



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

Planning Commission Agenda
June 19, 2024

- 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
 - B. Approval of Planning Commission 5/15/2024 minutes

- IV. Site Plan Review**
 - A. Three Meadows North Site Condominium
 - B. 3010 Mechanic – Paragon Warehouse Building
 - C. 285 Industrial – AAA Self Storage Expansion

- V. Public Hearing**
 - A. Sec. 36-5 – Dwelling & Sec. 18-172 – Zoning Requirements.

- VI. Old Business**
 - A. No old business

- VII. New Business**
 - A. Capital Improvement Plan

- VIII. Zoning Administrator Report**

- IX. Commissioners' Comments**

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

- XI. Adjournment**
 - Next meeting: Wednesday, July 17, 2024 at 5:30 pm



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

Minutes

Planning Commission
May 15, 2024

- I. Call to Order 5:30 pm Meeting called to order at 5:30 PM. All Commissioners were present aside from Commissioner McConnell. Nobody attended from the public. City Planner Alan Beeker was in attendance.
A. Pledge of Allegiance
B. Roll Call
II. Public Comment None. Any agenda item – 3 min. limit
III. Consent Items Morrisey motioned to approve; seconded by Laycock. All in favor.
A. Approval of agenda
B. Approval of Planning Commission 4/17/2024 minutes
IV. Old Business PC engaged in a discussion about lighting. Beeker began by describing his research regarding the ordinances and enforcement mechanisms of back-lit signage in other Michigan municipalities. The Commissioners discussed the benefits and drawbacks of such an ordinance, but concluded that more needed to be known about the precise measurements of light output. Thus, they tabled the discussion, asking Beeker to investigate light outputs and industry standards ahead of the June meeting.
A. Sec. 26-9 – Special Condition Signs
V. New Business Morrisey recommended some grammatical changes to the ordinance wording. After some discussion, the PC agreed to make the minimum footprint even smaller, down to 600 sq. ft. The Commissioners agreed unanimously to send the proposed ordinance change to public hearing, motioned by Laycock and seconded by Kniffin.
A. Sec. 36-5 – Dwelling & Sec. 18-172 – Zoning Requirements.
VI. Zoning Administrator Report Beeker updated the PC on Meijer, Aldi, and the Keefer House.
VII. Commissioners’ Comments Kniffin expressed his desire to continue considering ways to encourage building.
VIII. Public Comment None. Any Commission related item – 3 min. limit
IX. Adjournment
Next meeting: Wednesday, June 19, 2024 at 5:30 pm The meeting adjourned at 6:30.



TO: Planning Commission

FROM: Zoning Administrator

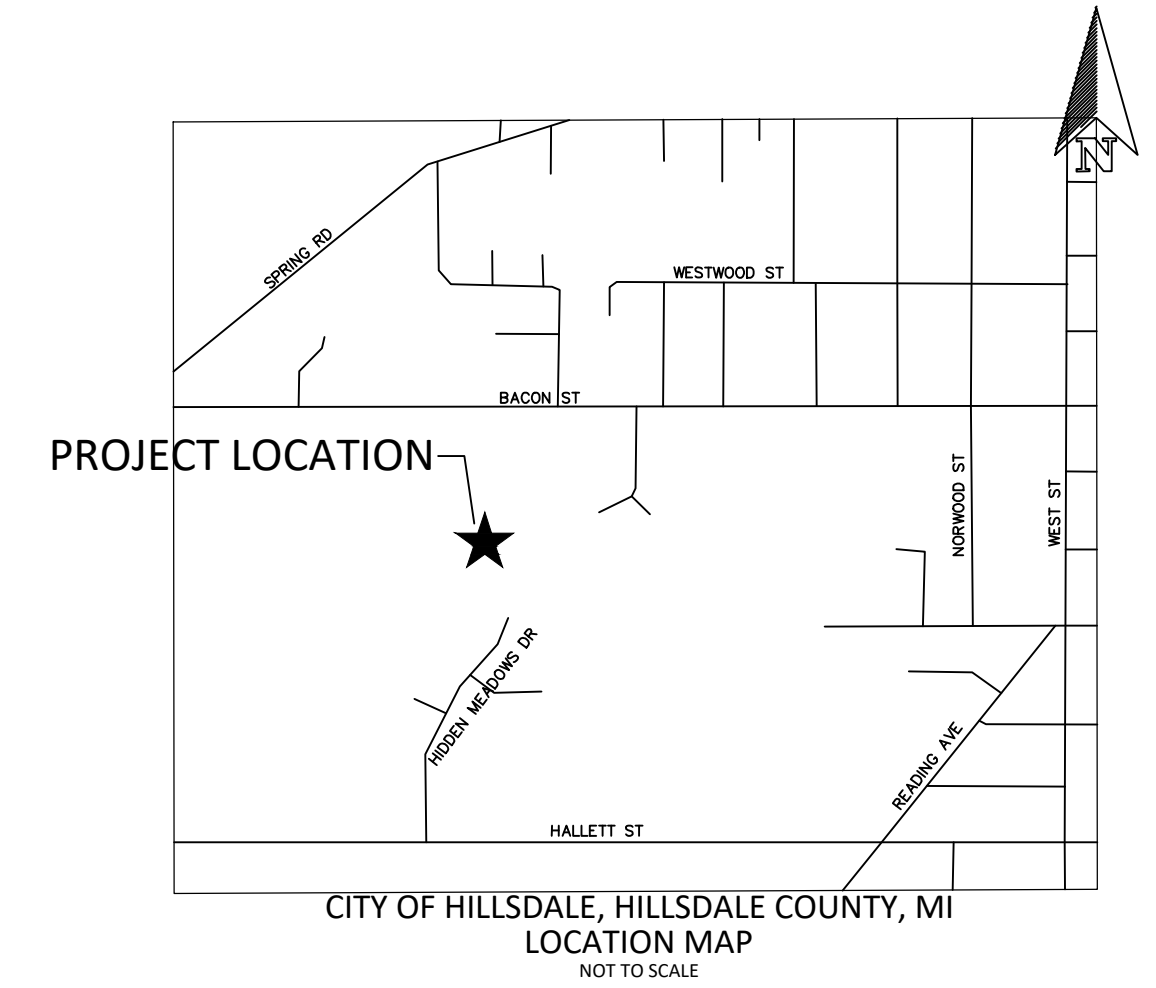
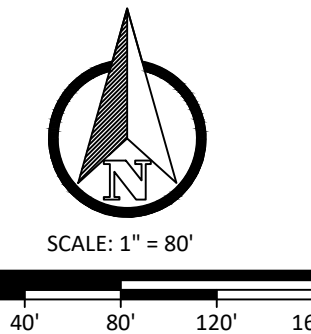
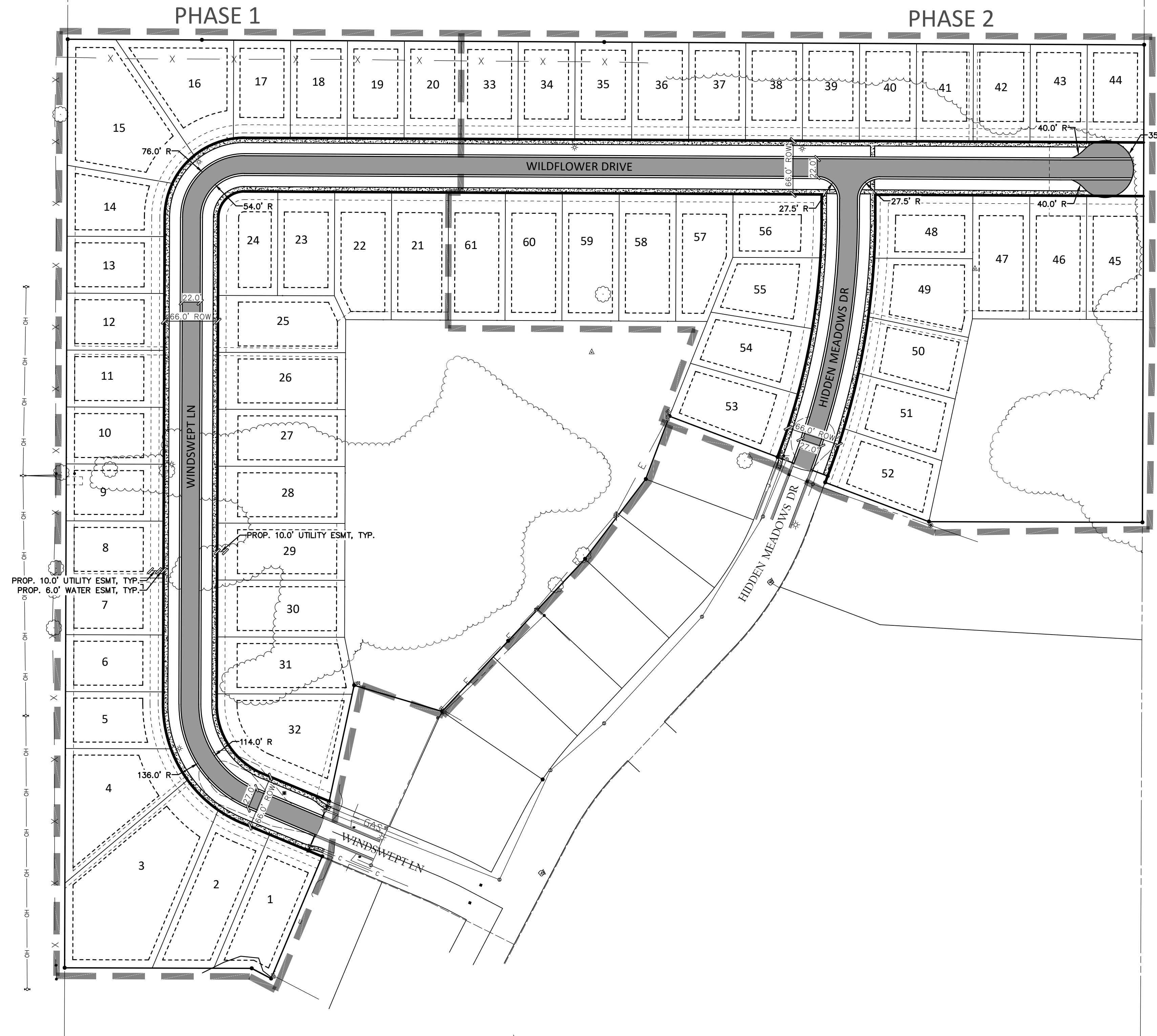
DATE: June 16, 2024

RE: Site Plan Review – Three Meadows North

Background: Green Development Ventures LLC has submitted for preliminary review the plans for the site condominium for the property on the north side of the existing Three Meadows sub-division. The submission included the site plan, proposed structures, and master deed draft. The site plan has been reviewed by the city department heads. Planning Commission members shall visit the site for field review. Zoning Administrator is requesting a recommendation to approve the preliminary site condominium plan to Council.

**CITY OF HILLSDALE
HILLSDALE COUNTY, MICHIGAN**

**THREE MEADOWS NORTH
SITE CONDOMINIUM**



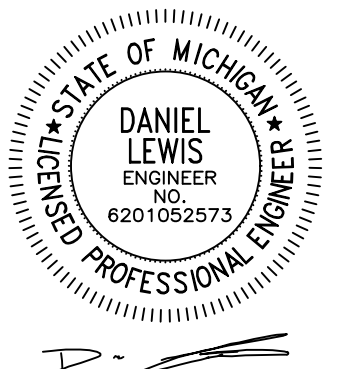
PLAN INDEX

SHEET No.	DESCRIPTION
COVER	TITLE SHEET
C200	EXISTING CONDITIONS & DEMO PLAN
C300	SITE PLAN
C400	GRADING PLAN

- SITE NOTES:**
- PARCEL NUMBER: 006-327-351-01
 - LEGAL DESCRIPTION: COM SW COR SEC 27 TH N00°06'44"W ALG W LN SW¼ 726.31 FT FOR POB TH CONT N00°06'44"W ALG SD W LN 1141.93 FT TH N90°E 1324.22 FT TO E LN W¼ SD SW¼ TH S00°05'30"E ALG SD E LN 587.23 FT TO INT PLAT LN THREE MEADOWS NO 1 TH ALG SD PLAT LN S89°53'24"W 262.66 FT TH N69°36'16"W 136.35 FT TH N20°23'44"E 8.44 FT TH N69°36'16"W 207.99 FT TH S20°24'06"W 82.73 FT TH S36°55'59"W 123.36 FT TH S42°53'44"W 256.98 FT TH N73°46'44"W 112.84 FT TH S11°50'46"W 145.87 FT TH S22°23'44"W 66 FT TH S67°36'16"E 18.33 FT TH S22°23'44"W 162.69 FT TH N62°36'16"W 26.96 FT TH S89°53'24"W 230.23 FT TO POB 22.64A M/L UNPLATTED SEC 27 T1ES R3W THIRD WARD SPLIT ON 09/09/2019 TO EXC 006-327-351-03 (INCLUDED IN ERROR); 4/4/2023 LOT LN ADJ OUT OF 006-327-351-01 (RETAINED) COMB W/ 006-327-301-02 (RETAINED);
 - SITE AREA: TOTAL = 22.64 ACRES
 - PROPERTY ZONED: R-1
 - ROADS = PUBLIC
 - DRAINAGE
 - STORM PIPE = PUBLIC
 - STORM PONDS = USING EXISTING STORM PONDS
 - SANITARY SEWER = PUBLIC
 - WATER = PUBLIC
 - STREET LIGHTING = SHALL MEET VILLAGE OF VICKSBURG STANDARDS
 - NO FLOODPLAIN EXISTS ON PROPERTY
 - NO WETLANDS EXIST ON PROPERTY
 - HEIGHTS OF ALL BUILDINGS TO BE MAXIMUM OF 35'
 - ROAD NAMES TO BE APPROVED BY HILLSDALE COUNTY PLANNING
 - SIDEWALKS TO BE A MINIMUM OF 5 FT IN WIDTH
 - MINIMUM LOT REQUIREMENTS:
 - MINIMUM LOT AREA: 8,400 SQ FT
 - MINIMUM LOT FRONTAGE: 70 FT
 - MINIMUM FRONT YARD SETBACK: 25 FT
 - MINIMUM REAR YARD SETBACK: 10 FT
 - MINIMUM SIDE YARD SETBACK: 8 FT
 - PROJECT TO BE CONSTRUCTED IN TWO PHASES.
 - PUBLIC WATER CONNECTIONS SHALL BE COORDINATED WITH THE CITY OF HILLSDALE
 - DENSITY CALCULATION TOTAL ACREAGE 22.64 ACRES = PROPOSED 61 UNITS (0.37/ACRES)
 - OPEN SPACE REQUIREMENTS N/A = PROVIDED 4.76 ACRES (21.0%)

OWNER
ALLEN EDWIN HOMES
2186 E. CENTRE STREET
PORTAGE, MI 49002
CHRIS KOHANE
(616) 878-1748 (447)
CKOHANE@ALLENEDWIN.COM

DESIGN ENGINEER
VK CIVIL
4664 CAMPUS DR., STE 111
KALAMAZOO, MI 49008
DAN LEWIS, P.E.
269-697-7120
DAN@VKCIVIL.COM



**Know what's below.
Call before you dig.**

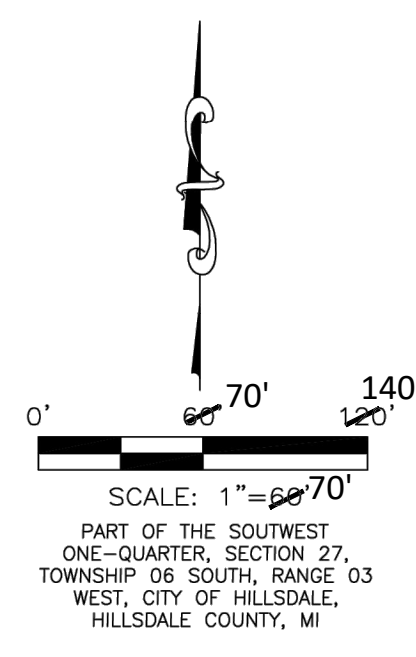
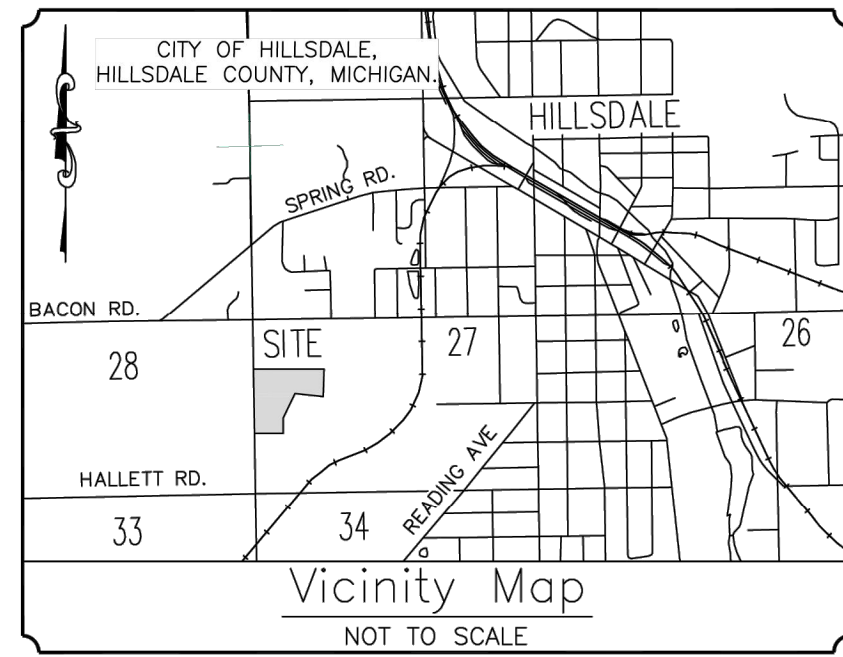
NOTE:
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NO.	DATE	REVISION	BY
1	5/17/2024	PRELIMINARY PLAN	NEF
2	5/24/2024	PRELIMINARY PLAN SUBMITTAL	JTR

CITY OF HILLSDALE
HILLSDALE COUNTY, MICHIGAN
**THREE MEADOWS NORTH
COVER SHEET**

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FILE NO.	1353
CHECKED	GPW
SHEET NO.	C000



BENCHMARKS

ELEVATIONS ARE DERIVED FROM GPS OBSERVATIONS REFERENCING GRS80/GEOD18 TO DETERMINE ELEVATIONS IN THE NAVD88 VERTICAL DATUM.

BENCHMARK NO. 1
NORTHEAST FLANGE BOLT ON HYDRANT WITH "BURY" TAG ON THE EAST SIDE OF HIDDEN MEADOWS DRIVE NORTH OF FOXTAIL LANE
ELEVATION: 1147.72 (NAVD88 DATUM).

BENCHMARK NO. 2
NORTHEAST FLANGE BOLT ON HYDRANT WITH "BURY" TAG ON THE EAST SIDE OF HIDDEN MEADOWS DRIVE AT THE INTERSECTION WITH WINDSWEEP LANE
ELEVATION: 1156.91 (NAVD88 DATUM).

BENCHMARK NO. 3
TOP OF STEEL BAR IN CONCRETE AT THE SOUTHWEST CORNER OF WINDSWEEP LANE ON THE BOUNDARY OF THREE MEADOWS NO. 1 SUBDIVISION
ELEVATION: 1161.30 (NAVD88 DATUM).

CONTROL POINTS (CP)

CONTROL POINT NO 86753
2 1/8" BAR WITH TRAVELER CAP LOCATED IN NORTHWEST OF LOT 10, THREE MEADOWS NO. 1 SUBDIVISION.
N: 152019.002, E: 13046567.221
ELEVATION: 1166.61 (NAVD88 DATUM).

CONTROL POINT 1236
1/2" STEEL BAR IN CONCRETE LOCATED AT THE SOUTHWEST CORNER OF WINDSWEEP DRIVE, WEST OF LOT 2, THREE MEADOWS NO. 1 SUBDIVISION.
N: 151405.822, E: 13046218.805
ELEVATION: 1161.30 (NAVD88 DATUM).

GENERAL NOTES

- THIS DOCUMENT IS A TOPOGRAPHIC SURVEY ONLY AND MUST NOT BE USED TO CONVEY TITLE OR DETERMINE TITLE LINES. THIS DRAWING IS NOT A CERTIFIED SURVEY BUT IS COMPILED FROM EXISTING FIELD SURVEY DATA.
- UTILITY LINES SHOWN WERE BASED ON PLANS PROVIDED UNDER A MISS DIG DEMAC TICKET NO. 2024042601797.
- DIMENSIONS SHOWN ARE IN INTERNATIONAL FEET AND DECIMALS THEREOF.
- THE WORD "CERTIFY" OR "CERTIFICATION" AS USED HEREIN IS AN EXPRESSION OF A PROFESSIONAL OPINION BY THE SURVEYOR BASED UPON HIS BEST KNOWLEDGE, INFORMATION, AND BELIEF, AS SUCH, IT DOES NOT CONSTITUTE A GUARANTEE OR WARRANTY, EXPRESSED OR IMPLIED, OR LEGAL OPINION.
- LOT LINES AND PARCEL LINES SHOWN ARE APPROXIMATE AND SHOWN FOR REFERENCE ONLY.

FEMA 100 YEAR FLOODPLAIN

BY GRAPHIC PLOTTING ONLY, THIS PARCEL IS LOCATED IN ZONE X OF THE FLOOD INSURANCE RATE MAP NUMBER 26059C0167D WHICH BEARS AN EFFECTIVE DATE OF 2/19/2014.

UNDERGROUND UTILITY NOTE

THE UNDERGROUND UTILITIES SHOWN HAVE BEEN LOCATED FROM FIELD OBSERVATIONS AND/OR EXISTING DRAWINGS AS PROVIDED BY THE FACILITY OWNER. THE UNDERGROUND UTILITIES SHOWN MAY NOT COMPRISE ALL SUCH UTILITIES ON OR NEAR THE SURVEYED PARCEL, EITHER IN SERVICE OR ABANDONED. THE LOCATION OF BURIED UTILITIES ARE SHOWN TO INDICATE THAT A UTILITY EXISTS, BUT MAY REQUIRE SUB-SURFACE INVESTIGATION TO DETERMINE THE EXACT LOCATION.

