



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

Planning Commission Agenda **November 20, 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 10/16/2024 minutes

IV. Old Business

- A. No Old Business

V. New Business

- A. 2025 Meeting Schedule
- B. Elect New Secretary
- C. 2024 PC Annual Report
- D. Master Plan Review

https://www.cityofhillsdale.org/sites/default/files/fileattachments/planning_and_zoning/page/133/final_master_plan_update_2021_with_resolution.pdf

VI. Zoning Administrator Report

VII. Commissioners' Comments

VIII. Public Comment

Any Commission related item – 3 min. limit

IX. Adjournment

Next meeting: **Wednesday, December 18, 2024 at 5:30 pm**



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Minutes
Planning Commission
October 16, 2024

I. Call to Order 5:30 pm

- A. Pledge of Allegiance
B. Roll Call Present: Laycock; Morrisey; Bruns; Kniffin; McConnell. Absent: Rogers; Moore.

II. Public Comment

Any agenda item – 3 min. limit
-George Allen counseled against confirming the Lifeways site plan.
-Earl Poleski, chair of the LW Board and Jackson Commissioner, asked the PC to confirm the LW site plan.

III. Consent Items

- A. Approval of agenda
B. Approval of Planning Commission 7/17/2024 minutes McConnell motioned to approve, seconded by Morrisey; all in favor.

IV. Site Plan Review

- A. Three Meadows North – Final Plans
B. Lifeways Office Building – 3310 Beck Rd.
Three Meadows Site Plan:
-Mike West, Allen Edwin Homes representative, presented the site plans and answered questions from the PC with support from his colleague, Brian Farkas.
-After some discussion about the scope of the PC's authority and the details of the developer's plans, Morrisey motioned to approve, seconded by McConnell. Morrisey, McConnell, and Laycock voted to confirm the site plans. Kniffin and Bruns voted against.

V. Old Business

- A. Traffic Calming Plans
Lifeways Office Building Site Plan:
-Andrew Rosell, LW's civil engineer, described the project.
-Maribeth Leonard, LW's CEO, mentioned that LW wants to expand its customer base maximally, and that the building would support 14 day overnight stays for customers.
-The Commissioners had some technical questions about the project.
-Morrisey motioned to approve, seconded by Laycock. McConnell, Morrisey, and Laycock voted in favor; Kniffin and Bruns voted in opposition.

VII. Zoning Administrator Report

- A. 36-411 – Schedule of Regulations
B. 36-168 – Fence
V. Old Business: Alan Beeker delivered a brief update on the traffic calming project, suggesting that things are moving ahead tentatively.

VIII. Commissioners' Comments

VII. Beeker briefly described the changes that he would consider making to the municipal code, to be taken up at greater length at a future meeting.

IX. Public Comment

Any Commission related item – 3 min. limit
VIII. McConnell noted that he does not support either the Three Meadows or the Lifeways projects, but does not believe it is in the PC's purview to question beyond the validity of the site plans.

X. Adjournment

Next meeting: Wednesday, November 20, 2024 at 5:30 pm

PC adjourned at 6:45 pm. McConnell motioned, seconded by Kniffin. All in favor.

2025 Planning Commission Meeting Dates
City Hall
3rd Floor Council Chambers
5:30 p.m.

January 15
February 19
March 19
April 16
May 21

June 18
July 16
August 20
September 17
October 15
November 19
December 17

The City of
HILLSDALE
MICHIGAN



2024

HILLSDALE CITY PLANNING COMMISSION

ANNUAL REPORT



This year has been one full of achievements, and new strides in the City of Hillsdale. These changes and achievements have been reflected through the clear, calm decisions made during meetings in order to better our city. Projects, zoning approvals, and site plan reviews are just a few of the wonderful things the City of Hillsdale has accomplished this planning year.

YEAR IN REVIEW 2024

- **Site Plan Reviews:**

- Hillsdale City Airport
 - Terminal Building
 - New Facility
- 3751 W Carleton Road
 - Aldi
 - New Facility
- 300 Hidden Meadows Drive
 - Completion of Three Meadows Housing Development
 - Site Condominium
- 285 Industrial Drive
 - AAA Self Storage
 - Expansion – Eight New Structures
- 3310 Beck Road
 - Lifeways Health Services
 - New facility

- **Ordinance Reviews:**

- Capital Improvement Plan (CIP)
 - Annual approval of the financial part of the City Master Plan
- Secs. 36-431 and 36-432
 - Amended to add alternative energy system zoning requirements.
- City Master Plan Review
 - Continued review of Master Plan to track actionable items.
- Sec. 36-5 Dwelling & Sec. 18-172
 - Amended to reduce required square footage of a dwelling

- **Land Divisions:**

- 2 N Howell



Goals and Objectives

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I. Long Term Goals

1. Establish vibrant corridor businesses.
2. Establish a vibrant downtown.
3. Strengthen and promote the manufacturing park.
4. Improve drivability and walkability safely within the City through the restructuring of streets and sidewalks.
5. Promote and maintain historic architecture.
6. Develop existing water and waterway access.
7. Improve utilities, including fiber optic cable.

