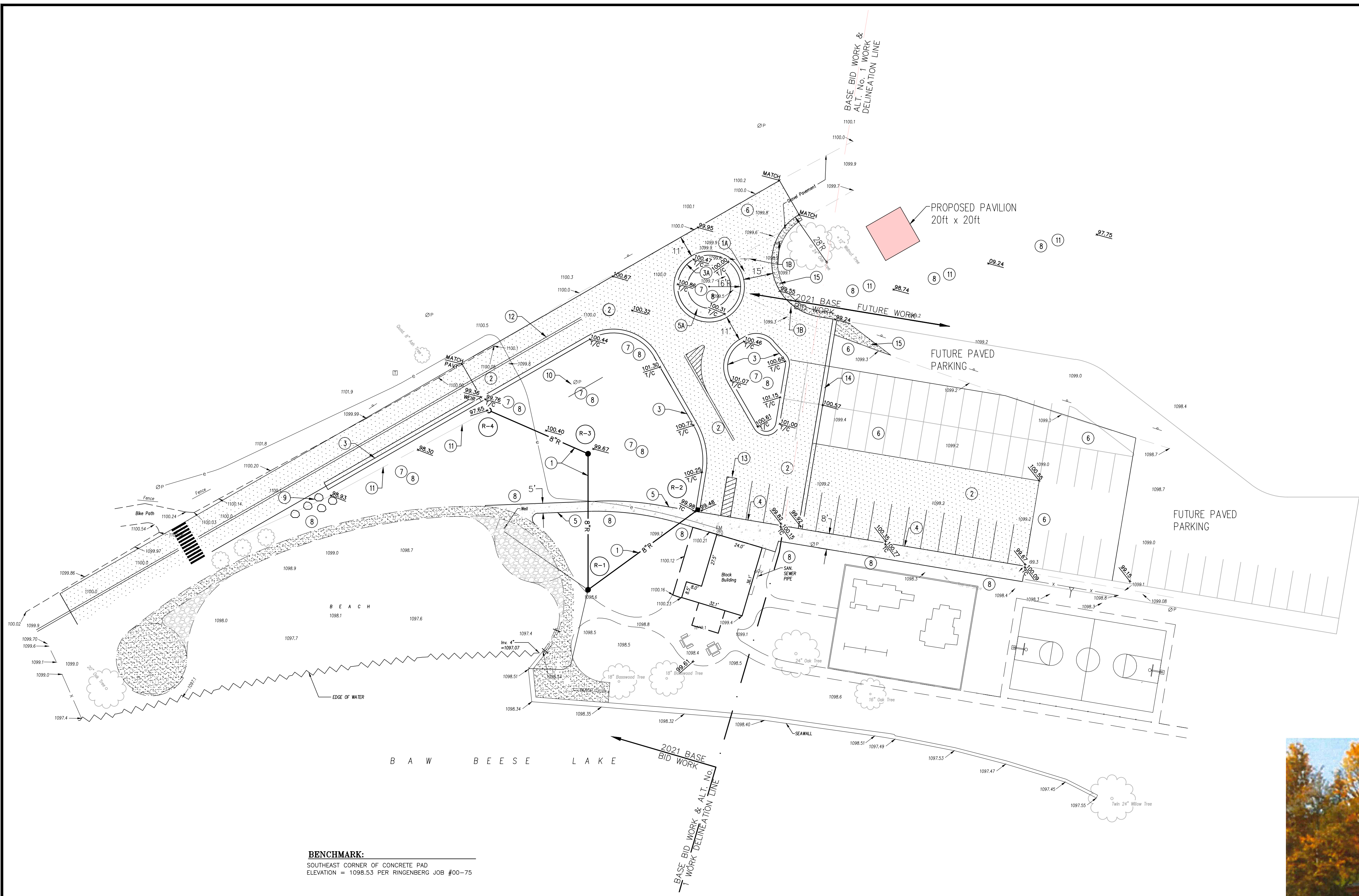
**FROM: Zoning Administrator**

**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  
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