LEGEND

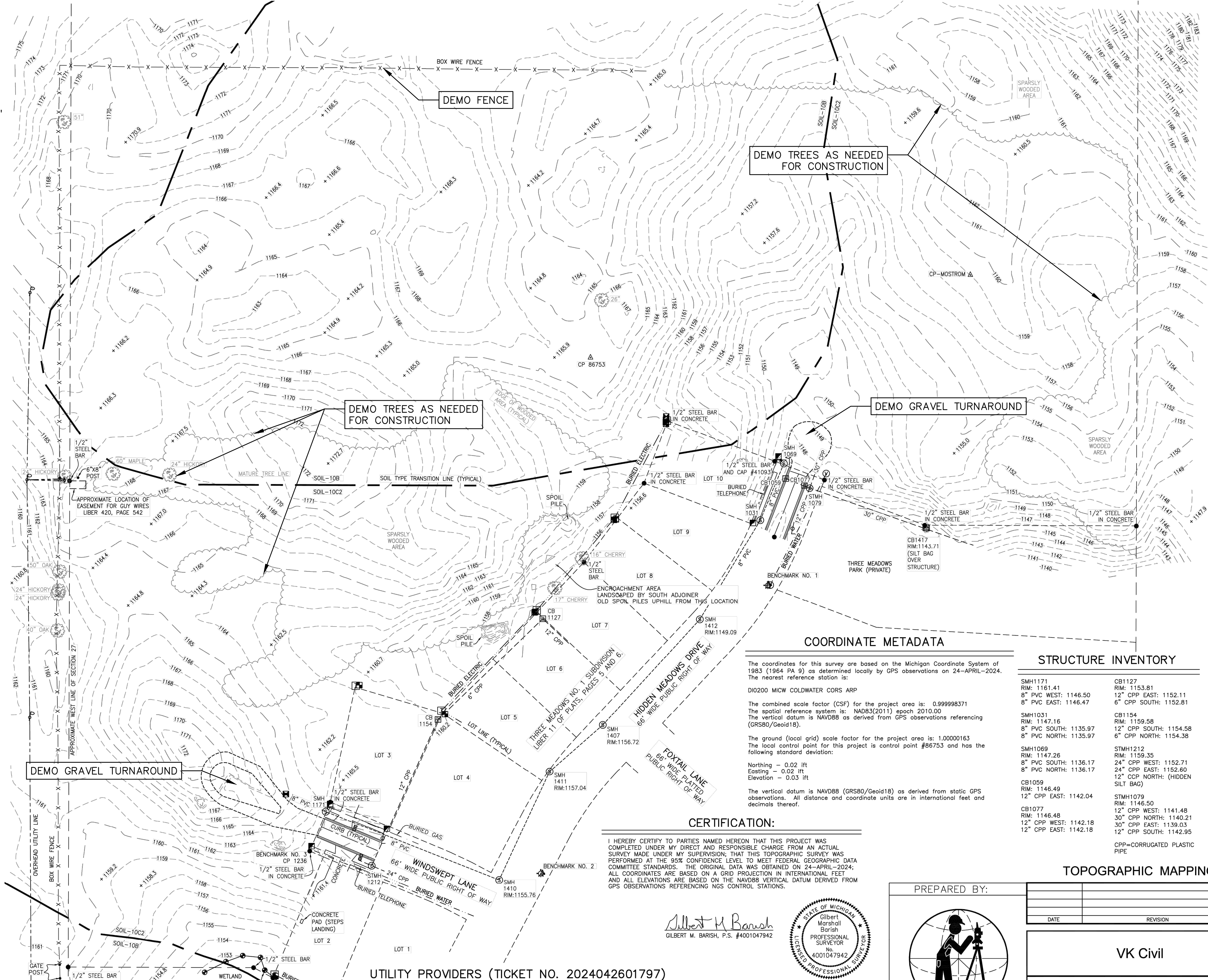
- | | | |
|-----------------------|-------------------------------|-----------------------|
| Power Pole | Flag Pole | Storm Manhole |
| Power Pole w/Light | Sign (As Noted) | Storm Catchbasin |
| Light Pole | Well Head | Deciduous Tree |
| Telephone Pole | Satellite Dish | Coniferous Tree |
| Guy Wire | Tower | Sanitary Manhole |
| Transformer | Water Valve | Sanitary Clean Out |
| Electric Manhole | Fire Hydrant | Gas Valve |
| Telephone Manhole | Water Manhole | Gas Manhole |
| Telephone Pedestal | Water Meter Pit | Gas Meter |
| Electric Meter | Water Meter | Gas Marker |
| Cable Box | Indicates Handicapped Parking | Section Corner |
| Air Conditioner Unit | Set 5/8" Bar & Cap | Found Corner Monument |
| Easement Identifier | Parking Count | Monitoring Well |
| Distance not to scale | Mailbox | |

ABBREVIATIONS

- | | | |
|----------------|-----------------------|-----------------------|
| R = RECORDED | T-N = TOWN - NORTH | AVE. = AVENUE |
| M = MEASURED | R-E = RANGE - EAST | BLVD. = BOULEVARD |
| C = CALCULATED | SQ. FT. = SQUARE FEET | CT. = COURT |
| N = NORTH | NE = NORTHEAST | RD. = ROAD |
| E = EAST | SE = SOUTHEAST | ST. = STREET |
| S = SOUTH | SW = SOUTHWEST | PIN = PARCEL |
| W = WEST | NW = NORTHWEST | IDENTIFICATION NUMBER |

USDA NRCS SOIL KEY

SOIL-10B HILLSDALE-RIDDLES COMPLEX, 2 TO 6 PERCENT SLOPES.
SOIL-10C2 HILLSDALE-RIDDLES COMPLEX, 6 TO 12 PERCENT SLOPES.



COORDINATE METADATA

The coordinates for this survey are based on the Michigan Coordinate System of 1983 (1964 PA 9) as determined locally by GPS observations on 24-APRIL-2024. The nearest reference station is:

DIG200 MICW COLDWATER CORS ARP

The combined scale factor (CSF) for the project area is: 0.999998371
The spatial reference system is: NAD83(2011) epoch 2010.00
The vertical datum is NAVD88 as derived from GPS observations referencing (GRS80/Geoid18).

The ground (local grid) scale factor for the project area is: 1.00000163
The local control point for this project is control point #86753 and has the following standard deviation:
Northing = 0.02 ft
Easting = 0.02 ft
Elevation = 0.03 ft

The vertical datum is NAVD88 (GRS80/Geoid18) as derived from static GPS observations. All distance and coordinate units are in international feet and decimals thereof.

STRUCTURE INVENTORY

SMH1171 RM: 1161.41 8" PVC WEST: 1146.50 8" PVC EAST: 1146.47	CB1127 RM: 1153.81 12" CPP EAST: 1152.11 6" CPP SOUTH: 1152.81
SMH1031 RM: 1147.16 12" CPP SOUTH: 1135.97 8" PVC NORTH: 1135.97	CB1154 RM: 1159.58 12" CPP SOUTH: 1154.58 6" CPP NORTH: 1154.38
SMH1069 RM: 1147.26 8" PVC SOUTH: 1136.17 8" PVC NORTH: 1136.17	STMH1212 RM: 1159.35 24" CPP WEST: 1152.71 24" CPP EAST: 1152.60 12" CPP NORTH: (HIDDEN SILT BAG)
CB1059 RM: 1146.49 12" CPP EAST: 1142.04	STMH1078 RM: 1146.50 12" CPP WEST: 1141.48 30" CPP NORTH: 1140.21 12" CPP WEST: 1142.18 12" CPP SOUTH: 1142.95
CB1077 RM: 1146.48 30" CPP EAST: 1138.03 12" CPP EAST: 1142.18	CPP-CORRUGATED PLASTIC PIPE

CERTIFICATION:

I HEREBY CERTIFY TO PARTIES NAMED HEREON THAT THIS PROJECT WAS COMPLETED UNDER MY DIRECT AND RESPONSIBLE CHARGE, FROM AN ACTUAL SURVEY MADE UNDER MY SUPERVISION, THAT THIS TOPOGRAPHIC SURVEY WAS PERFORMED AT THE 95% CONFIDENCE LEVEL TO MEET FEDERAL GEOGRAPHIC DATA COMMITTEE STANDARDS. THE ORIGINAL DATA WAS OBTAINED ON 24-APRIL-2024. ALL COORDINATES ARE BASED ON A GRID PROJECTION IN INTERNATIONAL FEET AND ALL ELEVATIONS ARE BASED ON THE NAVD88 VERTICAL DATUM DERIVED FROM GPS OBSERVATIONS REFERENCING NGS CONTROL STATIONS.

Gilbert M. Barish
GILBERT M. BARISH, P.S. #4001047942



UTILITY PROVIDERS (TICKET NO. 2024042601797)

Station Code	Authority Name	Phone	Status
ATTD	AT&T TELEPHONE	6188812268	Notification Sent
COMV4CTV	COMCAST CABLE TV	8559628525	Notification Sent
EMVST	EVERSTREAM FIBER OPTICS	3175086537	Notification Sent
HILLSDBLE	HILLSDALE BOARD OF PUBLIC UTILITIES ELECTRIC	5176104827	Notification Sent
HILLSDWTR	HILLSDALE BOARD OF PUBLIC UTILITIES POTABLE WATER	5176104827	Notification Sent
HILLSDSANN	HILLSDALE BOARD OF PUBLIC UTILITIES SANITARY SEWER	5176104827	Notification Sent
HILLSDSSTRM	HILLSDALE BOARD OF PUBLIC UTILITIES STORMSEWER	5176104827	Notification Sent
HDCD	HILLSDALE COUNTY DRAIN COMMISSION STORM SEWER	5174374181	Notification Sent
MGU88	MICHIGAN GAS UTILITIES GAS	2696052193	Notification Sent

This Survey is solely for the benefit of the parties set forth in the Surveyor's Certification. Geodetic Designs Incorporated disclaims any duty or obligation towards any party that is not identified in the Surveyor's Certification.

Geodetic Designs Incorporated will not include the providers of any third party reports in the Surveyor's Certification.

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PREPARED BY:



GEODETIC DESIGNS, INC.
2300 N. GRAND RIVER AVE.
LANSING, MI 48906
PHONE: (313) 908-0008
FAX: (313) 908-0009
WWW.GEODETICDESIGNS.COM

TOPOGRAPHIC MAPPING

DATE	REVISION	BY

VK Civil

Vacant Land Hillsdale, MI
Tax No. 006-327-351-01

DATE: 24-APRIL-2024 SCALE: 1" = 60'
DRAWN BY: GB JOB NUMBER: 5055-2024
CHECKED BY: JC SHEET 1 OF 1

NO.	DATE	REVISION	BY
1	5/17/2024	PRELIMINARY PLAN	NEF
2	5/24/2024	PRELIMINARY PLAN SUBMITTAL	JTR

CITY OF HILLSDALE
HILLSDALE COUNTY, MICHIGAN
THREE MEADOWS NORTH
EXISTING CONDITIONS & DEMO PLAN



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Kalamazoo, MI (269) 697-7120
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FILE NO. 1353
CHECKED GPW
Sheet No. C200

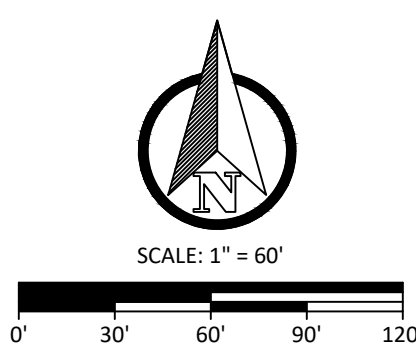
06-327-301-01
GABRIELE, JOHN & JUDY M
290 W BACON ST

006-327-301-02
BOWLES, JACK E
280 W BACON ST

006-327-326-13
BEACON HILL MI LDH
ASSOC LP
601 HEATHCLIFF DR

PHASE 1

PHASE 2



SYMBOL LEGEND

- ○ EXISTING TREE
- ⊕ SIGN
- ⊕ MAILBOX
- BOLLARD
- ⊕ LIGHT POLE
- ⊕ POWER POLE
- ⊕ GUYWIRE
- ⊕ COM/ELEC STRUCTURE
- ⊕ GAS METER
- ⊕ VALVE
- ⊕ HYDRANT
- ⊕ WELL
- ⊕ CLEANOUT
- ⊕ SANITARY SEWER MANHOLE
- ⊕ STORM CATCH BASIN
- ⊕ STORM MANHOLE
- ⊕ STORM FLARED END SECTION
- ⊕ RIP RAP
- FLOW DIRECTION ARROW
- ⊕ SECTION CORNER
- ⊕ PROPERTY CORNER - SET
- ⊕ PROPERTY CORNER - FOUND
- ⊕ BENCHMARK/CONTROL POINT
- ⊕ SOIL BORING

LINE LEGEND

- LANDSCAPING
- EXISTING OVERHEAD ELECTRIC
- PROPOSED OVERHEAD ELECTRIC
- EXISTING UNDERGROUND ELECTRIC
- PROPOSED UNDERGROUND ELECTRIC
- EXISTING GAS
- PROPOSED GAS
- EXISTING COMMUNICATIONS
- PROPOSED COMMUNICATIONS
- EXISTING FENCE
- PROPOSED FENCE
- RIGHT OF WAY
- EASEMENT
- SETBACK
- EXISTING GRAVEL
- PROPOSED GRAVEL
- EXISTING STORM SEWER
- PROPOSED STORM SEWER
- EXISTING SANITARY SEWER
- PROPOSED SANITARY SEWER
- EXISTING WATERMAIN
- PROPOSED WATERMAIN

HATCH LEGEND

- EXISTING HOT MIXED ASPHALT
- PROPOSED HOT MIXED ASPHALT
- EXISTING GRAVEL
- PROPOSED GRAVEL
- EXISTING CONCRETE
- PROPOSED CONCRETE
- OPEN SPACE AREA

006-328-400-010
HILLSDALE, COUNTY OF
320 W BACON ST

006-327-326-14
LEUTHEUSER, FRANK R II
120 W BACON ST

07-028-400-014-28-653
HILLSDALE COUNTY
SENIOR SERVICES
2100 W HALLETT RD

07-006-334-101-01
WILL CARLETON
CHARTER SCHOOL
120 W HALLETT RD



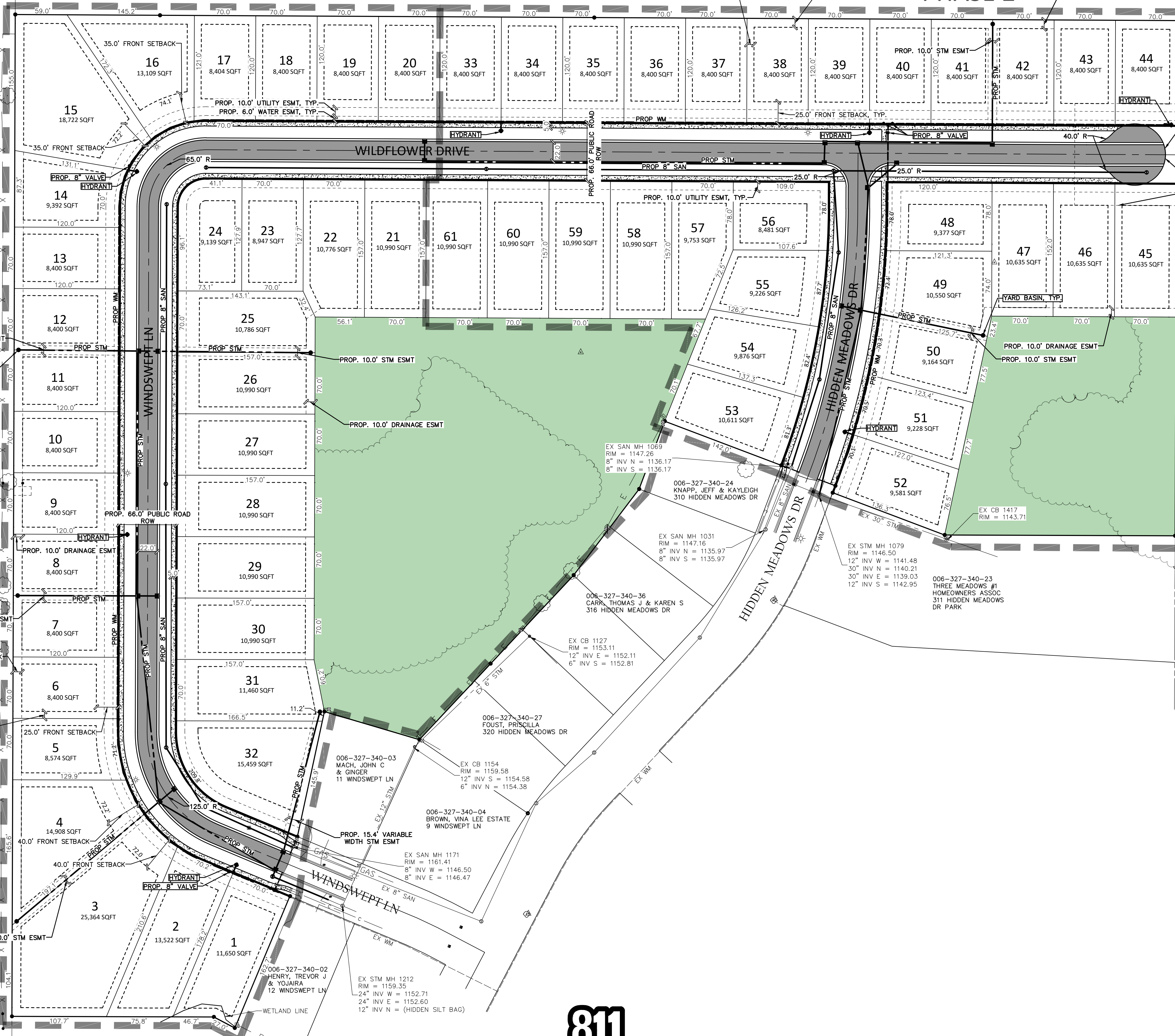
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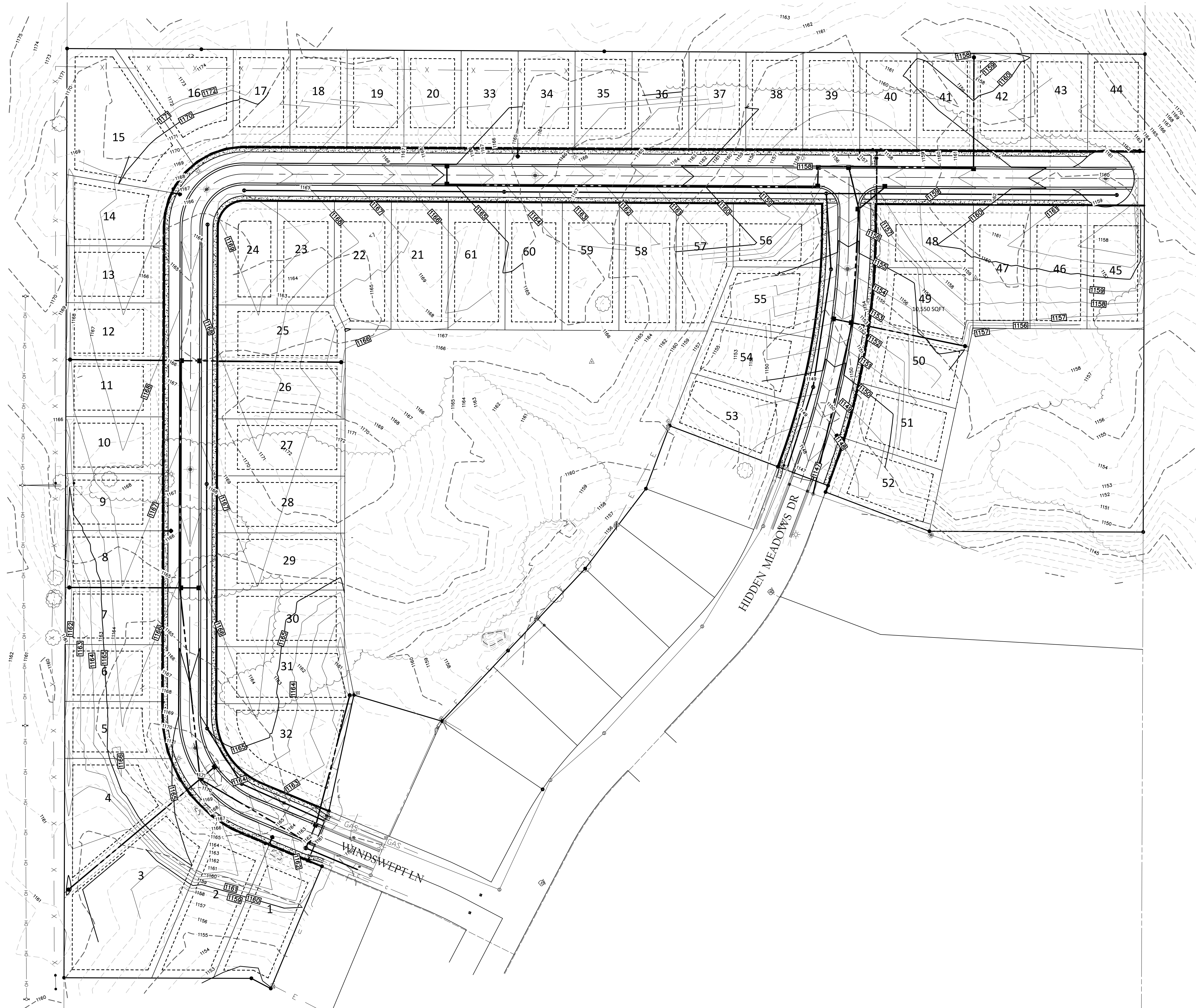
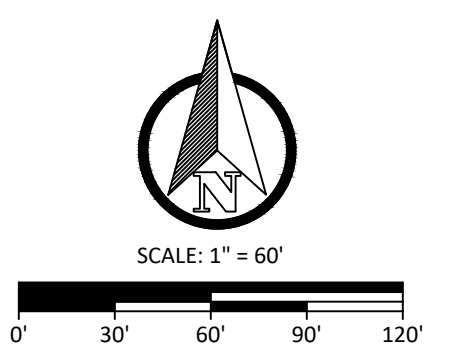
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CITY OF HILLSDALE
HILLSDALE COUNTY, MICHIGAN
**THREE MEADOWS NORTH
SITE PLAN**

Vriesman & Korhorn
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Byron Center, MI (616) 277-2185	FILE NO. 1353
Kalamazoo, MI (269) 697-7120	CHECKED GPW
	Sheet No. C300





Know what's below.
Call before you dig.