II. Long Term Action Steps

1. Encourage efficient, clear, consistent development plan review process.
 - a. Regular update of City Master Plan (City Planning Commission)
 - b. Regular update of City Capital Improvement Plan (City Planning Commission)
 - c. Regular review and update of City ordinances (City Staff)
 - d. Promote abatement and grant programs (Assessor and Economic Development)
2. Create and strengthen relationships with County and State agencies (City Manager)
3. Promote programs to attract new development (Economic Development, TIFA)
4. Develop river, lake, and park resources
5. Develop long-range plans for infrastructure improvements (DPS, City Engineer)
6. Study transportation system (Planning, DART)
7. Improve Drivability
8. Promote Fiber optic Cable

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Citywide Economic Development
Improved Drivability, Walkability, and Safety
Support Neighborhood Revitalization
Promote and Maintain Historic Architecture
Develop Existing Water and Waterway Access
Improve Utilities

III. Short Term Goals

A. CITYWIDE ECONOMIC DEVELOPMENT

- a. Commercial Development: Encourage the development of commercial uses to support the needs of the City of Hillsdale and the surrounding area, providing convenient shopping and related services to area residents and assuring compatibility of commercial areas with residential and other areas.
 1. Goals
 - (1) Encourage clustered commercial development rather than ‘sprawl’ or strip development.
 - (2) Locate commercial establishments for access to efficient transportation systems and for the convenience of residents.
 - (3) Locate commercial uses to avoid incompatible adjacent uses.
 - (4) Encourage diversification in the type of commercial and business establishments in order to meet a greater range of citizen needs.
 - (5) Develop commercial businesses that enable residents to spend locally.
 - (6) Preserve the architectural integrity of older commercial areas as they are redeveloped and restored.
 2. Action Steps
 - (1) Utilize current tools to ensure greater green space and better landscaping.
 - (2) Review zoning ordinance safeguards to minimize the negative impacts of commercial activities on roads, adjacent land uses, and the environment.
 - (3) Evaluate the expansion of Form-Based Zoning ordinances in commercial areas.

- b. Industrial Development: Foster industrial development and redevelopment, with emphasis on the development of light, clean industry that will diversify the local economy, strengthen the City tax base, and protect the local environment from degradation.
 - 1. Goals
 - (1) Encourage commercial/residential mixed use redevelopment of abandoned industrial sites outside of industrial parks.
 - (2) Redevelop existing abandoned industrial sites.
 - (3) Support grant request for Brownfield redevelopment support and blight elimination.
 - (4) Leverage high-speed internet infrastructure to attract technology-related businesses. (EDC)
 - (5) Support start-up industries to locate in redeveloped sites. (EDC)
 - (6) Monitor and update zoning ordinances to remain current with needs and trends of industry.
 - (7) Assure industrial sites' access to major thoroughfares without disrupting secondary and tertiary roadways.
 - (8) Encourage industrial development in areas where soils are suitable, minimizing potential for groundwater contamination; favor uses that do not pollute the air, soil, water, or compromise the quality of life of residents; this includes appropriate buffering, including landscaping, of each new or expanding site.
 - (9) Promote and find technology-based companies, especially data storage.
 - 2. Action Steps
- c. Development Regions: The City has established three main development regions, each with its own characteristics and needs.
 - Vibrant M-99 Corridor Businesses
 - 1. Goals
 - (1) Encourage walkability and limit the number of automobile access points in M-99 redevelopment projects.
 - (2) Encourage a uniform streetscape and the development of attractive gateways to the community.
 - (3) Extend and develop pedestrian and bike paths
 - 2. Action Steps
 - (1) Develop Form-Based zoning to create a uniform streetscape for the Corridor.
 - (2) Extend and maintain bike lanes.

- (3) Continue Wayfinding Signs plan.
- (4) Remove Blight
- (5) Support Fairgrounds restoration
- Prosperous Industrial Park
 - a. Goals
 - (1) Encourage commercial/residential, mixed-use redevelopment of abandoned industrial sites outside of industrial parks.
 - (2) Support industrial development
 - (3) Encourage the development of light, clean industry clustered in industrial parks that will diversify the local economy, provide a stable tax base and will protect the local environment from degradation
 - (4) Redevelop existing abandoned industrial sites.
 - (5) Allow light industrial uses that provide economic benefit to the community and that do not result in negative consequences to bordering neighborhoods.
 - (6) Provide high-quality business locations with existing essential infrastructure
 - (7) Increase local employment opportunities
 - (8) Assure industrial uses have access to major thoroughfares and do not disrupt secondary and tertiary roadways.
 - (9) Encourage industrial development in areas where soils are suitable and potential for groundwater contamination is minimized.
 - b. Action Steps
 - (1) Support grant requests for Brownfield redevelopment support. – Ongoing
 - (2) Encourage industrial development to locate in well planned locations where these uses can be clustered and assure a high degree of compatibility with surrounding land uses. – Ongoing
 - (3) Encourage location of industrial uses where sufficient infrastructure can support these uses. - Ongoing
 - (4) Buffer industrial uses from residential uses. - Ongoing
 - (5) Favor uses that do not pollute the air, soil, water, or are offensive to neighboring land uses because of noise, sight, or odor. - Ongoing
 - (6) Research and write grants for blight elimination
 - (7) Industrial Facilities Tax Exemption (IFT)
 - (8) Brownfield Redevelopment Authority (BRA)
 - (9) Leverage high-speed internet infrastructure to attract technology related businesses. (EDC)
 - (10) Support start-up businesses to locate in redeveloped sites. (EDC)
 - (11) Partner with BPU to attract new business
 - (12) Promote and find technology-based companies, especially data storage