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CITY OF HILLSDALE
HILLSDALE COUNTY, MICHIGAN
**THREE MEADOWS NORTH
GRADING PLAN**



Byron Center, MI
(616) 277-2185
Kalamazoo, MI
(269) 697-7120

FILE NO. 1353
CHECKED GPW
Sheet No. C400

Three Meadows North Subdivision Sample Portfolio of Homes

May 22, 2024

**The following plans represent a sample set of homes which
may be constructed within the Three Meadows North Subdivision**

Integrity 1610 – 1,607 Square Foot Ranch

Integrity 1750 – 1,736 Square Foot Bi-Level

Integrity 1810 – 1,822 Square Foot Two-Story

Integrity 1830 – 1,830 Square Foot Two-Story

Integrity 2060 – 2,060 Square Foot Bi-Level

Integrity 2,280 – 2,278 Square Foot Two-Story

integrity 1610

1,607 SF

3-5 bedrooms

2-3 bathrooms

2-3 car attached garage



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Elevation A1

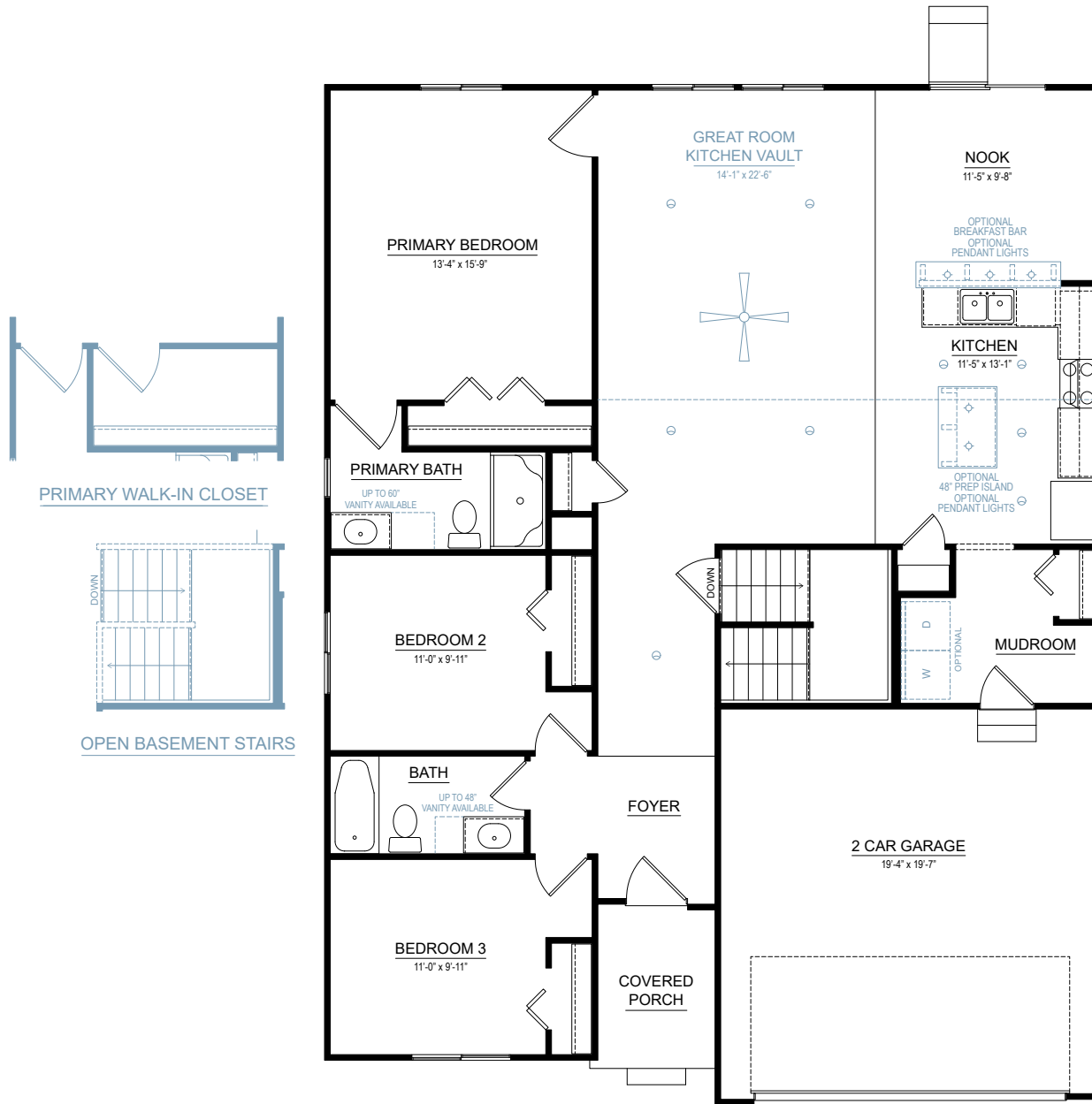


Elevation A2



Elevation A3

Elevation A



FIRST FLOOR

integrity 1750

1,736 SF

3-4 bedrooms

2-2.5 bathrooms

2 car attached garage



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Elevation A1



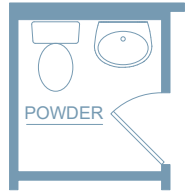
Elevation A2



Elevation A3

Elevation A

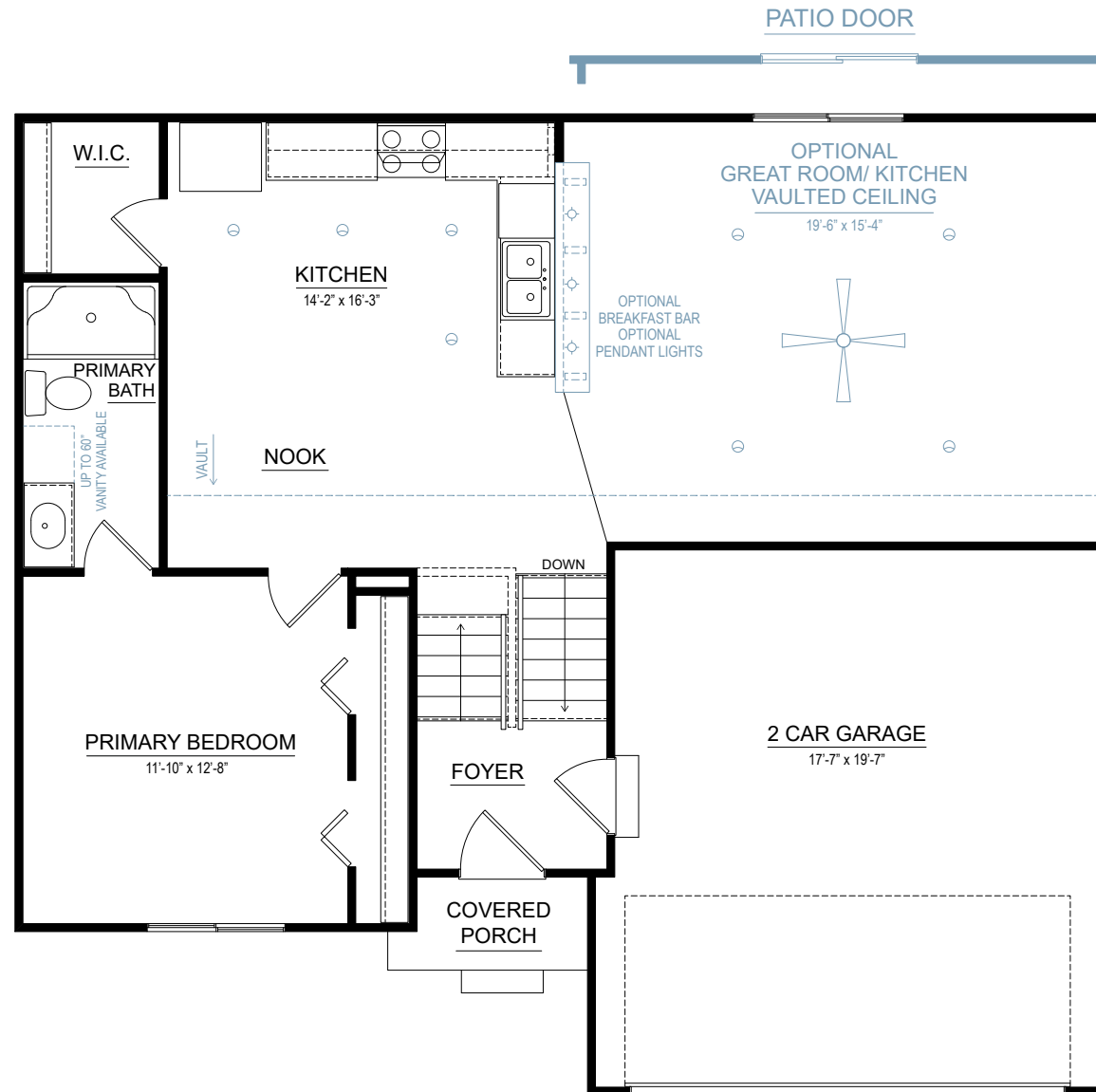
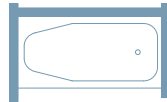
SMART SPACE
POWDER ROOM



SMART SPACE
PANTRY

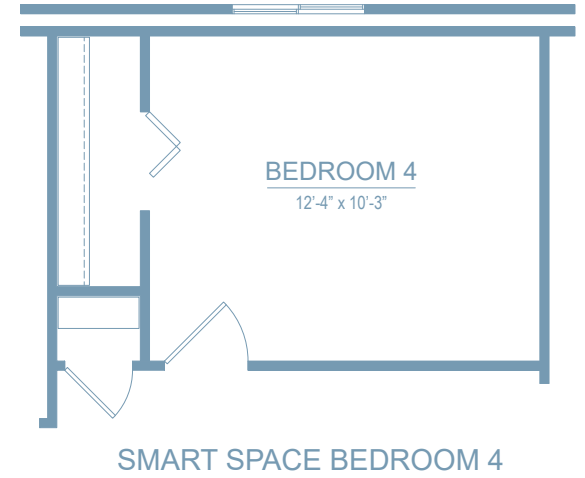
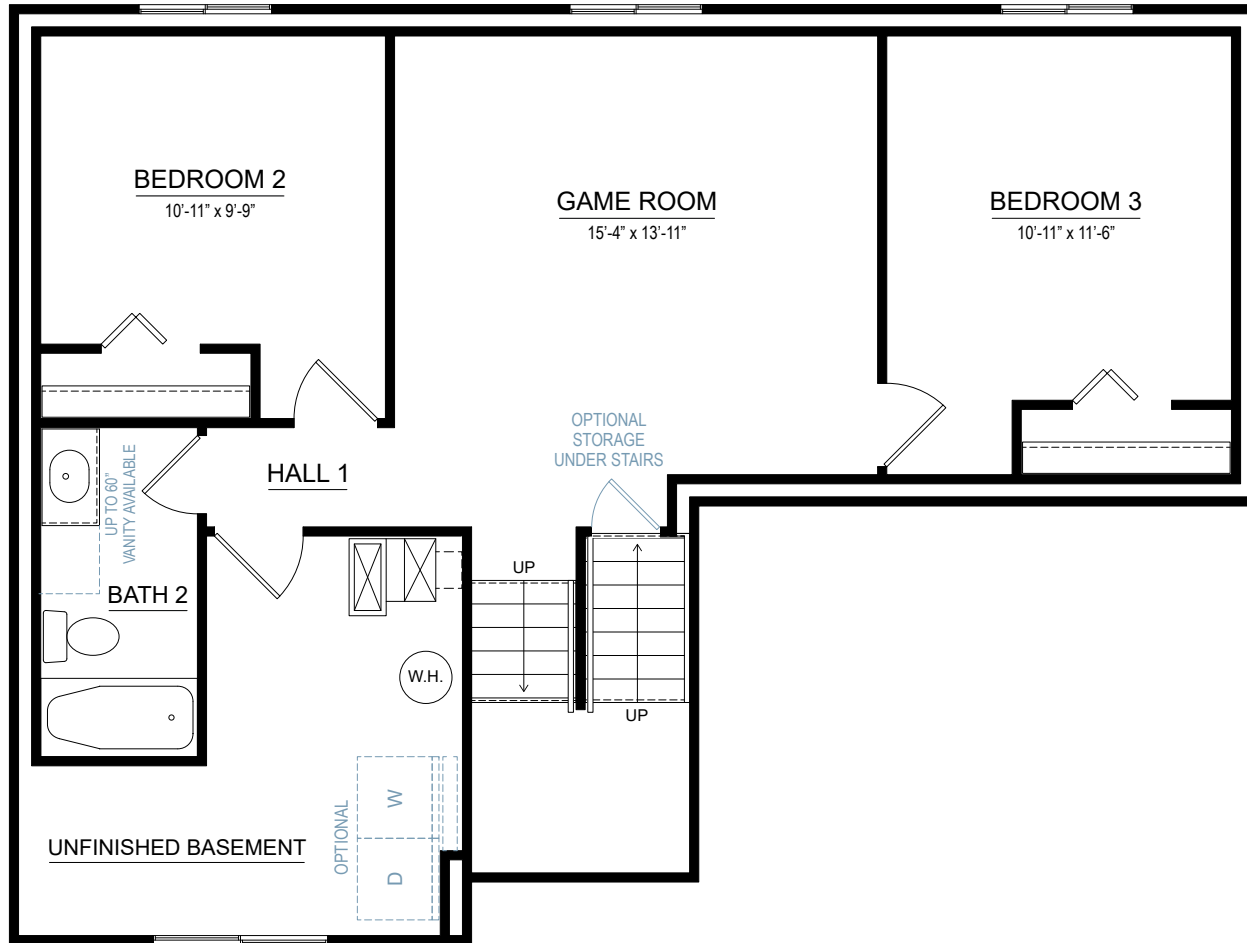


PRIMARY TUB/
SHOWER



FIRST FLOOR

WALKOUT PATIO DOOR



LOWER LEVEL

integrity 1810

1,822 SF

4 bedrooms

2.5-3.5 bathrooms

2-3 car attached garage



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Elevation A1

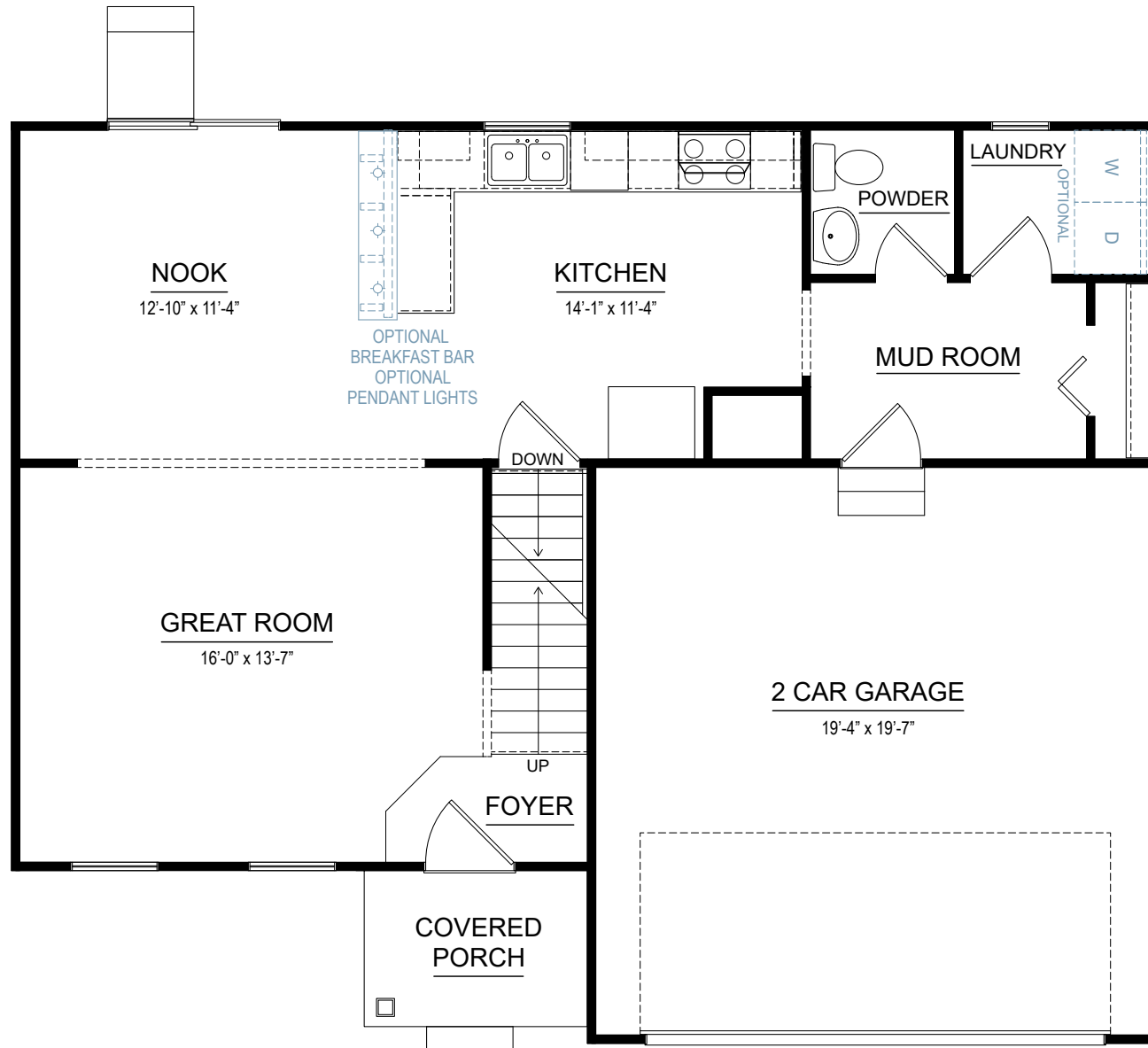


Elevation A2



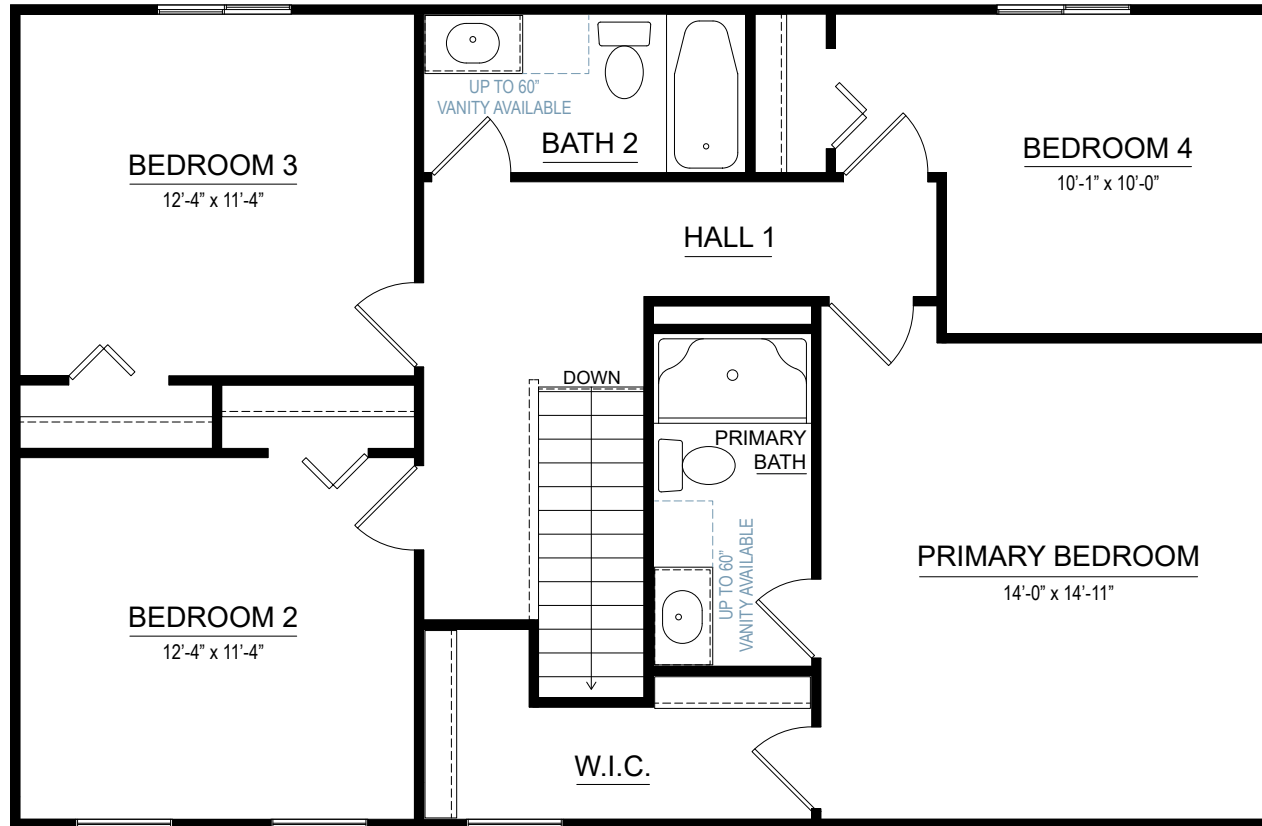
Elevation A3

Elevation A



FIRST FLOOR





SECOND FLOOR

integrity 1830

1,830 SF

4-5 bedrooms

2.5-3.5 bathrooms

2-3 car attached garage



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Elevation A1

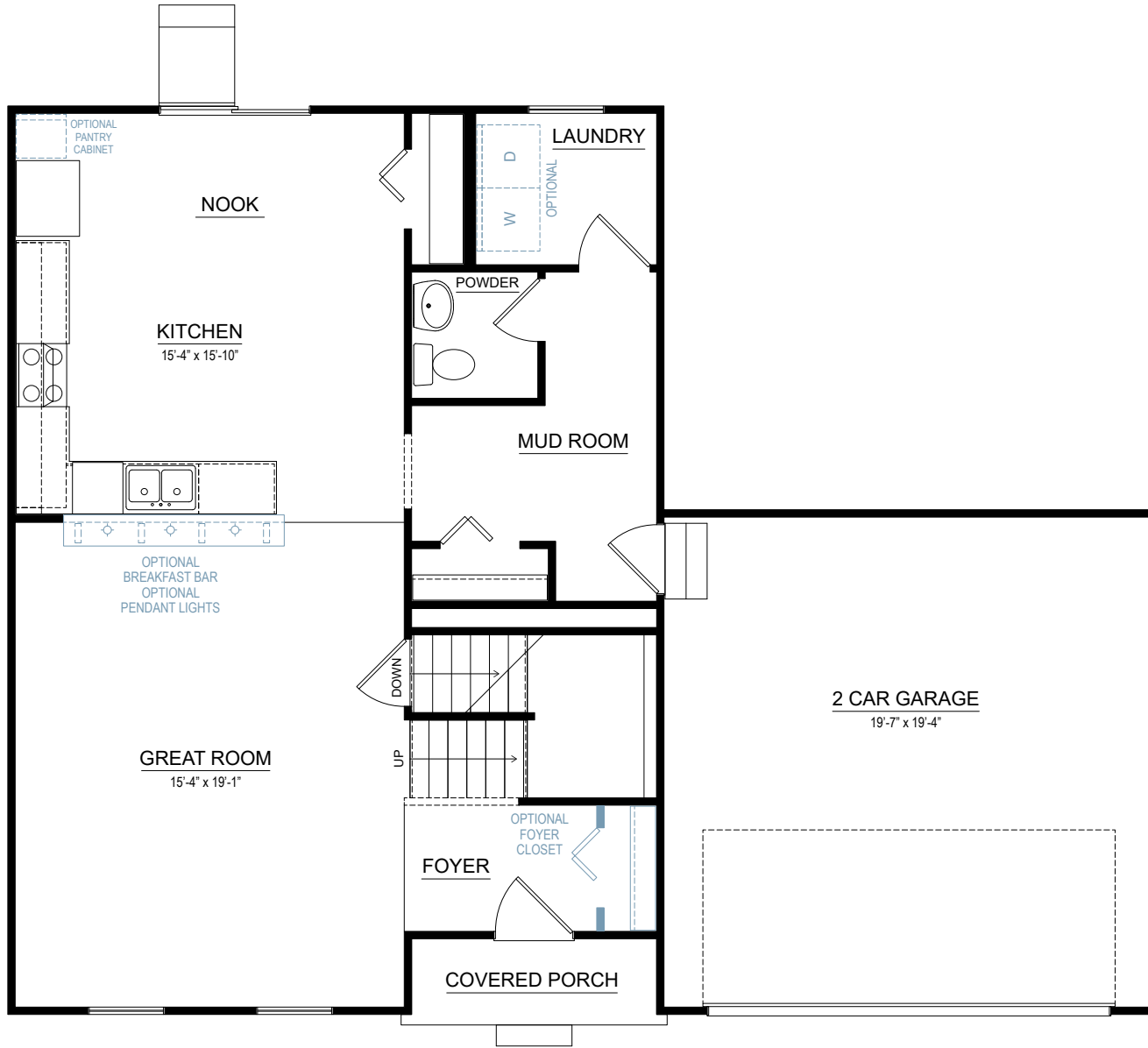


Elevation A2



Elevation A3

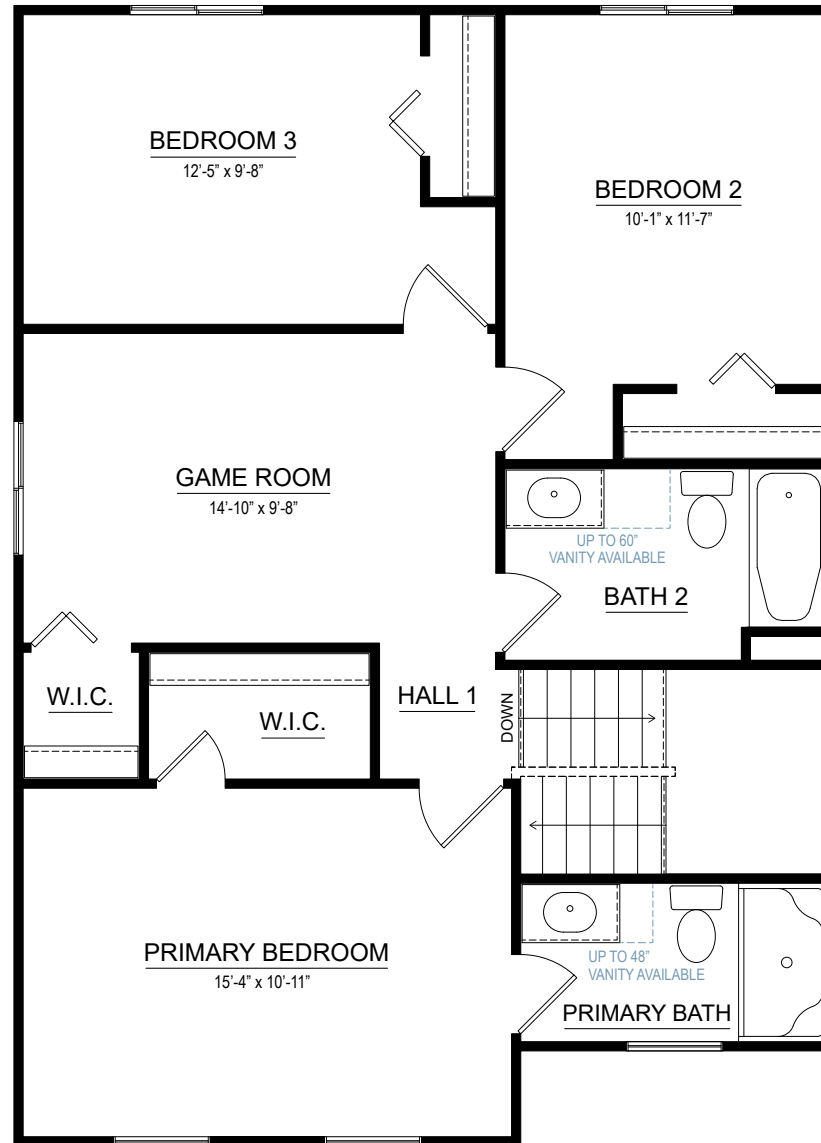
Elevation A



FIRST FLOOR



SMART SPACE BEDROOM 4



SECOND FLOOR

integrity 2060

2,060 SF

3-4 bedrooms

2-2.5 bathrooms

2 car attached garage



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Elevation A1

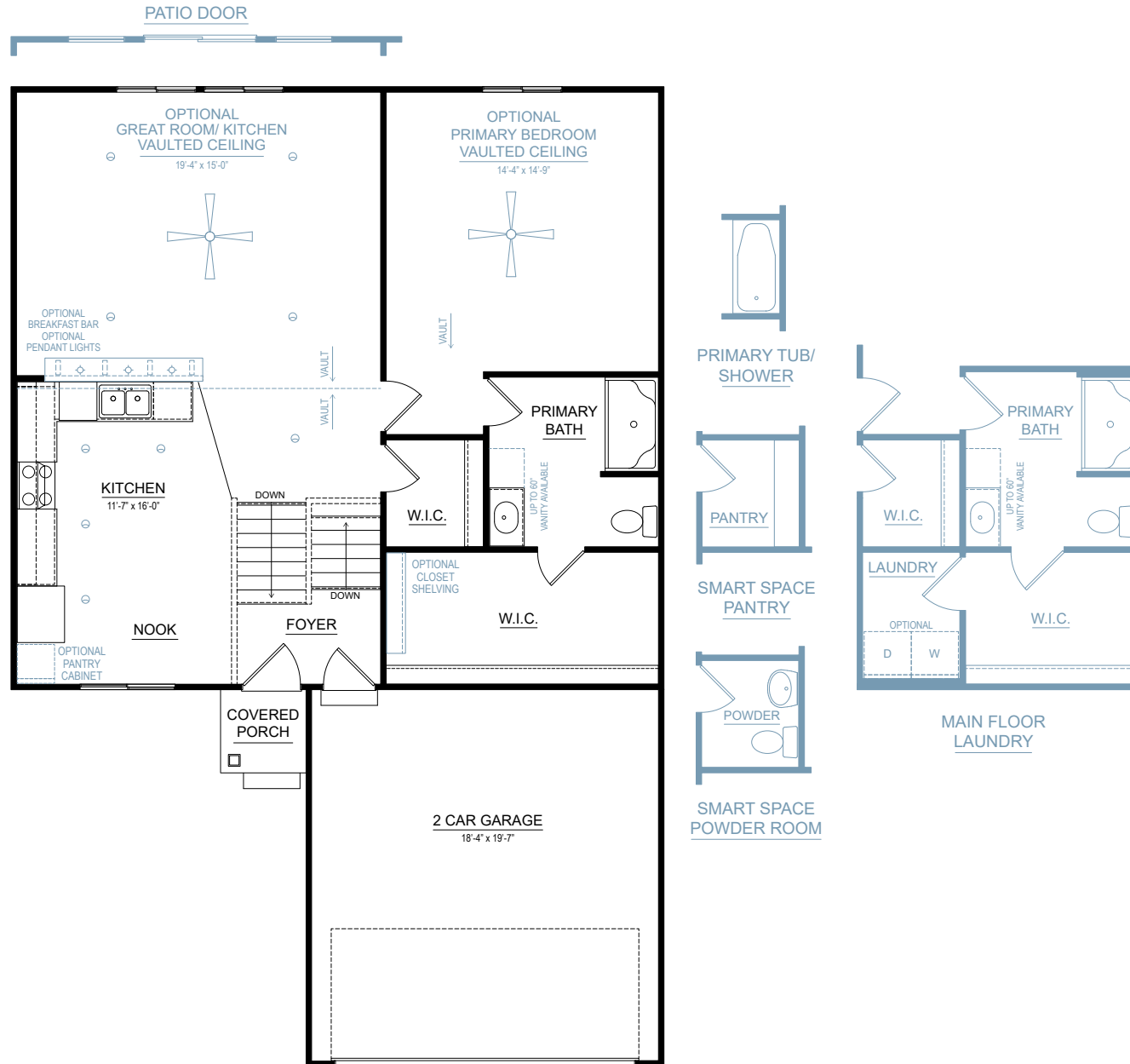


Elevation A2

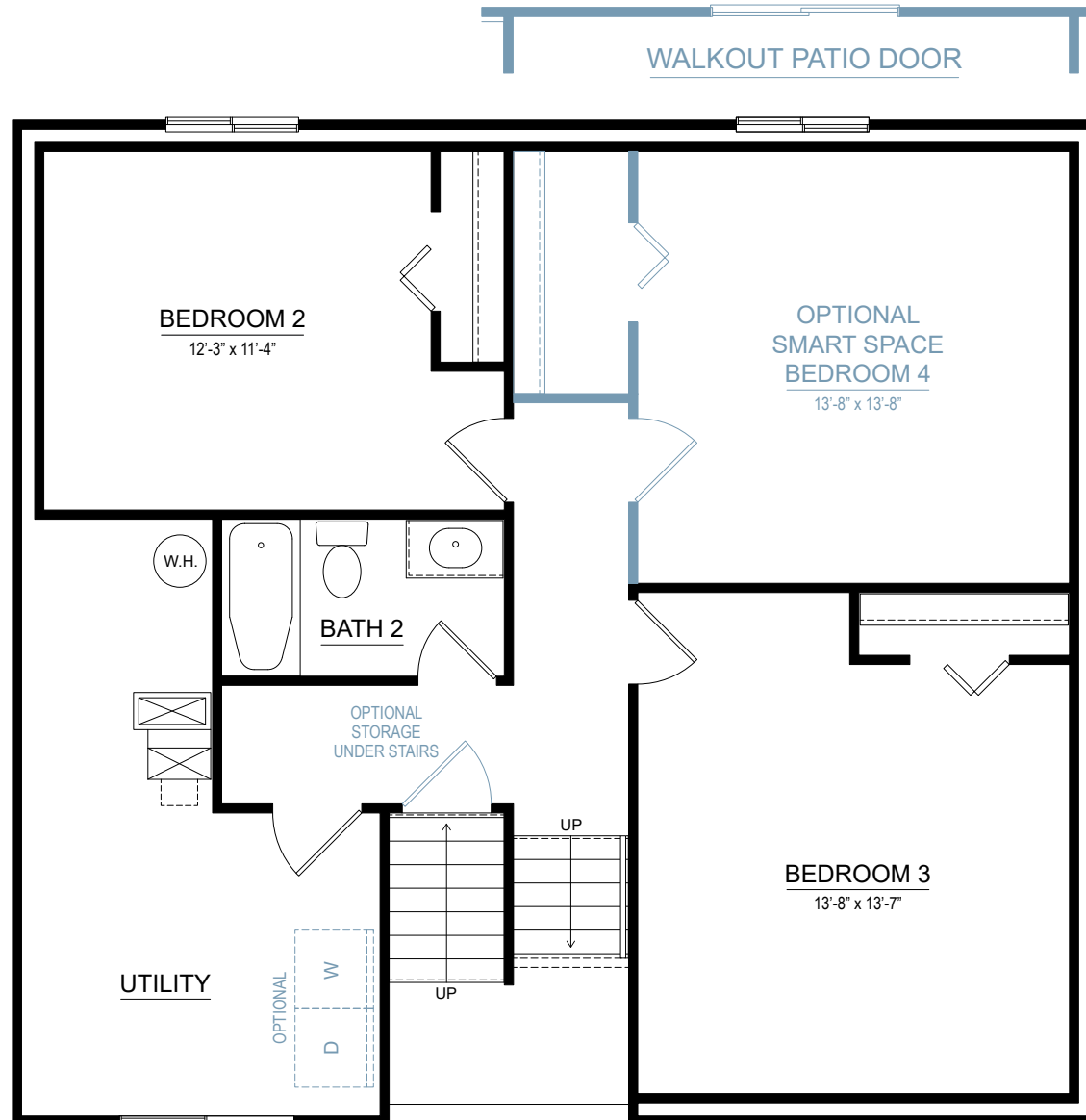


Elevation A3

Elevation A



FIRST FLOOR



LOWER LEVEL

integrity 2280

2,278 SF

3-6 bedrooms

2.5-4 bathrooms

2-3 car attached garage



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Elevation A1

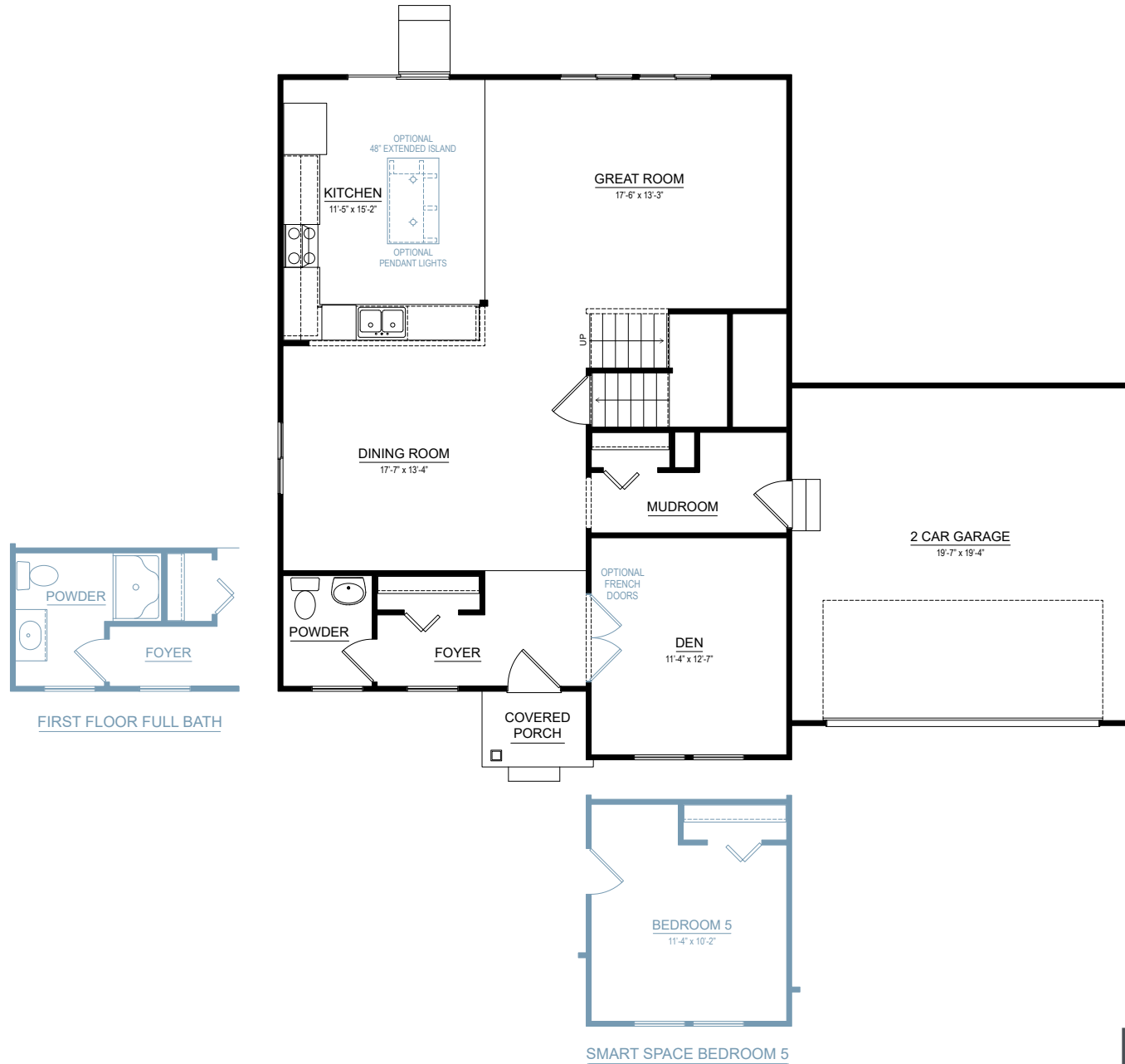


Elevation A2



Elevation A3

Elevation A



FIRST FLOOR



SECOND FLOOR

June 6, 2024

Plans for the proposed site condominium development located at 300 Hidden Meadows Drive, to be known as Three Meadows North were reviewed by the City Dept. Heads on June 6, 2024. Their comments are as follows:

Present: Jason Blake (Dept. of Public Services), Alan Beeker (Planning & Zoning), Eric Sheffer (Board of Public Utilities Electric), Dan Poole (Fire Department), Sam Fry (Economic Development), Scott Hephner (Public Safety), Kristin Bauer (City Engineer), Jeff Gier (Board of Public Utilities Water & Wastewater), Dan Lewis (Project Engineer), Chris Kohane (Project Developer), Mike West (Project Developer)

Public Safety

- Concerns with equipment access to rear of proposed sites along west and north sides of the development. Also concerned with delayed equipment response due to longer route to site because of restricted height of railroad viaduct over West Hallett.

Board of Public Utilities

- Electrical:
 - Requested electrical load calculations.
 - Confirmed electrical phase requirements
 - Confirmed that each new dwelling will have 200amp service
 - Required staking of lots.
- Water
 - No issues.
- Sanitary
 - No issues.

City Engineer

- Back of Curb (BOC) to BOC must be 28'-0".
- MDOT curb profile F4 is required for all new developments in the City. Existing curb profile is MDOT D2.
- Requested storm water calculations, existing and proposed.
- Development intends to connect to existing storm water system. Engineer is concerned that the existing system is already overtaxed.
- Developer will review storm water calculations from original proposed subdivision and verify the numbers will work. Developer will also contact the Drain Commission to verify the additional storm water discharge will be permitted.
- Requested copies of approvals from County Drain Commission prior to final City approvals.
- Confirm proposed cul de sac radius.
- Correct legend typos:
 - Village of Vicksburg
 - Hillsdale County Planning
 - Add MDOT standards required.

Public Services

- All new sidewalks must be min. 5'-0" wide.

Planning/Zoning

- The Planning Commission will review the preliminary submittal subdivision drawings at the regular June meeting. The Planning Commission will recommend approval or denial to the City Council.

The Planning Commission will review the drawings for preliminary approval at the regular meeting which will be held on June 19, 2024 at 5:30 pm. The location will be at City Hall, 97 N. Broad St. in the 3rd Floor Council Chambers.



TO: Planning Commission

FROM: Zoning Administrator

DATE: June 16, 2024

RE: Site Plan Review – 285 Industrial

Background: The owner of Paragon Meals located at 3010 Mechanic Drive is proposing a new 50' x 100' warehouse building. The project has been reviewed by the city department heads. Planning Commission members shall visit the site for field review. Zoning Administrator is requesting approval of the site plan.



COMMERCIAL SITE PLAN REVIEW APPLICATION

Applicant Name Shawn Miller (contractor)

Address for Paragon Metals
3010 Mechan Rd.
Hillsdale, MI 49242

Daytime Phone (517) 270-2308

Evening Phone ()

Property Address if other than above _____

Agent Name Rick Jenkins

Address 5160 Barker Rd
Jonesville, MI 49250

Daytime Phone (517) 212-0405

Evening Phone ()

Zoning I-1 Project Estimate \$150,000

Applicant Signature  Date June 3, 2024

Meeting Date _____

For projects requiring Planning Commission approval, all Site Plan Materials must be submitted along with a completed application and appropriate fees a minimum of 10 days prior to the next scheduled Planning Commission meeting.

Please submit to: **City of Hillsdale**
Planning and Zoning Department
97 North Broad Street
Hillsdale, Michigan 49242
p. – 517.437.6449

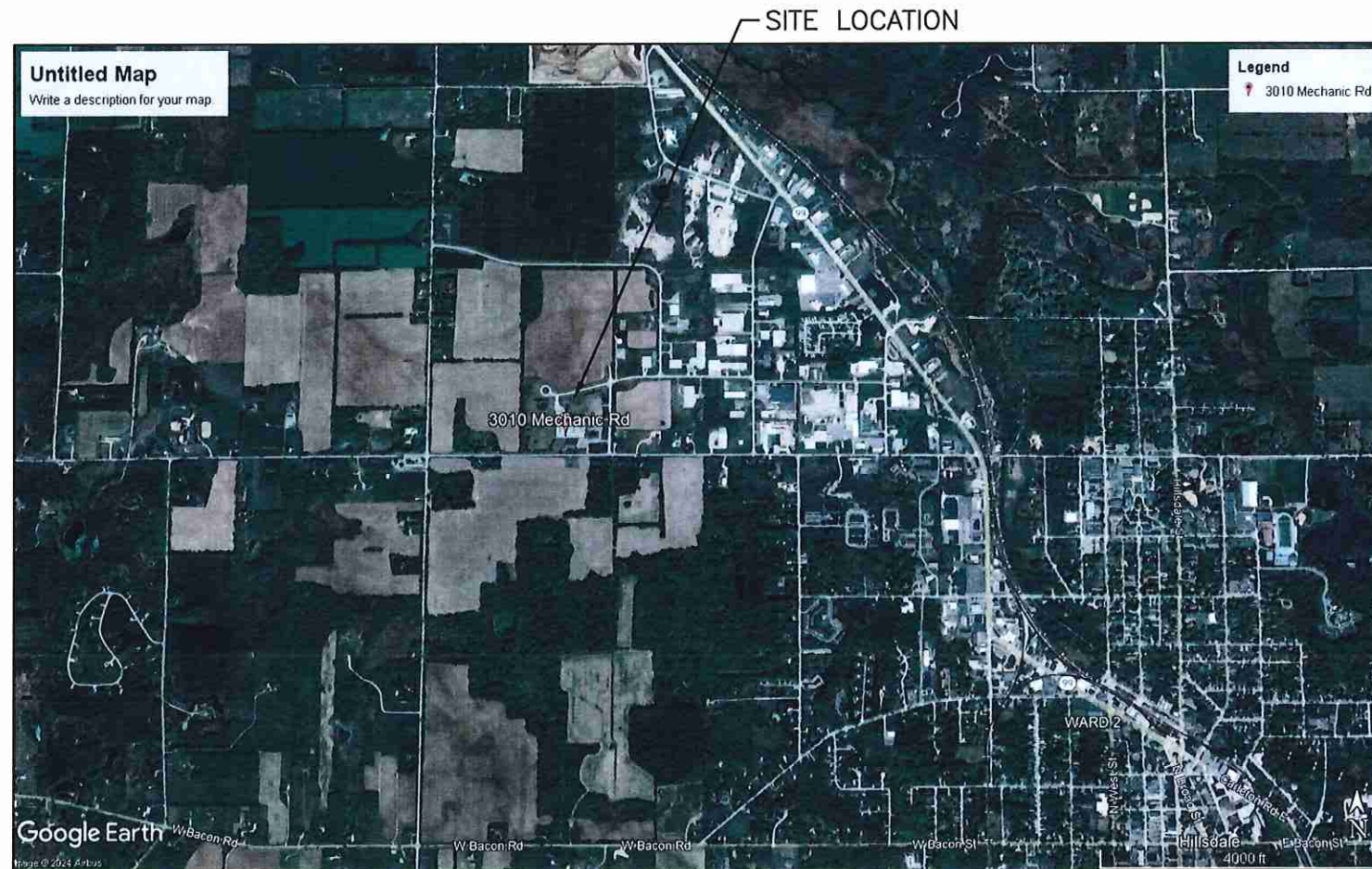
PARAGON METALS

3010 MECHANIC ROAD
CITY OF HILLSDALE, HILLSDALE COUNTY, MICHIGAN

GENERAL NOTES

ZONING

I-1 LIGHT INDUSTRIAL



SHEET INDEX

PLAN SHEET 01
PLAN SHEET 02
PLAN SHEET 03
PLAN SHEET 04
PLAN SHEET 05

TITLE SHEET
EXISTING
PROPOSED
BUILDING PLAN
ELEVATION VIEWS



**JENKINS
ENGINEERING**

5160 BARKER RD
JONESVILLE, MICHIGAN 49250
TEL. 517.212.0405



Call 811 or Click ... Before you Dig

REVISIONS

PLAN PREPARATION

TITLE SHEET

DRAWN BY

DATE

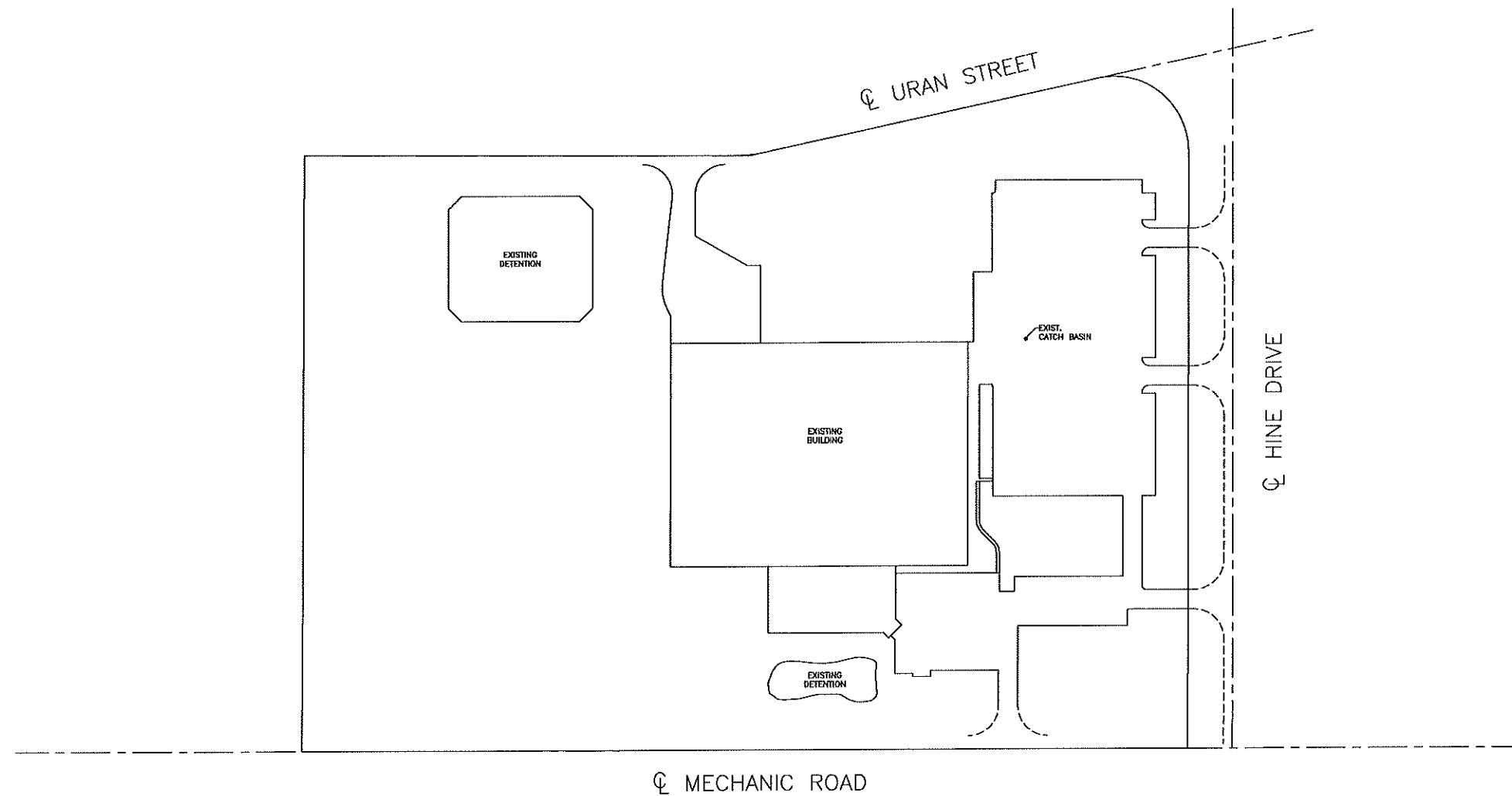
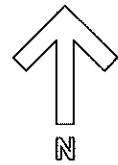
PLAN SHEET

R.J.J.

5-31-2024

01

PARAGON METALS
SITE PLAN



PROPERTY DESCRIPTION

COM W $\frac{1}{4}$ COR SEC 21 TH N89°57'27"E ALG E-W $\frac{1}{4}$ LN 1314.64 FT
TO W LN E $\frac{1}{2}$ NW $\frac{1}{4}$ FOR POB TH N00°10'50"E ALG SD W LN 800
FT TH S89°49'10"E PERP TO SD
W LN 600 FT TH N77°46'01"E 483 FT TH ALG CURVE TO RT
(DELTA: 102°18'44" RADIUS: 100 FT CHR D BRG: S51°04'37"E)
178.57 FT TH S00°04'45"W 801.69 FT TO
SD E-W $\frac{1}{4}$ LN TH S89°57'27"W ALG SD LN 1194.64 FT TO POB
22.7A+/- UNPLATTED SEC 21 T6S R3W SECOND WARD

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ENGINEERING**

5160 BARKER ROAD
JONESVILLE
MICHIGAN
49250

**PARAGON
METAL**

3010 MECHANIC STREET
HILLSDALE, MICHIGAN
49242

DRAWING TITLE

EXISTING

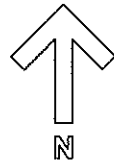
DATE:

JUNE 3, 2024

SCALE

1' = 200'

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DRIVE OPENING SPECIFICATIONS

NO DRIVE CONSTRUCTION NECESSARY

SOIL EROSION AND SEDIMENTATION CONTROL

SILT FENCE SHALL BE USED FOR SOIL EROSION DURING PERIODS OF TIME WHEN GRADE IS BEING EXCAVATED AND SHALL REMAIN IN PLACE UNTIL COMPLETION OF BUILDING.

DRAINAGE

DOWNSPOUTS OF THE PROPOSED BUILDING SHALL UTILIZE SURFACE DRAINAGE TO THE EAST ACROSS ASPHALT PARKING LOT TO CATCH BASIN LOCATED APPROXIMATELY 78' EAST OF THE NORTH-EAST CORNER OF THE EXISTING BUILDING.

DRAINAGE INFORMATION - PRE DEVELOPMENT

ROOF SURFACE	135,485 SQ. FT. (3.1 AC)
CONCRETE/ASPHALT DRIVE AND PARKING	167,800 SQ. FT. (3.8 AC)
GRASS/TREES/PLANTS	683,900 SQ. FT. (15.7 AC)

DRAINAGE INFORMATION - POST DEVELOPMENT

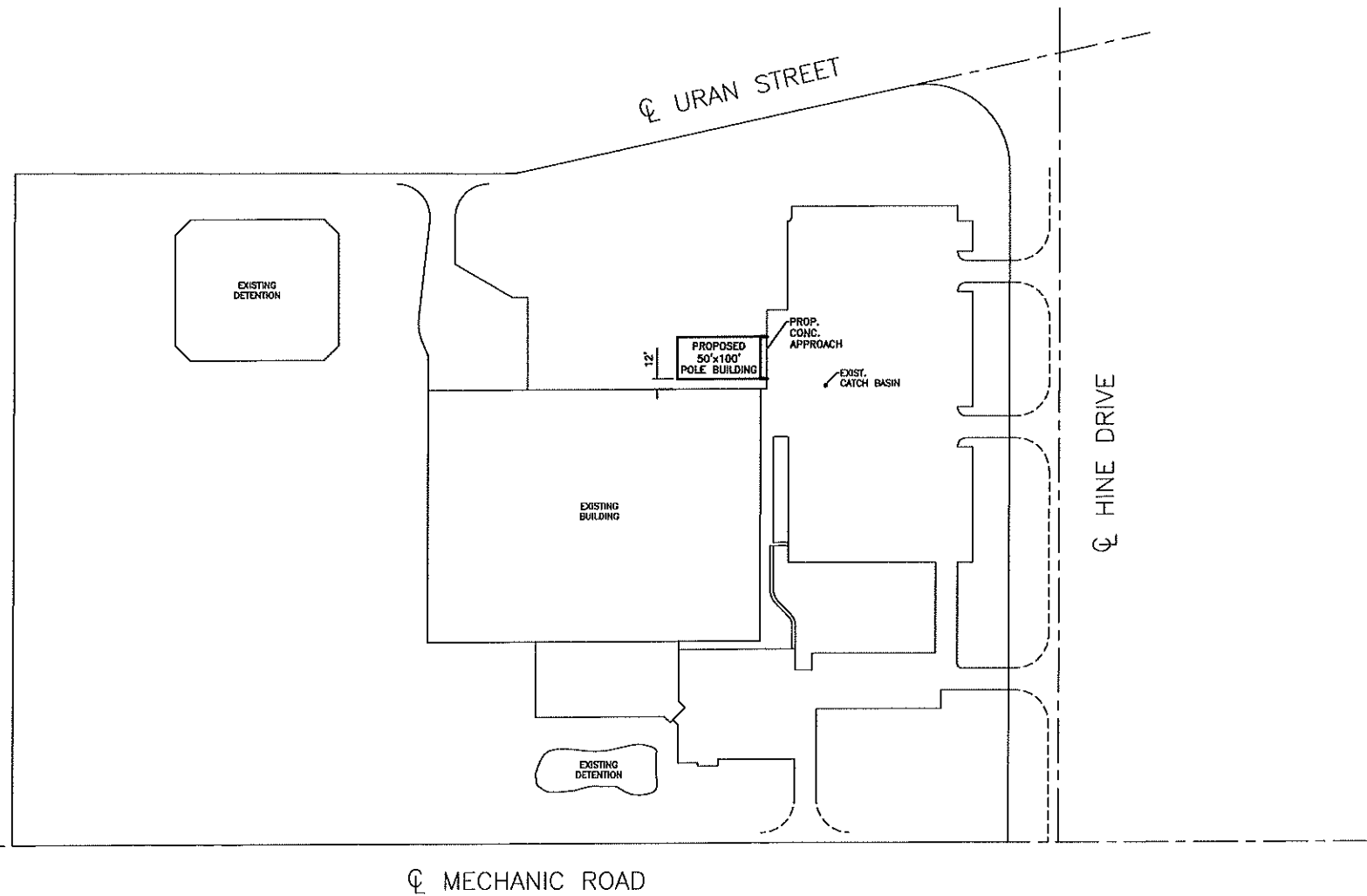
ROOF SURFACE	140,485 SQ. FT. (3.2 AC)
CONCRETE/ASPHALT DRIVE AND PARKING	168,175 SQ. FT. (3.9 AC)
GRASS/TREES/PLANTS	678,525 SQ. FT. (15.6 AC)

NOTES:

TEMPORARY MEASURES FOR COLLECTING WASTE AND REFUSE WILL BE SUPPLIED BY CONTRACTOR DURING CONSTRUCTION OF WAREHOUSE BUILDING. THERE IS NO PLAN FOR ELECTRICAL POWER TO BE INSTALLED; CONSEQUENTLY, NO EXTERIOR LIGHTING WILL BE SUPPLIED.

PROPERTY DESCRIPTION

COMMENCING FROM THE W¹/₄ CORNER OF SECTION 21 THENCE N89°57'27"E ALONG THE E-W¹/₄ LINE 1314.64 FT TO THE WEST LINE OF THE E¹/₂ OF THE NW¹/₄ TO THE POINT OF BEGINNING, THENCE N00°10'50"E ALONG SAID WEST LINE 800 FT THENCE S89°49'10"E PERPENDICULAR TO SAID WEST LINE 600 FT THENCE N77°46'01"E 483 FT THENCE ALONG CURVE TO RIGHT (DELTA: 102°18'44" RADIUS: 100 FT CHR D BRG: S51°04'37"E) 178.57 FT THENCE S00°04'45"W 801.69 FT TO SAID E-W¹/₄ LINE THENCE S89°57'27"W ALONG SAID LINE 1194.64 FT TO THE POINT OF BEGINNING BEING 22.7A+/- UNPLATTED SEC 21 T6S R3W SECOND WARD



**JENKINS
ENGINEERING**

5160 BARKER ROAD
JONESVILLE
MICHIGAN
49250

**PARAGON
METALS**

3010 MECHANIC ROAD
HILLSDALE, MICHIGAN
49242

DRAWING TITLE

PROPOSED

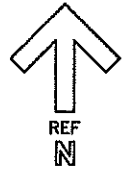
DATE:

JUNE 3, 2024

SCALE

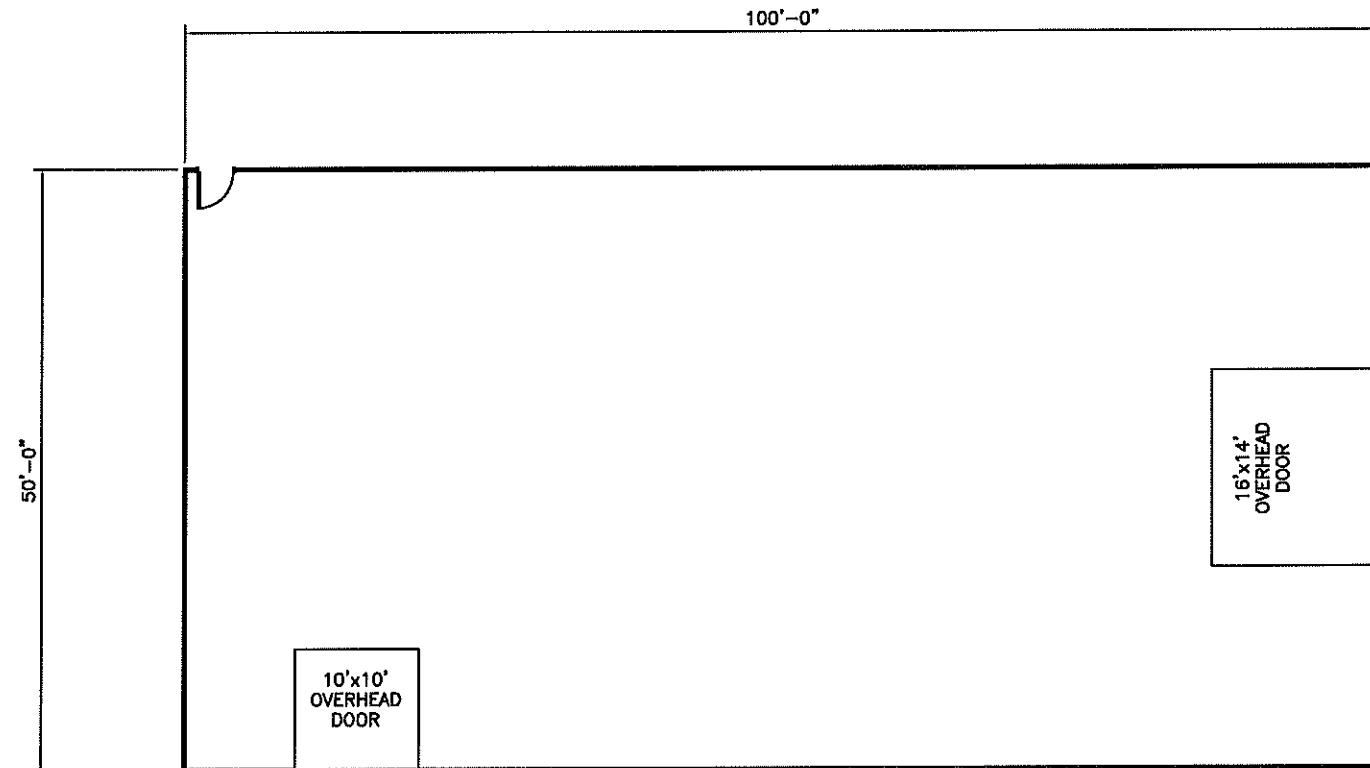
1" = 200'

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JONESVILLE
MICHIGAN
49250



PLAN

PARAGON
METALS

3010 MECHANIC
ROAD
HILLSDALE,
MICHIGAN
49242

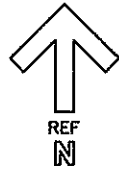
DRAWING TITLE

BUILDING PLAN

DATE:
JUNE 3, 2024

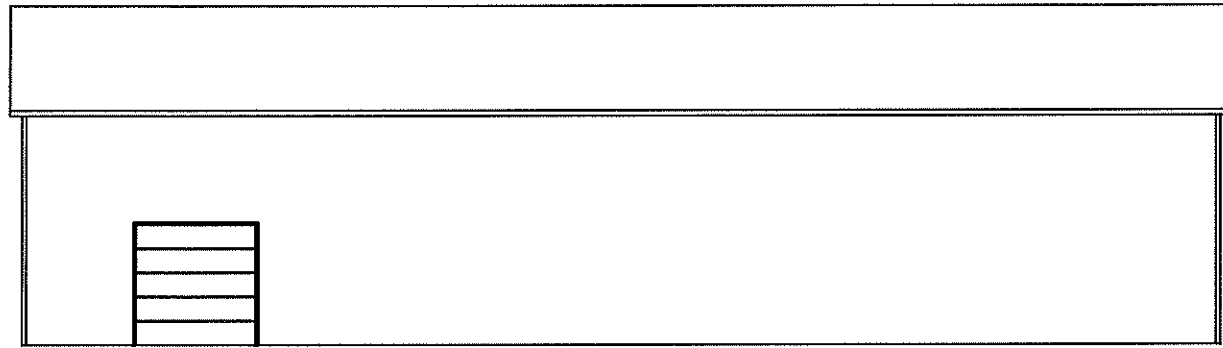
SCALE:
 $\frac{1}{8}" = 1'-0"$

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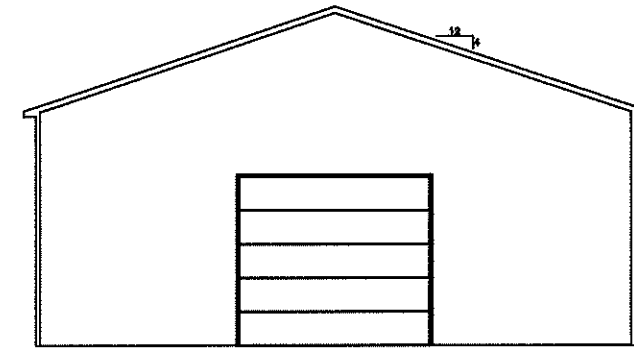


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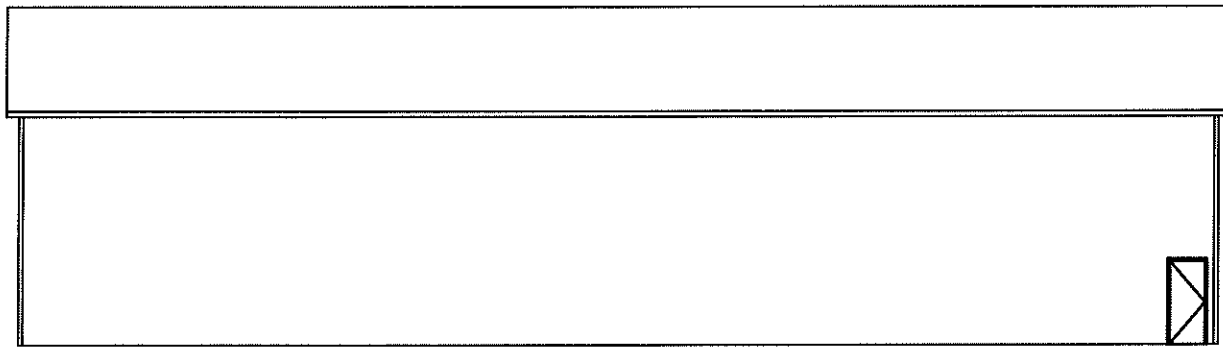
5160 BARKER ROAD
JONESVILLE
MICHIGAN
49250



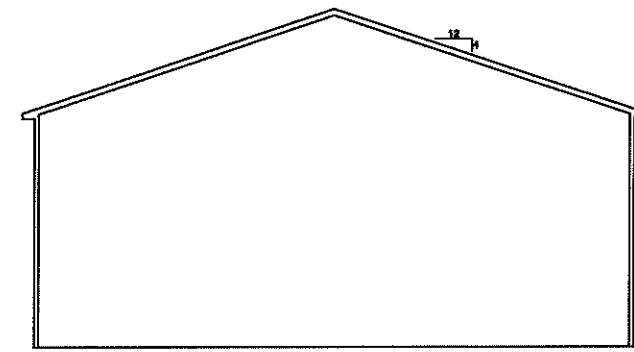
NORTH ELEVATION



EAST ELEVATION



SOUTH ELEVATION



WEST ELEVATION

PARAGON
METALS

3010 MECHANIC
ROAD
HILLSDALE,
MICHIGAN
49242

DRAWING TITLE

ELEVATION VIEWS

DATE:
JUNE 3, 2024

SCALE:
 $\frac{1}{16}'' = 1'-0''$

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PARAGON METALS
Prepared for: Shawn Miller

PRE-DEVELOPMENT

AREA	GRASS/ TREES	ROOF	DRIVE/ PARK	FORESTED	COMPOSITE "C"	SURFACE	C
1	69%	14%	17%	0%	0.3542	LAWN	0.2
-	0%	0%	0%	0%	#DIV/0!	ROOF	0.7
						DRIVE	0.7
						FORESTED	0

AREA	AREA DRAINE D	C	aC	Sum aC
1	22.7	0.35	8.04	8.04

DESIGN YEAR	INTENSITY (IN/HR)
10	3.95
50	5.02
100	5.44

DESIGN YEAR	FLOW (GFS)	1 HOUR STORAGE VOLUME (FT ³)
Q ₁₀ =	31.76	114333.63
Q ₅₀ =	40.36	145305.02
Q ₁₀₀ =	43.74	157462.02

POST DEVELOPMENT

DESIGN YEAR	INTENSITY (IN/HR)	SURFACE	C
10	3.95	LAWN	0.2
50	5.02	ROOF	0.7
100	5.44	DRIVE	0.7
		FORESTED	0

AREA 1	GRASS/TREES 69%	ROOF 14%	DRIVE/PARK 17%	COMPOSITE "C"	0.36
--------	-----------------	----------	----------------	---------------	------

AREA D	AREA DRAINE	C	aC	Sum aC	
1	22.7	0.36	8.09	8.09	

DESIGN YEAR	POST FLOW (CFS)	PRE FLOW (CFS)	NET FLOW (CFS)	1 HOUR STORAGE VOLUME (FT ³)	VOLUME/DEPTH TH	SQRT AREA	LENGTH (FT)	WIDTH (FT)	DEPTH (FT)
Q ₁₀ =	31.96	31.76	0.20	710.15	202.8990857	14.24426501	25	8	3.5
Q ₅₀ =	40.61	40.36	0.25	902.52	257.8616229	16.05807033	28	9	3.5
Q ₁₀₀ =	44.01	43.74	0.27	978.02	279.4357029	16.71633042	29	10	3.5

SUMMARY - NEGLIGIBLE IMPACT

June 6, 2024

Plans for the proposed warehouse building located at 3010 Mechanic Street, were reviewed by the City Dept. Heads on June 6, 2024. Their comments are as follows:

Present: Jason Blake (Dept. of Public Services), Alan Beeker (Planning & Zoning), Eric Sheffer (Board of Public Utilities Electric), Dan Poole (Fire Department), Sam Fry (Economic Development), Scott Hephner (Public Safety), Kristin Bauer (City Engineer), Jeff Gier (Board of Public Utilities Water & Wastewater)

Public Safety

- No issues

Board of Public Utilities

- Electrical:
 - No issues.
- Water
 - No issues.
- Sanitary
 - No issues.

City Engineer

- No issues.

Public Services

- No issues.

Planning/Zoning

- The Planning Commission will review the drawings at the regular June meeting.

The Planning Commission will review the drawings for final approval at the regular meeting which will be held on June 19, 2024 at 5:30 pm. The location will be at City Hall, 97 N. Broad St. in the 3rd Floor Council Chambers.



TO: Planning Commission

FROM: Zoning Administrator

DATE: June 16, 2024

RE: Site Plan Review – 285 Industrial

Background: The owner of AAA Self Storage located at 285 Industrial Drive is expanding from the existing single building to a total of nine buildings. The project has been reviewed by the city department heads. Planning Commission members shall visit the site for field review. Zoning Administrator is requesting approval of the site plan.



COMMERCIAL SITE PLAN REVIEW APPLICATION

Applicant Name AAA Storage

Address 1475 Edon Rd.
Hillsdale, MI 49242

Daytime Phone (517) 250-2262

Evening Phone ()

Property Address if other than above 285 Industrial Drive
Hillsdale, MI 49242

Agent Name Rick Jenkins

Address 5160 Barker Rd
Jonesville, MI 49250

Daytime Phone (517) 212-0405

Evening Phone ()

Zoning I-1 Project Estimate \$800,000

Applicant Signature 

Date 6/3/24

Meeting Date _____

For projects requiring Planning Commission approval, all Site Plan Materials must be submitted along with a completed application and appropriate fees a minimum of 10 days prior to the next scheduled Planning Commission meeting.

Please submit to: **City of Hillsdale**
Planning and Zoning Department
97 North Broad Street
Hillsdale, Michigan 49242
p. – 517.437.6449

AAA STORAGE

CITY OF HILLSDALE, HILLSDALE COUNTY, MICHIGAN

GENERAL NOTES

PHASES

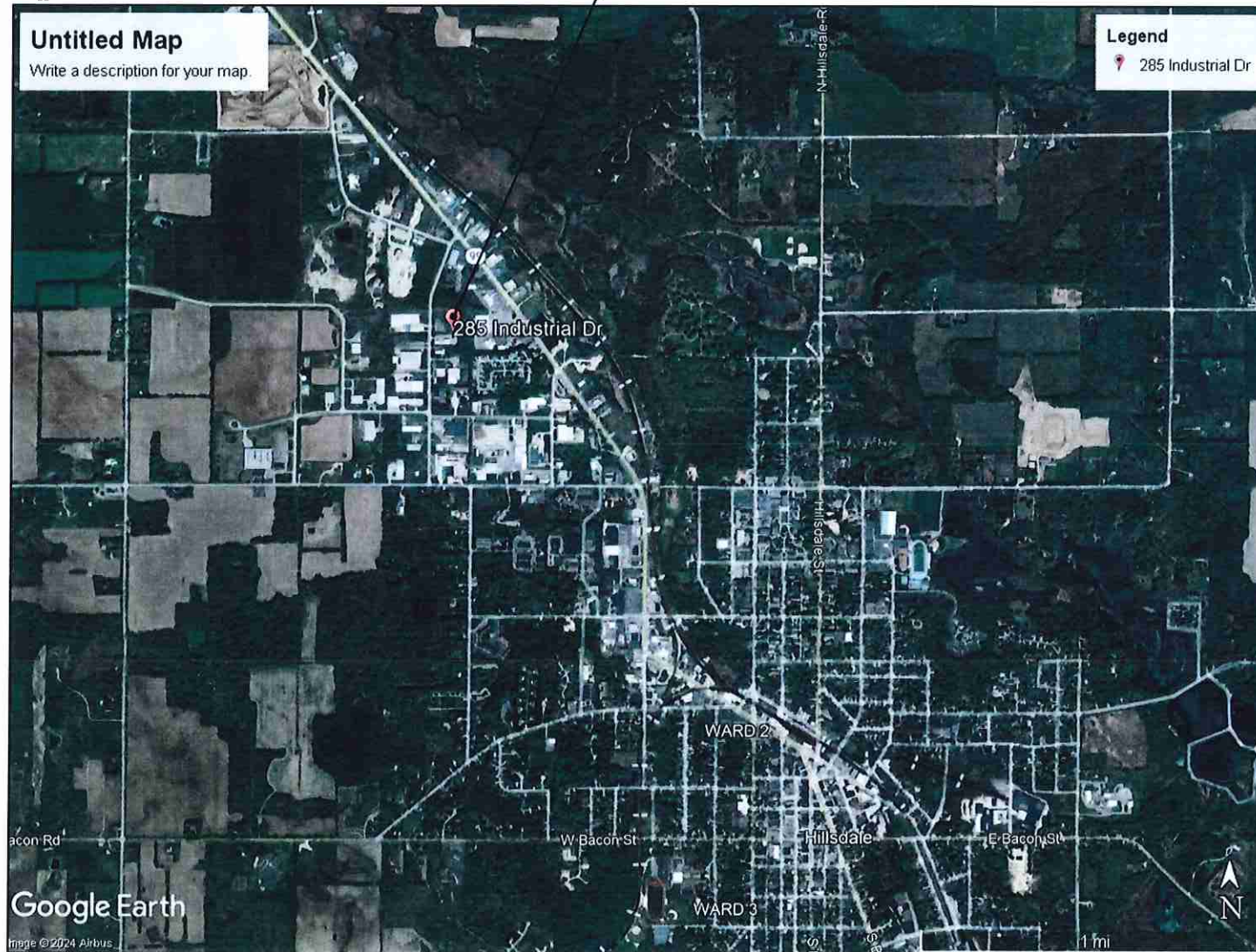
THIS PROJECT IS DIVIDED INTO FOUR (4) PHASES. SEE SHEET 03 FOR DETAILS.

ZONING

I-1 LIGHT INDUSTRIAL



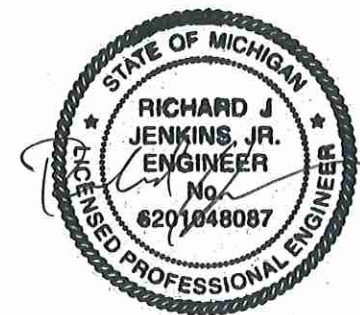
SITE LOCATION



SHEET INDEX

PLAN SHEET 01
PLAN SHEET 02
PLAN SHEET 03
PLAN SHEET 04

TITLE SHEET
EXISTING
PROPOSED
PROPOSED BUILDING



**JENKINS
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5160 BARKER RD
JONESVILLE, MICHIGAN 49250
TEL. 517.212.0405



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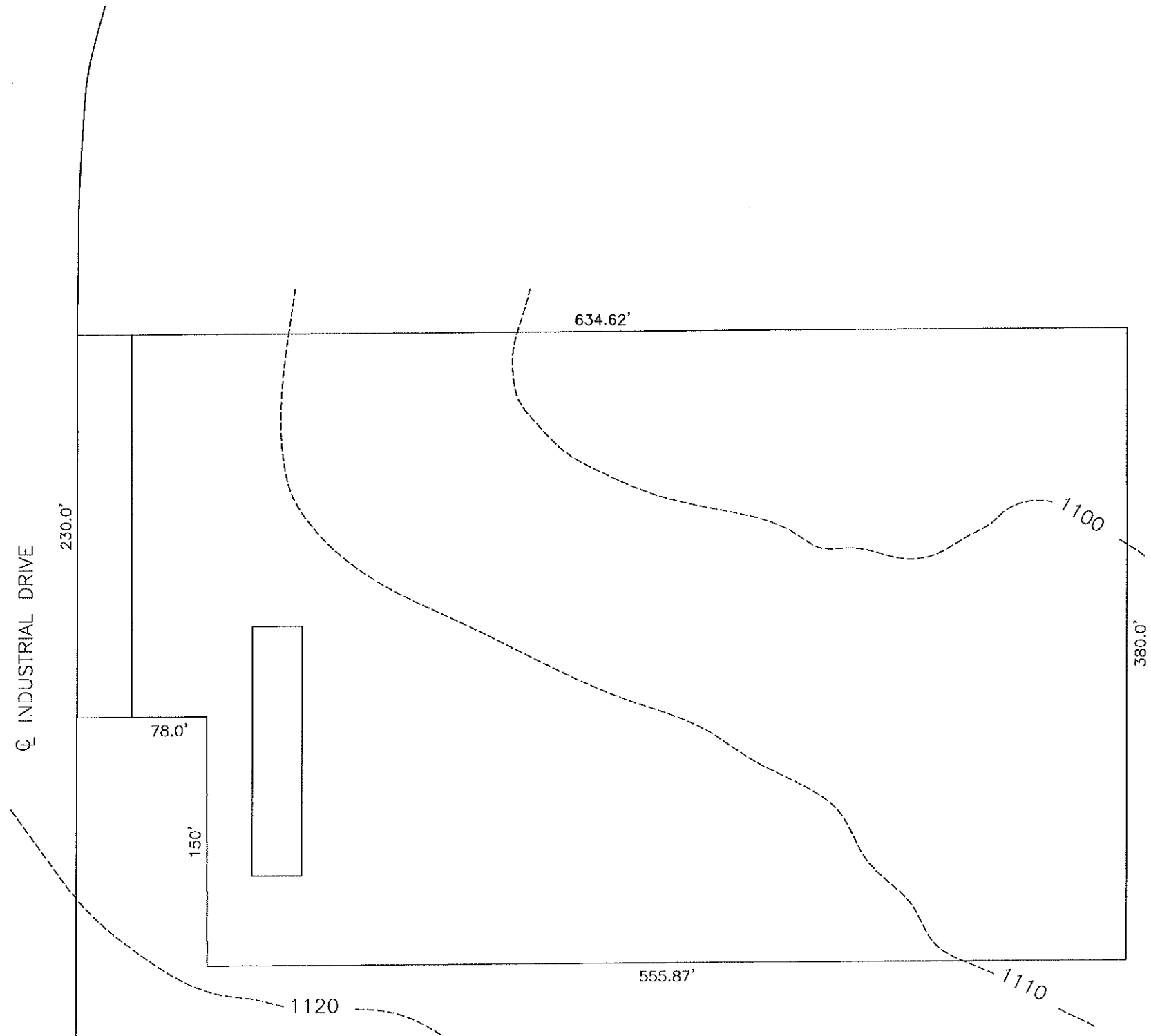
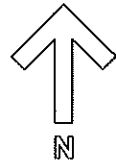
REVISIONS

PLAN PREPARATION

TITLE SHEET

DRAWN BY	DATE	PLAN SHEET
R.J.J.	5-31-2024	01

AAA STORAGE
SELF STORAGE FACILITY



PROPERTY DESCRIPTION

LOT 35, EXCEPT THE WEST 33 FT. THEREOF FOR INDUSTRIAL DRIVE RIGHT OF WAY 5.24 ACRES MORE OR LESS. HILLSDALE INDUSTRIAL PARK NO. 3 SEC 21 T6S R3W SECOND WARD

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5160 BARKER ROAD
JONESVILLE
MICHIGAN
49250

**AAA
STORAGE**

285 INDUSTRIAL DRIVE
HILLSDALE, MICHIGAN
49242

DRAWING TITLE

EXISTING

DATE:

MAY 30, 2024

SCALE

1' = 80'

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DEVELOPMENT NARRATIVE

THE INITIAL PLAN FOR THIS SITE IS TO CONSTRUCT BUILDINGS B2 - B9 AS THE BUILDINGS REACH STORAGE CAPACITY. CLEARING AND GRADING AND CONSTRUCTION OF BUILDINGS B2 - B9 WILL FOLLOW THE ORDER AS SHOWN IN THIS PLAN. FULL BUILD-OUT WILL PROGRESS ONE BUILDING AT A TIME AND WILL ONLY OCCUR AS CUSTOMER DEMAND REQUIRES ADDITIONAL STORAGE.

DRIVE OPENING SPECIFICATIONS

EXISTING DRIVE WILL CONTINUE TO BE USED

SOIL EROSION AND SEDIMENTATION CONTROL

SILT FENCE SHALL BE USED FOR SOIL EROSION DURING PERIODS OF TIME WHEN GRADE IS BEING EXCAVATED AND SHALL REMAIN IN PLACE UNTIL FINISH GRADE OF LIMESTONE IS PLACED.

FENCING

CHAIN LINK FENCE TO BE INSTALLED AROUND PERIMETER UPON COMPLETION OF ALL STORAGE BUILDINGS.

DRAINAGE NOTE AND INFORMATION

THE EAST END OF THE PROPERTY TO REMAIN UNDEVELOPED (1.1 ACRES). MATURE TREES TO REMAIN IN PLACE AND DEEP ROOTED PLANTINGS SHALL BE ESTABLISHED IN THE UNDEVELOPED AREA AND ALONG THE LIMESTONE EDGE.

DRAINAGE INFORMATION - PRE DEVELOPMENT

ROOF SURFACE	4,500 SQ. FT. (0.1 AC)
GRAVEL DRIVE	12,500 SQ. FT. (0.3 AC)
GRASS/TREES/PLANTS	211,264 SQ. FT. (4.8 AC)

DRAINAGE INFORMATION - POST DEVELOPMENT

ROOF SURFACE	35,200 SQ. FT. (0.8 AC)
LIME STONE (CRUSHED CONCRETE) DRIVE	107,977 SQ. FT. (2.5 AC)
GRASS/TREES/PLANTS	85,077 SQ. FT. (2.0 AC)

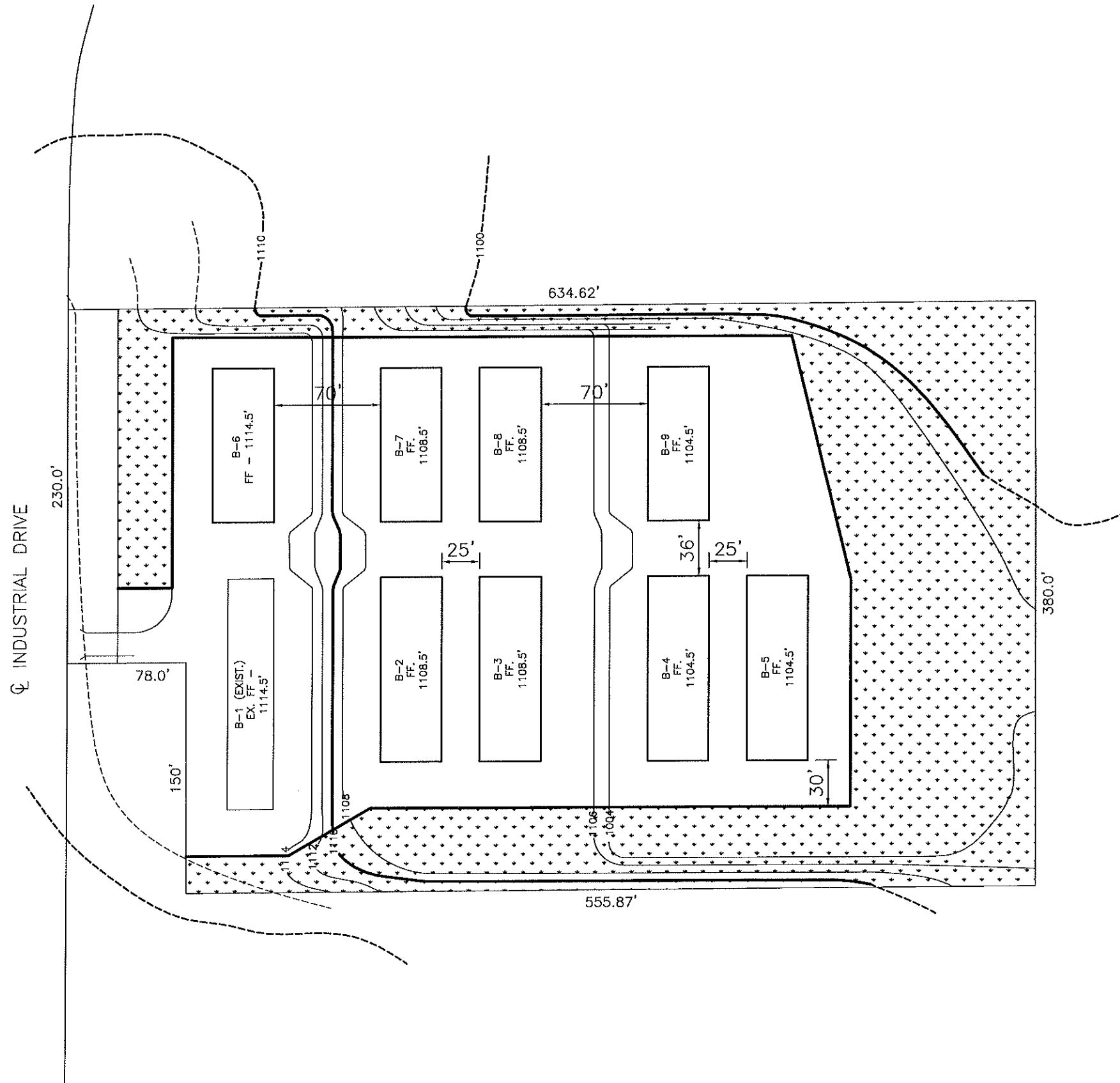
NOTES:

TEMPORARY MEASURES FOR COLLECTING WASTE AND REFUSE WILL BE SUPPLIED BY CONTRACTOR DURING CONSTRUCTION OF ALL STORAGE BUILDINGS.

THERE IS NO PLAN FOR ELECTRICAL POWER TO BE INSTALLED; CONSEQUENTLY, NO EXTERIOR LIGHTING WILL BE SUPPLIED.

LEGEND

- LIMESTONE SURFACE
- GRASS



**JENKINS
ENGINEERING**

5160 BARKER ROAD
JONESVILLE
MICHIGAN
49250

**AAA
STORAGE**

285 INDUSTRIAL DRIVE
HILLSDALE, MICHIGAN
49242

DRAWING TITLE

PROPOSED

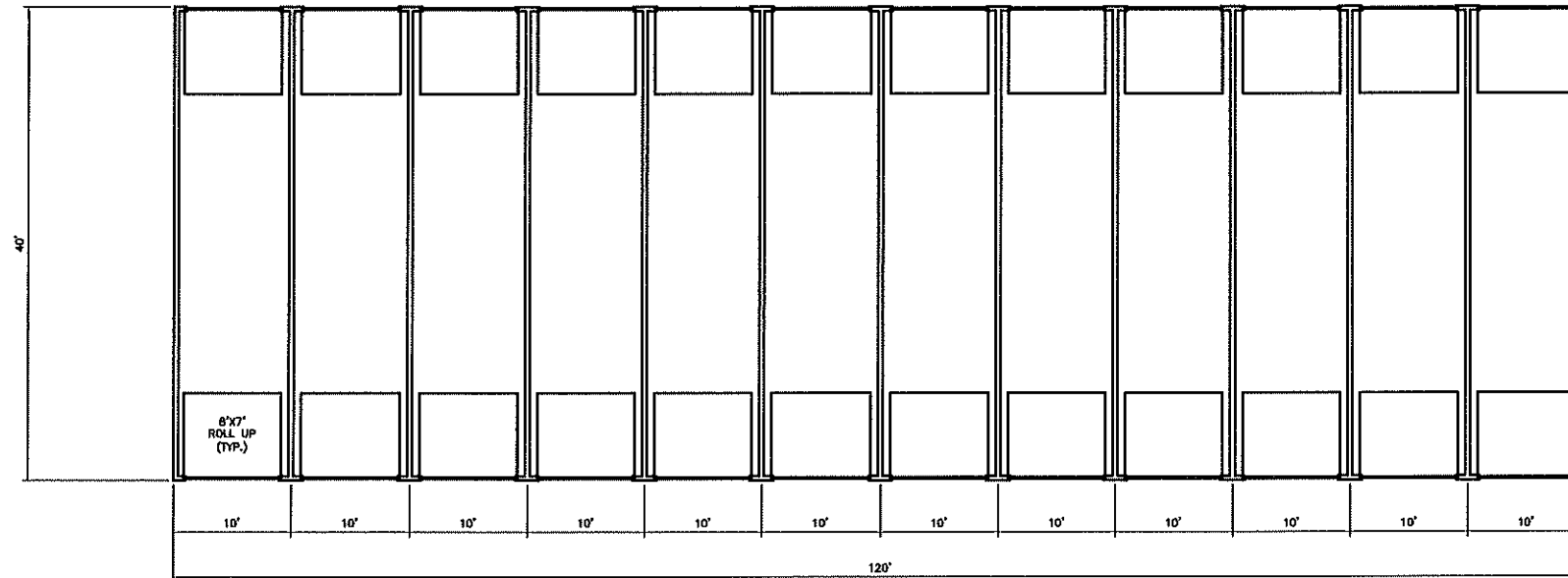
DATE:

MAY 30, 2024

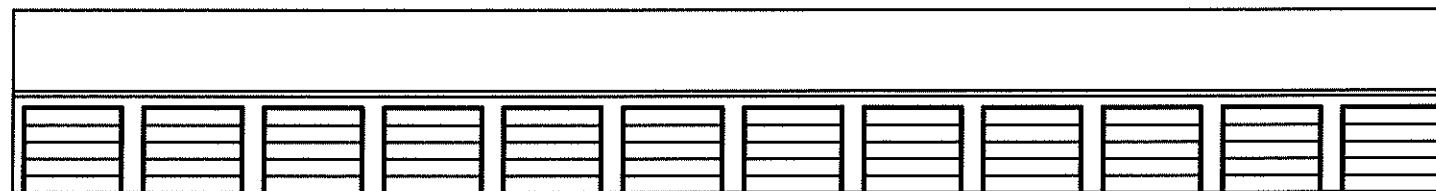
SCALE

1" = 80'

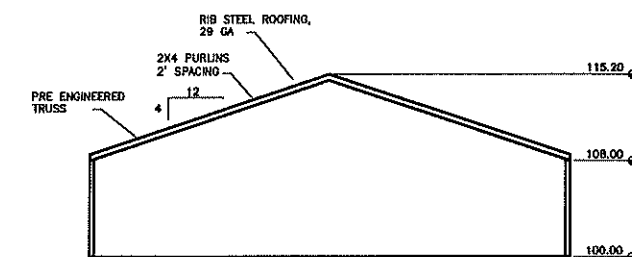
COPYRIGHT © 2024



PLAN



EAVE ELEVATION



GABLE ELEVATION

PRE-DEVELOPMENT

AREA	GRASS/T REES	ROOF	GRAVEL	FORESTED	COMPOSITE "C"	SURFACE	C
1	93%	2%	5%	100%	0.163145	LAWN	0.2
-	50%	8%	42%	0%	0.37	ROOF	0.7
						GRAVEL	0.5
						FORESTED	0.1

AREA	AREA DRAINED (ACRES)	C	aC	Sum aC
1	5.24	0.16	0.85	0.85

DESIGN YEAR	INTENSITY (IN/HR)
10	3.95
50	5.02
100	5.44

DESIGN YEAR	FLOW (CFS)	1 HOUR STORAGE VOLUME (FT ³)
Q ₁₀ =	3.38	12156.39
Q ₅₀ =	4.29	15449.39
Q ₁₀₀ =	4.65	16741.97

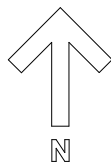
POST DEVELOPMENT

DESIGN YEAR	INTENSITY (IN/HR)	SURFACE	C
10	3.95	LAWN	0.2
50	5.02	ROOF	0.7
100	5.44	GRAVEL	0.5
		FORESTED	0.1

AREA	LAWN	ROOF	GRAVEL	COMPOSITE "C"
1	0%	15%	47%	0.55

AREA	AREA DRAINED (ACRES)	C	aC	Sum aC
1	4.2	0.55	2.30	2.30

DESIGN YEAR	POST FLOW (CFS)	PRE FLOW (CFS)	NET FLOW (CFS)	1 HOUR STORAGE VOLUME (FT ³)	VOLUME/DEPTH TH	SQRT AREA	LENGTH (FT)	WIDTH (FT)	DEPTH (FT)
Q ₁₀ =	9.08	3.38	5.70	20518.66	5862.474184	76.56679557	133	44	3.5
Q ₅₀ =	11.54	4.29	7.24	26076.88	7450.536812	86.31649212	150	50	3.5
Q ₁₀₀ =	12.50	4.65	7.85	28258.61	8073.888497	89.854819	156	52	3.5



DEVELOPMENT NARRATIVE

THE INITIAL PLAN FOR THIS SITE IS TO CONSTRUCT BUILDINGS B2 - B9 AS THE BUILDINGS REACH STORAGE CAPACITY. CLEARING AND GRADING AND CONSTRUCTION OF BUILDINGS B2 - B9 WILL FOLLOW THE ORDER AS SHOWN IN THIS PLAN. FULL BUILD-OUT WILL PROGRESS ONE BUILDING AT A TIME AND WILL ONLY OCCUR AS CUSTOMER DEMAND REQUIRES ADDITIONAL STORAGE.

DRIVE OPENING SPECIFICATIONS

ALIGN OPENING TO INDUSTRIAL DRIVE WITH MAIN DRIVE BETWEEN BUILDINGS AND DRIVE TO HAVE MDOT, DETAIL M OPENING

SOIL EROSION AND SEDIMENTATION CONTROL

SILT FENCE SHALL BE USED FOR SOIL EROSION DURING PERIODS OF TIME WHEN GRADE IS BEING EXCAVATED AND SHALL REMAIN IN PLACE UNTIL FINISH GRADE OF LIMESTONE IS PLACED.

FENCING

CHAIN LINK FENCE TO BE INSTALLED AROUND PERIMETER UPON COMPLETION OF ALL STORAGE BUILDINGS.

DRAINAGE NOTE AND INFORMATION

A DETENTION BASIN SHALL BE CONSTRUCTED AT THE CONCLUSION OF THE FULL BUILD OUT OF SELF STORAGE BUILDINGS. OUTER LIMITS OF BASIN SHALL BE APPROXIMATELY 60'x160' PROVIDING A STORAGE CAPACITY OF APPROXIMATELY 28,300 C.F. ROUND BOTTOM DITCHES SHALL BE EXCAVATED ALONG THE NORTH AND EAST PROPERTY LINES TO DIRECT FLOW TO THE BASIN.

DRAINAGE INFORMATION - PRE DEVELOPMENT	
ROOF SURFACE	4,500 SQ. FT. (0.1 AC)
GRAVEL DRIVE	12,500 SQ. FT. (0.3 AC)
GRASS/TREES/PLANTS	211,254 SQ. FT. (4.8 AC)
DRAINAGE INFORMATION - POST DEVELOPMENT	
ROOF SURFACE	35,200 SQ. FT. (0.8 AC)
LIME STONE (CRUSHED CONCRETE) DRIVE	107,977 SQ. FT. (2.5 AC)
GRASS/TREES/PLANTS	85,077 SQ. FT. (2.0 AC)

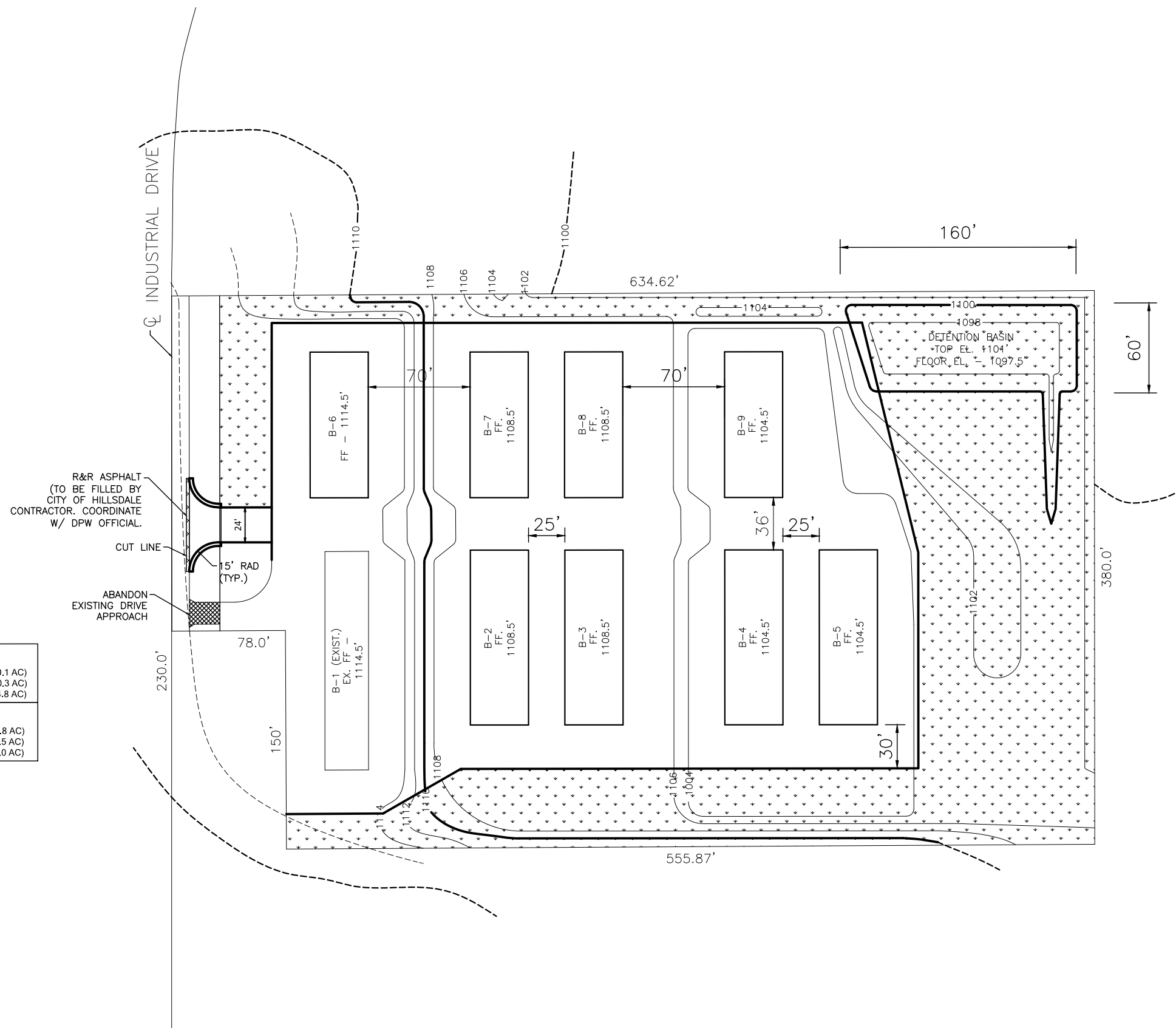
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JENKINS ENGINEERING

5160 BARKER ROAD
JONESVILLE
MICHIGAN
49250

AAA STORAGE

285 INDUSTRIAL DRIVE
HILLSDALE, MICHIGAN
49242

DRAWING TITLE

PROPOSED

DATE:

JUNE 11, 2024

SCALE

1" = 80'

COPYRIGHT © 2024

285 INDUSTRIAL DR., HILLSDALE

PRE-DEVELOPMENT

AREA	GRASS/T REES	ROOF	GRAVEL	FORESTED	COMPOSITE "C"	SURFACE	C
1	93%	2%	5%	100%	0.163145	LAWN	0.2
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						GRAVEL	0.5
						FORESTED	0.1

AREA	AREA DRAINED (ACRES)	C	aC	Sum aC
1	5.24	0.16	0.85	0.85
-	-	-	-	-

DESIGN YEAR	INTENSITY (IN/HR)
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DESIGN YEAR	FLOW (CFS)	1 HOUR STORAGE VOLUME (FT ³)
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AREA	AREA DRAINED (ACRES)	C	aC	Sum aC
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DESIGN YEAR	POST FLOW (CFS)	PRE FLOW (CFS)	NET FLOW (CFS)	1 HOUR STORAGE VOLUME (FT ³)	VOLUME/DEPTH	SQRT AREA	LENGTH (FT)	WIDTH (FT)	DEPTH (FT)
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Q₁₀₀ =	12.50	4.65	7.85	28258.61	8073.888497	89.854819	156	52	3.5

June 6, 2024

Plans for the proposed expansion to AAA Self Storage located at 285 Industrial Drive, were reviewed by the City Dept. Heads on June 6, 2024. Their comments are as follows:

Present: Jason Blake (Dept. of Public Services), Alan Beeker (Planning & Zoning), Eric Sheffer (Board of Public Utilities Electric), Dan Poole (Fire Department), Sam Fry (Economic Development), Scott Hephner (Public Safety), Kristin Bauer (City Engineer), Jeff Gier (Board of Public Utilities Water & Wastewater)

Public Safety

- No issues

Board of Public Utilities

- Electrical:
 - No issues.
- Water
 - No issues.
- Sanitary
 - No issues.

City Engineer

- Require a retention pond.

Public Services

- Require a commercial MDOT “M” style drive approach. Show details on drawings.

Planning/Zoning

- The Planning Commission will review the drawings at the regular June meeting.

The Planning Commission will review the drawings for final approval at the regular meeting which will be held on June 19, 2024 at 5:30 pm. The location will be at City Hall, 97 N. Broad St. in the 3rd Floor Council Chambers.



TO: Planning Commission

FROM: Zoning Administrator

DATE: June 16, 2024

RE: Ordinance Review-Secs. 18-172 & 36-5

Background: The above mentioned ordinance has been reviewed by the Planning Commission and the City Attorney. At the May meeting, the Commission set a public hearing for the June meeting. The Zoning Administrator is requesting the amended ordinance be recommended to Council for final adoption.

Sec. 36-5. Dwellings.

(a) No person shall use, occupy, or permit the use or occupancy of a structure as a single-family dwelling or duplex which does not comply with dwelling standards of this section, or standards of the state, and the United States Department of Housing and Urban Development, whichever is applicable, within any district, except in a designated mobile home park and except as hereinafter provided. All single-family dwelling structures and duplexes shall comply with the following minimum standards:

(1) *All single-family dwelling structures and duplexes erected must comply with chart 36-5(1a)*
~~No dwelling shall hereafter be erected shall have less than 1,000 square feet of ground floor area, and shall be 22 feet or more wide.~~

<u><i>36-5 (1a)</i></u>	
<u><i>DWELLING TYPE</i></u>	<u><i>STANDARD</i></u>
<u><i>Single Family (1 story)</i></u>	<u><i>600 sq. ft. with at least 600 sq. ft. on ground floor.</i></u> <u><i>Min. 22 feet wide</i></u>
<u><i>Single Family (more than 1 story)</i></u>	<u><i>600 sq. ft. with at least 300 sq. ft. on ground floor</i></u> <u><i>Min. 22 feet wide</i></u>
<u><i>Two Family</i></u>	<u><i>600 sq. ft. per unit</i></u> <u><i>Min. 22 feet wide</i></u>

(2) Each dwelling shall comply in all respects with the single state construction code as promulgated by the Michigan State Construction Code Commission under provisions of Public Act No. 230 of 1972, as amended, being MCL 125.1501 et seq., including minimum heights for habitable rooms. Where a dwelling is required by law to comply with any federal or state standards or regulations for construction and where such standards or regulations for construction are different than those imposed by the single state construction code, then and in that event such federal or state standard or regulation shall apply.

a. Each dwelling shall be firmly attached to a permanent foundation constructed on site in accordance with the single state construction code and shall have the same perimeter dimensions of the dwelling and constructed of such materials and type as required in the single state construction code for dwellings, or, in the case of mobile homes that dwelling shall be installed pursuant to the manufacturer's set-up instructions and shall be secured to the foundation by an anchoring system or device complying with the rules and regulations of the state mobile home commission, or single state construction code, whichever is stricter, and with the wheels removed, and shall not have any exposed towing mechanism, undercarriage or chassis.

b. Framing, structural, insulation shall comply with the single state construction code, or in the case of mobile homes, shall comply with the Mobile Home Construction and Safety Standards as promulgated by the United States Department of Housing and Urban Development, being 24 CFR 3280, as amended, and which bears a HUD seal of certification by a certified inspector signifying inspection and compliance with same.

c. Each dwelling, as final finished, shall comply with the single state construction code.

(3) Each dwelling shall be connected to a public sewer and water supply where available, or to such private facilities as approved by the Hillsdale County health department.

- (4) Each dwelling shall comply with all pertinent building and fire codes. In the case of a mobile home, all construction and all plumbing, electrical apparatus and insulation within and connected to said mobile home shall be of a type and quality conforming to the Mobile Home Construction and Safety Standards as promulgated by the United States Department of Housing and Urban Development, being 24 CFR 3280, as amended. Additionally, all dwellings shall meet or exceed applicable roof snow load and strength requirements.
 - (5) No dwelling shall contain any additions, or rooms, or other areas which are not constructed with similar quality workmanship as the original structure including permanent attachment to the principal structure as long as such attachment does not include a bearing load on a mobile home and construction of a foundation is required herein.
 - (6) Each dwelling shall contain a storage area in a basement located under the dwelling, in an attic area, in closet areas, or in a separate structure of standard construction similar to or of better quality than the principal dwelling, which storage area shall be equal to ten percent of the square footage of the dwelling, or 100 square feet, whichever shall be less.
 - (7) Each dwelling shall be aesthetically compatible in design and appearance with other residences in the vicinity, with either roof overhang of not less than six inches on all sides, or alternatively with windowsills and roof drainage systems concentrating roof drainage at collection points along the sides of the dwelling; have not less than two exterior doors with one being on either the side or the rear of the dwelling; and containing permanently attached steps connected to the exterior door areas or to porches connected to the door areas where a difference in elevation requires the same.
 - (8) If a dwelling is a mobile home, it shall contain skirting along the entire perimeter of the main frame between the ground and the bottom edge of the mobile home body. Said skirting shall be a minimum of 26 gauge metal, or other nonflammable materials having similar design and durability, and be aesthetically compatible in appearance with other residences in the vicinity. If brick or concrete block is used, it shall be securely attached and sealed to the mobile home body and shall contain a rat proof wall. Adequate screening vents shall be required in the skirting around the perimeter at intervals of not more than 20 feet, to provide adequate cross ventilation.
- (b) The foregoing standards shall not apply to a mobile home located in a licensed mobile home park except to the extent required by state or federal law, or otherwise specifically required in this section pertaining to such parks.
 - (c) All construction required by this section is commenced only after a construction permit **and zoning permit** has been obtained in accordance with the current construction code provisions and requirements, as adopted by the city.

Sec. 18-172. Zoning requirements.

- (a) The project area of development must be properly zoned for the project intent.
- (b) Setbacks and density of all condominium projects shall be determined by zoning district and subject to section ~~36-401, schedule of limitations.~~ **Division 16, Schedule of Regulations**
- (c) All residential condominium units shall be ~~required to have a minimum of 1,200 square feet of living space on the ground floor in area.~~ **subject to Sec. 36-5, Dwellings.**
- (d) Condominium site developments will be subject to conformity with chapter 30 and all other statutes, ordinances, codes, rules and regulations.
- (e) There shall be a provision in each subdivision plan for at least one general common element.



TO: Planning Commission

FROM: Zoning Administrator

DATE: June 19, 2024

RE: Capital Improvement Plan

Background: As part of Michigan Public Act 33 of 2008, the City is required to have a Capital Improvement Plan (CIP) that is updated annually. In addition to the City Master Plan, the CIP is a coordinated spending plan that helps the City implement the adopted Master Plan along with other long-range physical goals. After meeting with City Department Heads and consolidating information. The plan must be reviewed by the Planning Commission and the public must have an opportunity to review the plan at a public hearing. The ZA is requesting that the PC review the plan and set a date for a public hearing prior to recommending to Council for adoption.



City of Hillsdale
Capital Improvement Plan
FY 2024-2029

RESOLUTION # _____

A RESOLUTION TO AMEND THE CITY OF HILLSDALE CAPITAL IMPROVEMENT PLAN

THE CITY OF HILLSDALE ORDAINS THAT:

WHEREAS, Michigan Public Act 33 of 2008, as amended, provides for a Municipal Planning Commission to prepare and adopt a Capital Improvement Plan for the physical development of the City; and,

WHEREAS, the City of Hillsdale Planning Commission has prepared a physical development plan for the City of Hillsdale in compliance with said P.A. 33 of 2008; including relevant charts, maps, and text; and,

WHEREAS, the City of Hillsdale Planning Commission has provided opportunity for public input into the Capital Improvement Planning Process; and,

WHEREAS, the City of Hillsdale Planning Commission held a Public Hearing on the draft Capital Improvement Plan on _____ in accordance with the notice requirements of said P.A. 33 of 2008 and other applicable State statutes; and,

WHEREAS, at the above referenced public hearing, the citizens of the City of Hillsdale were afforded the opportunity to provide oral and written comments on the draft plan, which comments have been carefully considered by the Planning Commission; and,

WHEREAS, the City of Hillsdale Planning Commission is now satisfied that the Capital Improvement Plan is ready for adoption:

NOW, THEREFORE, BE IT RESOLVED, that the City of Hillsdale Planning Commission does hereby recommend for adoption to the Council of the City of Hillsdale the City of Hillsdale Capital Improvement FY 2023-2027, said plan to be dated as adopted this day of _____; and,

BE IT FURTHER RESOLVED, that the Council of the City of Hillsdale does hereby direct the Mayor and City Clerk to sign this Resolution signifying adoption of the City of Hillsdale Capital Improvement Plan FY 2023-2027, to file attested copies of the Plan with the Hillsdale City Clerk and the Hillsdale County Planning Commission.

Passed at a regular meeting of the Council of the City of Hillsdale held on the _____

CITY OF HILLSDALE

By _____
Adam Stockford – Mayor

By: _____
Katy Price – City Clerk

Date Proposed: _____
Date Published as Proposed: _____
Date Passed: _____
Date Published as Passed: _____
Effective Date: _____

Acknowledgements

CITY COUNCIL

Adam Stockford, Mayor
Greg Stuchell
Tony Vear
Will Morrissey, Mayor Pro Tem
Cindy Pratt
Bruce Sharp
Gary Wolfram
Robert Socha
Joshua Paladino

PLANNING COMMISSION

Eric Moore, Chair
Jacob Bruns, Secretary
Elias McConnell
Matthew Kniffen
William Morrissey, Mayor Pro Tem
Kerry Laycock, Vice Chair
Roma Rogers

DEPARTMENT LEAD

Alan Beeker, Zoning Administrator

DEPARTMENT REPRESENTATIVES

Katy Price, City Clerk
Karen Lancaster, Finance
Kimberly Thomas, City Assessor
Jason Blake, Public Services
Chief Scott Hephner, Public Safety
Michelle Loren, Parks & Recreation
Rebekah Dobski, Library Director
Virginia Blake, Dial-a-Ride
David Mackie, Board of Public Utilities
Ginger Moore, Hillsdale Municipal Airport
Kristin Bauer, City Engineer

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Introduction to Capital Improvements Planning

Executive Summary

Every municipality has a portfolio of capital assets that it owns, maintains, and employs to help deliver quality services to its residents. These assets include equipment and vehicles, such as fire engines, snow plows, and tools, but also more permanent assets such as roads, bridges, buildings, underground utilities, storm water systems, parklands, parking facilities, and natural areas. With ownership comes an obligation to maintain and continually improve that asset. The process used to determine how to invest City resources to maintain and improve these assets is known as the Capital Improvement Planning.

A Capital Improvement Plan (CIP) is a multi-year planning instrument used to identify needs and funding sources for public infrastructure improvements. A CIP facilitates coordinated infrastructure improvements; maintains, preserves, and protects the City's existing infrastructure system; and provides for the acquisition or scheduled replacement of equipment to ensure the efficient delivery of services to the community. The CIP plans for large, physical improvements or purchases that are permanent in nature. These include municipal facilities, information technology systems, transportation systems, utilities, and other miscellaneous projects.

The CIP plays an important role by providing the link between planning and budgeting for capital expenditures to ensure that capital improvements are fiscally sound and consistent with City long-range goals and objectives. The CIP process occurs prior to the budget process and should be used to develop the capital portion of the municipal budget. The projects contained in the first year of the CIP will be requested in next year's department requested municipal budget. The Capital Improvement Plan (CIP) outlines a schedule of public service expenditures.

Introduction and Purpose

A Capital Improvement Plan is a blueprint for planning a community's capital expenditures. It coordinates planning, financial capacity, and physical development, and will be used as a management tool for the budget and planning processes. Upon adoption by the City Council, the CIP becomes a statement of city policy regarding the timing, location, character, and funding of future capital projects. The CIP represents City Council's best judgment at that time; future needs, financial constraints, and grant opportunities may result in programmatic changes over the timeline.

A CIP offers a number of advantages such as:

- Facilitate coordination between capital needs and operational budgets;
- Support projects with high return on investment;
- Allow for better scheduling of public improvements and coordination of construction; and
- Enhance the community's credit rating, control of its tax rate, and avoid sudden changes in its debt service requirements.

RELATIONSHIP BETWEEN CIP AND MASTER PLAN

The Master Plan, as a whole, serves as a policy manual for the city. In turn, the CIP is used as a framework for the community to implement the Master Plan. According to the Michigan Planning Enabling Act (Public Act 33 of 2008), “to further the desirable future development of the local unit of government under the master plan, a planning commission, after adoption of a master plan, shall annually prepare a capital improvements program of public structures and improvements, unless the planning commission is exempted from this requirement by charter or otherwise.”

RELATIONSHIP BETWEEN CIP AND BUDGET

The CIP makes capital spending more predictable and transparent. The CIP does not address all of the capital expenditures for the City, but provides for large, physical improvements that are permanent in nature or major equipment purchases that have high cost and a longer useful life. Capital planning identifies purchases of physical assets or construction, major repair, reconstruction, or replacement of capital items, such as buildings, utility systems, roadways, bridges, parks, heavy equipment, motor vehicles, and extensive internal office and technology hardware or systems. The intent is to have the first year of the CIP represent the proposed capital budget for the current fiscal year. The remaining years of the CIP serve as a financial plan for capital investments.

DEFINITION OF CAPITAL

Capital projects and improvements are major non-recurring tangible assets and projects including:

- Replacements and improvements greater than or equal to \$5,000;
- “Program” of projects whose total is greater than or equal to \$5,000; and
- Equipment purchases greater than or equal to \$5,000, with a service life of at least 5 years.

Examples include construction, expansion, or renovation of a public building, water line upgrades and extensions, major equipment, the acquisition of land for public use, or new storm and sanitary sewers. The adoption of a common definition assists in determining what projects are part of the capital improvement program versus those that are part of the general budget.

Only the projects that meet the capital project or improvement definition are included in the capital improvement program. A capital improvement project can include one or more of the following:

- **Building Maintenance:** is the repair, replacement, or upgrades of exterior and interior walls, roofs, furnishings and similar non-mechanical features that extend a building’s life. Examples include new roofs, windows and doors, tuck pointing and masonry repair, interior and exterior painting, carpeting and furniture.
- **Building Equipment:** is the repair or replacement of heating, ventilation, and air conditioning (HVAC) systems.
- **Building Construction:** includes the erecting of new buildings and additions that add usable floor space for staff and patrons.

- **Computer and Specialized Equipment:** includes all equipment critical to the functioning of the city such as computers, telephones, cameras and voting machines.
- **Equipment:** includes heavy apparatus used by the fire department and department of public services. Examples are lifesaving equipment, vehicle hoists, and similar specialized mechanisms that last for several years.
- **Vehicles:** encompass cars, trucks, buses and grounds maintenance equipment. Vehicles are considered part of the motor pool that is maintained by the Department of Public Services. For the purpose of the capital improvements plan, vehicles are attached to their respective departments.
- **Infrastructure:** includes below grade, at grade and above grade (non-building) improvements. Examples include new water and sewer lines, park improvements, storm water, streets and sidewalks, bike lanes, landscape, and fences.

CIP Adoption and Annual Update

The quality of the infrastructure and community facilities in the City directly influences the quality of life that the City can provide. As community infrastructure and facilities age, continual improvements and updates are required to stay current with changing demands and needs.

The Capital Improvement Plan (CIP) provides a blueprint for planning the City of Hillsdale's capital expenditures. It coordinates planning, financial capacity, and physical development, and is used as a management tool for the budgeting and planning processes.

ADOPTION PROCESS

- **Identification**
 - Department heads complete CIP project requests
- **Adoption**
 - Planning Commission reviews CIP plan, holds public hearing, makes recommendations, and adopts CIP
 - City Council approves CIP as basis for Capital Budget
 - City Manager establishes target budget
- **Budget Preparation**
 - Department heads prepare proposed capital project budget
 - City Manager and Finance Director review requests and prepare budget document
 - City Council reviews budget, holds public hearing, and adopts budget

CAPITAL INVESTMENT POLICIES

An essential component of the Capital Improvement Program is to establish a policy framework for capital project selection. The policy framework establishes prioritization of projects to most efficiently determine whether or not to allocate *X dollars* to *activity A* as opposed to *activity B*. In order to establish a policy framework to properly evaluate capital project and prioritization a set of long-range investment policies

was established. These policies provide the framework for making capital project decisions in order to ensure the City's financial viability, improve and maintain levels of service standards, provide responsive community development, and meet other strategic goals.

The Capital Investment Policy is based on priorities identified in community strategic plans and master planning documents. The capital improvement plan prioritizes projects based on the following investment policy statements. CIP projects should:

1. Maintain or improve standards of service
2. Protect public health, safety, or welfare
3. Result in economic development (capital investment, increased tax base, or increased valuation)
4. Reduce energy consumption and/or improve environmental sustainability
5. Have an identified source of funding
6. Be ready to proceed
7. Be coordinated with other capital improvements

The Capital Improvement Plan

The Capital Improvement Plan provides a schedule of improvements for each department. Each section begins with a description of the department's primary function and location of its facility. A summary of key improvements, major expenditures and funding sources follows. Finally, a detailed schedule of improvements and cost estimates is captured on pages immediately following the written description. For Administration, Streets and Utilities, Parks and Recreation and Department of Public Works, the descriptions are subdivided by department or project type due to multiple functions located within one facility.

Administration



The City Manager, Zoning and Code Enforcement staff, Assessor, Police Department, Recreation Department, Clerk, and Treasurer operate within City Hall. In addition, the building contains the City Council chambers.

City Hall is located at 97 North Broad Street on a triangle parcel formed by E. Carleton, N. Broad, and Hillsdale Streets. The building was constructed in 1911. It is a three story, five-sided, classical revival-style building and it is listed as a contributing structure on the National Register of Historic Places. The building was entirely rehabilitated in 1998. A total of \$1.755 million was expended to update and restore the building. The two adjacent parking areas were constructed in 2006 and in 2007 M-99 was re-routed to the west side of City Hall.

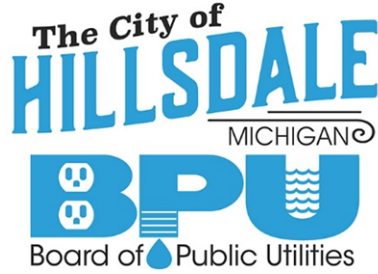
Overall, these administrative departments require internal office equipment to keep up with technology advancement and meet the needs of the community efficiently.

- **Computer Equipment** - The finance department works with other department heads to identify hardware upgrade and purchases. The City plans to update the system of computers in the next 3-6 years.
- **Computer Software** – The finance department works with other department heads to identify software upgrade and purchases. The assessing and zoning department rely on BS&A software for property data management including taxes, permits, and zoning. The City relies on the Hillsdale County Equalization Department and the Board of Public Utilities (BPU) for assistance with mapping.
- **Building (City Hall)** – The Department of Public Services is responsible for maintaining public buildings throughout the city. For the purposes of the CIP, building improvements are described within respective departments. The administrative departments identify the following improvements to the City Hall: roof repairs, masonry tuck-pointing, repairing interior water damage, refinishing walls, and replacing carpet. The projects shall prioritize the building envelope first in order to protect the building interior and any future improvements.

Technology Improvements

Budget Year					
CIP Item	2025	2026	2027	2028	2029
City	28,000		209,500	26,000	28,000
BPU	70,300	220,000	222,500	39,000	52,000
Total (\$)	98,300	220,000	432,000	65,000	80,000

Board of Public Utilities



Since 1892, the Hillsdale Board of Public Utilities has been the municipally owned and operated provider of electric, water and wastewater services to the City of Hillsdale and the outlying areas. Presently, the Hillsdale BPU serves over 6,300 residents in central Hillsdale County with reliable electric power and nearly 4,000 homes and businesses receive quality water and wastewater services within the city limits. Its offices are located at 45 Monroe Street.

Budget Year					
CIP Item	2025	2026	2027	2028	2029
Water	675,000	1,113,000	1,056,000	1,686,000	-
Electric	925,000	1,350,000		1,410,000	-
Total (\$)	1,600,000	2,463,000	1,056,000	3,096,000	-

Department of Public Services



The Department of Public Services (DPS) is responsible for maintaining streets, city buildings, sidewalks, public rights-of-way, city trees (urban forest), city vehicles, storm water collection, cemeteries, parks and trail connections, and brush and leaf pick-up. The parks and recreation and urban forestry departments are integrated into DPS. The Department is responsible for maintaining public buildings throughout the city. For the purposes of the CIP, building improvements are described within respective departments.

The department office, garage, and yard are located at 149 Waterworks Avenue, northwest of Baw Beese Lake. The Main DPS Building was constructed in 1960, the Garage Building was built in 1945, and the Salt Storage Building was built in 1998.

- **Streets** – The City of Hillsdale has one state trunk line, M-99, which is the primary north-south entrance into Hillsdale. Major streets include Carleton, Bacon, Hillsdale, Mechanic, Howell, State, Spring, Fayette, Wolcott, and Reading. The City also has a system of local streets that follows a general grid pattern. The City has received grant funds in recent years for street projects including the MDOT Small Urban Grant, Rural Block grants from the USDA and assorted grants through the MDOT Economic Development Office and many of these grants require some monetary match. Available grants are generally only applicable to streets that are designated as “Federal Aid Eligible” and “City Major” streets. Grants are not available for the local street system, with exception of one through the MDOT Economic Development Office. Since its inception in 2018, the city has received funding through this grant once and continues to apply for the grant annually. In 2021, the city voters passed a 3.5 mil street millage and implements special assessment districts to increase funding for street projects. The DPS and City Engineer are developing a new Asset Management Plan to replace the **June 2013 City of Hillsdale Streets and Storm Sewer Capital Improvement Plan** as a guide to street repair. Public Services has planned for annual maintenance and reconstruction of streets including but not limited to crack fill, patching and chip sealing. Annual reconstruction/rehabilitation of street utilizing the available funding from the millage. Sidewalks are typically rehabilitated/replaced in conjunction with road improvements.
- **Motor Equipment** – The Public Services 10-Year Equipment Replacement Schedule has identified motor equipment for replacement for each fiscal year.
- **Building (Public Services)** – Public Services has identified the need for a new 2000 s.f. building to house offices and employee break and locker facilities. The existing office building would be converted into a garage and service facility for equipment. The current garage and service building would be demolished.
- **Buildings (Other)** - Public Services is planning continued maintenance for the Mitchell Building. Other building improvements for the Mitchell also include returning the façade to its original historic appearance.

City of Hillsdale Capital Improvement Plan

- **Cemeteries** – Hillsdale has two (2) cemeteries: Oak Grove on Montgomery Street and Lake View Cemetery on Barnard Street. Public Services will continue annual chip-seal roadway improvements for both cemeteries. Phase I of Lakeview Cemetery expansion is nearing completion in Fall 2022. Phase II restoration efforts will continue in Spring 2023.
- **Parks and Recreation** - Hillsdale has nine (9) city parks. They provide 375.13 acres of recreation and open space. The parks include Wildlife Sanctuary, Cold Springs, Kekoose, Fields of Dreams, Lo Presto Field, Stock’s Park, Waterworks, Owens, and Sandy Beach. Also, there is the Baw Beese Trail, Meyer Parkway, Jim Inman Park, and Slayton Arboretum. There is also a nine-hole disc golf course open for public use at Owens Memorial.
- HILL-JO TRAIL - The Michigan Department of Transportation (MDOT) maintains the “Hill-Jo” Trail, which connects the Village of Jonesville to the City of Hillsdale along the M-99 corridor, including a roadside park in Jonesville.
- BAW BEESE TRAIL - The Baw Beese Trail connects Downtown Hillsdale with City parks along Baw Beese Lake. Those trails are part of the greater North County Scenic Trail – a multi-state facility that traverses New York, Pennsylvania, Ohio, Michigan, Wisconsin, Minnesota, and North Dakota. The trails should be better signed and advertised to make it accessible to outsiders. Wayfinding Signs should clearly mark the Trail head and access points along with delineating a clear route to the downtown and other shopping and eating areas in the City. Wayfinding signage design and installation should be included as a future capital project.
- MRS. STOCKS’S PARK - In 2003, the Hillsdale City Council unanimously approved the formation of a committee to look at restoring Mrs. Stock’s Park. The committee has yielded the following ideas for the restoration project’s overall objectives: creating a cultural center for the community; restoring the unique and attractive garden setting; recreating bridges, ponds and other structures.
- FIELD OF DREAMS - The last of six (6) dugouts were installed in the summer of 2014. Other improvements have included resurfacing of three baseball diamonds, purchase of new bleachers and refurbishment of existing structures, pouring of cement slabs under bleachers and a community paint mural provided for by the Ladies Beautification League and other concession stand improvements. Custom seating fabricated by a local tradesman, cement walkway, two shade trees, lighted flagpole, epoxy coating on the plumbed restroom floors were complete in 2015. Projects were funded by memorials left by two local families, concessions revenues and tournament revenues and a grant from the Hillsdale County Community Foundation. Improvements are always under consideration for the Field of Dreams.
- NEW PARK FACILITIES – Per Master Plan recommendations, the City should take advantage of its location on the headwaters of the St. Joseph River. As property becomes available, the City should attempt to gain possession to incorporate into its park system and/or encourage private development of river front property into recreational uses such as canoe/kayak liveries or fishing docks.

City of Hillsdale Capital Improvement Plan

- ADA-COMPLIANT PLAYGROUND STRUCTURES – Public Services will begin planning that will supply ADA-Compliant playground equipment in all City parks that currently have such structures. Improved Fall Zones around new and existing structures to meet current requirements.
- MILL POND DAM STAGED REMOVAL – Public Services will continue to work closely with MDEQ and MDNR to safely remove the existing mill pond dam and drain the pond in way that will have as little impact on the environment as possible.
- **Urban Forest** - The City of Hillsdale has been a Tree City USA community since 1977. The City maintains nearly 5,000 trees along its streets and within its parks. In 2010, the City of Hillsdale adopted the Public Tree Planting Program that allows interested individuals and/or businesses to purchase trees for the city to be planted in the city right-of-ways or city parks. The City’s Forestry department is committed to planting a minimum of twenty (20) to thirty (30) trees annually, based on available funding. Street trees are funded through the City’s general fund and Act 51 Street Revenue.

Public Services Improvements

	Budget Year				
	2025	2026	2027	2028	2029
Streets	600,000	600,000	600,000	600,000	600,000
Sidewalks	50,000	50,000	50,000	50,000	50,000
Revolving Motor Equipment Fund	220,000				
Building (Public Services)					
Cemeteries	15,000				
Total (\$)	885,000	650,000	650,000	650,000	650,000

Summary of Improvements

- Annual Pavement Improvement and Reconstruction Program (2023-27)
- Revolving motor equipment fund for new and replacement equipment (2019-25)
- Playground Structure improvements (2023-27)
- Annual Sidewalk Replacement (2023-27)
- Building and site improvements for DPS facility (2023-27)

Dial-a-ride



Hillsdale Area Dial-A-Ride, operated by the City of Hillsdale, is the only public bus service in the City. It has been in operation since 1975. The administrative offices and garage are located at the west end of the Manufacturing and Technology Park at 981 Development Drive.

There are four (4) lift equipped buses. Ridership in the 2014 fiscal year was 31,355, with winter months showing the highest use. School age children make up 45% of the riders; 35% are senior citizens and 20% are residents with disabilities. This service runs within the Hillsdale City limits and is a demand response system with curb to curb service, 7:15 - 4:15 Monday through Friday. Dial-a-Ride provides valuable service for the City of Hillsdale residents.

- **Equipment** – Dial-A-Ride has identified a future need for base unit radio equipment, antenna, and dispatch software. These systems were purchased new in 2012. Funding for radio equipment upgrades may be available through grant programs.
- **Motor Equipment** – Dial-A-Ride maintains three (3) active buses and one back up bus. Buses are funded through State and Federal grants and replaced on a 7-10 year cycle based on request and availability.

Dial A Ride Improvements

	Budget Year				
	2025	2026	2027	2028	2029
Bus Replacement	183,000	183,000		183,000	183,000
Generator			15,000	50,000	
Total (\$)	183,000	183,000	15,000	233,000	183,000

Fire Department



The Hillsdale City Fire Department (HCFD) is located at 77 E. Carleton Road less than one block from City Hall. Built in 1966, the fire station is a one story building with office space, living quarters, kitchen, and a dormitory for fire personnel. In addition, the station has five truck bays, two of which can be accessed from the rear of the facility.

The Fire Department is staffed 24 hours a day, 365 days a year. The HCFD is a combination department consisting of a shared Chief with the Police Department, four (4) full time fire officers that includes a Deputy Fire Chief, a Lieutenant, and two Engineers. The full time staff is complemented by four (4) part time fire officers and nine (9) part paid firefighters. The HCFD responds to over a thousand (1,000) calls per year for fire related, rescue, and emergency medical calls for service.

The HCFD maintains four (4) trucks with firefighting capabilities. A 2017 Rosenbauer engine/pumper with a 1,000 gallon water tank and a 1,500 gallon per minute pumping capacity. A 2000 Pierce engine/pumper with a 750 gallon water tank and a 2,000 gallon per minute pumping capacity. A 2003 E-One Aerial with a 100 foot ladder, a 500 gallon water tank and 2,000 gallon per minute pumping capacity. A 2016 Ford 350 pickup with a 250 gallon water tank and a 150 gallon per minute pumping capacity utilized for brush and grass fires.

- **Equipment** - The Fire Department is requesting the replacement of turnout gear as it expires. NFPA 1851 specifies the fire helmets, hoods, boots, coats, pants, and gloves must be retired 10 years after date of manufacture. The HCFD will need to replace four (4) sets in the 2022-23 budget, four (4) sets in 2023-24, and four (sets) in 2024-25. Approximate cost is \$2,565 per set.
- **Motor Equipment** - The 2000 Pierce engine/pumper should be replaced in the 2024-25 budget to avoid catastrophic failure of equipment older than 25 years. The cost will be approximately \$600,000. If approved for a mini pumper, cost will be 3000,000 and purchased in the 2023-24 budget year.
- **Building** - Renovations that include overhead door heights moved to fourteen (14) feet with new doors, cement threshold improvements, new garage skylights, new garage LED lighting, replace three (3) steel entry doors, flat roof over office area removed and addition of second floor for training room and storage, ADA compliant restroom, appropriate HVAC system and automatic generator. The cost will be approximately \$500,000 and will be completed in phases over three budget years beginning in the 2024-2025 budget year.

City of Hillsdale Capital Improvement Plan

Fire Department Improvements

Budget Year	2025	2026	2027	2028	2029
Equipment	10,260	10,260			-
Motor Equipment	300,000	-	-		-
Building	-	166,666	166,666	166,666	-
Total (\$)	310,260	176,926	166,666	166,666	-

Summary of Improvements

- Building renovations, begin 2024 through 2027

Hillsdale Municipal Airport



The Hillsdale Municipal Airport is a State of Michigan licensed "Public Use-General Utility Airport". The runway was recently reconstructed and expanded to 5000 feet by 100 feet. The crowned and grooved construction offers superior drainage for excellent braking/steering characteristics and the weight bearing capacity rating has been increased up to the "Gulfstream" category of business aircraft. Future development includes a new terminal building/parking area, hangars, fuel farm and full length taxiway.

Over the past 10 years, we have been improving our Airport project-by-project. We are at an important stage in the development of our Airport, as the remaining few projects on our CIP are all related to each other. The New Terminal (to be located adjacent to the new apron), final phase of the parallel taxiway, and relocated T-hangars are the final piece of the puzzle for our development program. The full parallel taxiway cannot be constructed until the new terminal is constructed and existing T-hangars are demolished. We feel that this final development package is an excellent candidate for supplemental funding. We are working closely with FAA and MDOT for grant opportunities.

Airport Improvements

Budget Year	2025	2026	2027	2028	2029
Terminal Facility					
SRE Design					
SRE Procure	400,000				
Taxi Lane & T Hanger Complex Design	110,000				
Taxi Lane & T Hanger Complex Construction		1,500,000			
Demolish Exist. Terminal & Hanger Facilities			662,000		
Connect Taxiway C & Electrical Vault Design			200,000		
Connect Taxiway C & Electrical Vault Construction				2,184,000	
Total (\$)	510,000	1,500,000	862,000	2,184,000	

Library



Library services have been offered for nearly 125 years in the City of Hillsdale. The Mitchell Public Library served Hillsdale for 95 years until the construction of the Hillsdale Community Library in 2003, a two million dollar state-of-the-art library building located at 11 E. Bacon Street. The new library also includes dedicated space for children's programming, a young adults' area and expanded technology. The new facility also includes a spacious community meeting room that not only

provides programming space for the library, but also for local civic and other organizations, to use for presentations and meetings. The library is currently paying on a loan for the construction of the new facility.

Library Improvements

Budget Year	2025	2026	2027	2028	2029
Replace Fire System	\$4,400	\$4,400	\$4,400	\$4,400	\$4,400
Replace Mtg. Rm. Carpets	\$1,100	\$1,100	\$1,100	\$1,100	\$1,100
Toilet Rm. Repairs	\$1,400	\$1,400	\$1,400	\$1,400	\$1,400
Children's Section Remodel	\$4,800	\$4,800	\$4,800	\$4,800	\$4,800
Teen Zone	\$1,200	\$1,200	\$1,200	\$1,200	\$1,200
Young Adult Study Nook	\$5,400	\$5,400	\$5,400	\$5,400	\$5,400
Total (\$)	\$18,300	\$18,300	\$18,300	\$18,300	\$18,300

Police Department



The Police Department is currently housed within City Hall which is located on a triangle parcel formed by E. Carleton, N. Broad, and N. Hillsdale Streets. City Hall is isolated on an “island” surrounded on all sides by converging streets, making parking and accessibility a challenge. Currently this building provides insufficient space for evidence storage (mandated) an isolated interview room, and equipment storage. A new building or renovations to City Hall is required to meet these needs.

The Police Department provides 24 hour service which includes primary road patrol, criminal investigations, civil dispute mediation, crowd control, and event security. Phone calls are answered by the Police Department and Hillsdale County Central Dispatch. Hillsdale County provides an emergency 911 phone system.

The Police Department consists of fourteen (14) full time state certified Police Officers, one (1) part time state certified Police Officers, two (2) full time non certified administrative personnel, and six (6) non certified volunteer Reserve Officers. The full time staff consists of a Chief of Police, a Lieutenant, three (3) Sergeants, one (1) Detective, eight (8) Patrol Officers, one (1) Administrative Professional, and one (1) Records Manager.

The Department maintains six (6) vehicles; five (5) are fully marked for use by Patrol, Sergeants, Lieutenant, and the Chief. One (1) is unmarked and is utilized by the Detective.

The Hillsdale County Sheriff’s Department operates the county jail with a capacity of 67 inmates. This is located within the City of Hillsdale. The Hillsdale County Courts are also located within the City of Hillsdale.

- **Equipment** – The Police Department requires Officers to purchase their own firearms for duty which includes a handgun and a patrol rifle. The Department currently owns two (2) handguns and three (3) patrol rifles for Officers to use until they purchase their own or to replace when firearms require repairs and service. The Department plans on purchasing fifteen (15) handguns with night sights for issuance to full time and part time Police Officers. Project is for the 2023-24 budget for \$6,135. The Police Department is required to replace their Conducted Electrical Weapons every five years. In June of 2018 Axon issued a bulletin stating that since their Conducted Electrical Weapons are composed of hundreds of individual electronic components and several printed circuit boards “Axon will not service or repair weapons older than five years and does not provide its product liability insurance certificate to agencies fielding weapons of this age.” This replacement is for the 2024-25 budget at an approximate cost of \$8,000 for six (6) Axon Tasers.
- **Motor Equipment** - Marked Police vehicles are on a four (4) year rotation with unmarked vehicles being replaced at approximately ten (10) years or as needed. The Police Department has planned for the replacement of one (1) marked vehicle per year beginning in the 2023-24 budget year for \$45,000 per year.

City of Hillsdale Capital Improvement Plan

Police Department Improvements

	Budget Year				
	2025	2026	2027	2028	2029
Equipment	8,000	-		-	
Police Vehicle	45,000	45,000	45,000	45,000	45,000
Total (\$)	53,000	45,000	45,000	45,000	45,000

Tax Increment Authority (TIFA)

The City of Hillsdale Tax Increment Finance Authority (TIFA) was established in 1986 under the Tax Increment Finance Authority act, Act 450 of 1980, to “prevent urban deterioration and encourage economic development and activity and to encourage neighborhood revitalization and historic preservation.” The purpose of the TIFA is to promote economic development through programs and public improvement projects that create opportunity, provide entrepreneurial support, and preserve property values while maintaining the historic nature of Downtown Hillsdale.

The TIFA derives its funds from a geographically defined district. The assessed value of properties located in the district at the time it was created established the baseline value. Any incremental increase in property taxes above this baseline are captured by TIFA to be reinvested into the district. Incremental taxes captured by TIFA may *only* be spent within that district.

As an organization, TIFA functions as an independent authority under a Board of Directors with its own budget and Rules of Procedure. (Please see attached.) The TIFA Board is made up of a group of local volunteers as defined by the Act. TIFA meets bi-monthly and is subject to the Open Meetings Act so notice of the meetings are posted, minutes are published and there is public attendance and public comment.

The TIFA must periodically amend its Development Plan which dictates the projects and goals that the TIFA wishes to pursue in the coming years. Since the boundaries of the TIFA district coincide almost perfectly with Hillsdale’s National Register of Historic Places commercial district, the preservation of historic buildings is a priority. Over the years, TIFA funds have typically been spent on infrastructure improvements and a successful Façade Grant program which has provided funds to restore and maintain the facades of Hillsdale’s historic commercial buildings. The 2015 TIFA Development Plan set as a priority the redevelopment and reuse of vacant and underutilized downtown buildings. TIFA funds will continue to be invested in the preservation of Hillsdale’s historic buildings and in programs that promote economic activity and increase property values in downtown Hillsdale.

TIFA Improvements

	Budget Year				
	2025	2026	2026	2028	2029
Debt Repayment	80,000	80,000	80,000	40,000	
Total (\$)	80,000	80,000	80,000	40,000	

Coordination with Other Capital Improvements

The City of Hillsdale is not the sole owner and operator of capital assets and community amenities in the City and surrounding area. Project coordination and cost-sharing with other local entities will help ensure greater efficiency and maintain the level of service within the community. Other local entities include:

- Hillsdale Housing Commission

HILLSDALE HOUSING COMMISSION

The Housing Commission of Hillsdale is available to assist low-income families with safe, decent, and affordable housing opportunities. The Housing Commission is committed to operating in an efficient, ethical, and professional manner. Hillsdale Housing Commission operates 60 affordable units across its public housing portfolio. Hilltop Apartments located at 45 N. West Street.

Opportunities for Coordination

- Sidewalk projects
- Lighting projects

Website: www.hillsdalehousing.org