c. Downtown Revitalization

a. Goals

- (1) Foster redevelopment and restoration of existing commercial areas
- (2) Preserve the historical character of the downtown business district centered on the architectural style most common in the area
- (3) Enhance the unique qualities of the downtown business district with flexibility in zoning and land use
- (4) Encourage redevelopment and use of second and third floors of buildings to include residential and other uses
- (5) Concentrate on redevelopment and restoration of existing commercial areas rather than promoting new commercial development in fringe or strip areas.
- (6) Preserve the historic character of the downtown business district centered on a historic theme and architectural style most common in the area.
- (7) Enhance the unique qualities of the downtown business district by creating flexibility in zoning and land use.
- (8) Encourage the redevelopment and use of second and third floor buildings in the downtown business district to include residential and other uses.
- (9) Support continued rehabilitation of the City's historic fabric
- (10) Rehabilitation and maintenance of Public and private buildings.
- (11) Encourage alternate forms of transportation
- (12) Develop resources for electric vehicles

b. Action Steps

- (1) Amend Parking Ordinance to allow more on-street overnight parking
- (2) Create bike lanes along major streets.
- (3) Install bike racks in highly visible areas
- (4) Continue and promote the TIFA façade program and restoration grants (TIFA Board)
- (5) Enforce existing code (City Code Enforcement Office)
- (6) Seek programs and grants for Blight Removal
- (7) Encourage non-profit involvement especially the arts
- (8) Obsolete Property Rehabilitation Abatement (OPRA)
- (9) Rental Rehabilitation Grants
- (10) Redevelopment Ready Communities Program (RRC)
- (11) TIFA Business incentive programs
- (12) Creation of Local Historic District

B. IMPROVED DRIVABILITY, WALKABILITY, AND SAFETY

- a. Improve Paser ratings on City streets
- b. Expand and improve walking trail facilities and security
 - 1. Install Call boxes along trail
 - 2. Expand parking facilities
- c. Reconfigure M-99 (Broad St.) to better manage traffic, support economic development and improve walkability.
 - 1. Work with MDOT to design road alterations
- d. Require sidewalks in new development projects
 - 1. Create streetscape ordinances

C. NEIGHBORHOOD REVITALIZATION:

The City of Hillsdale features a high percentage of older stock, most of it well worth preserving and rehabilitating in order to enhance the quality of life of residents and increase property values.

- a. Goals
 - 1. Support neighborhood revitalization
 - 2. Encourage a variety of new residential development that will assure safe and sanitary housing to meet the needs of existing and future residents
 - 3. Provide affordable housing for working families and senior residents
- b. Action Steps
 - 1. Adoption of form-based code and historic preservation tools.
 - 2. Consider zoning changes that better manage multi-family housing and work to preserve single-family housing where appropriate.
 - 3. Analyze & Recommend Neighborhoods for future Neighborhood Enterprise Zone (NEZ)
 - 4. Zone for appropriate mixed-use in residential neighborhoods that encourages redevelopment, walkability and small business development.
 - 5. Locate new residential development in areas where potential conflicts with incompatible land uses can be avoided.
 - 6. Amend ordinances that allow for variable density of residential uses to be mixed with commercial uses.
 - 7. Creation of Local Historic Districts
 - 8. Increase Neighborhood involvement through competition
 - 9. Research Adopt-A-Neighborhood and implement with non-profits
 - 10. Seek programs and grants for Blight Removal
 - 11. Create neighborhood pocket parks or gardens on empty lots
 - 12. Neighborhood Enterprise Zones (NEZ)
 - 13. Market Hillsdale as a great place to live

D. DEVELOP EXISTING WATER AND WATERWAY ACCESS

- a. Study potential hazards, water quality and natural features of the St. Joseph River
 - 1. Remove dam and drain Millpond
 - 2. Organize annual cleanup of trash
 - 3. Clear riverbanks of brush, invasive plants and fallen trees
- b. Evaluate existing, select parks as potential nature preserves
- c. Expand amenities in Waterworks, Owens and Sandy Beach parks
 - 1. Plant large, native species trees
 - 2. Build new indoor/outdoor facility for gatherings in Owens park
 - 3. Build storage facilities for dock renters in Owens or Sandy Beach parks
 - 4. Replace existing boat launch in Waterworks park
 - 5. Install new breakwater along park road

E. IMPROVE UTILITIES

- a. Evaluate and upgrade Electric, Water and Wastewater infrastructure
- b. Improve Storm Water control
 - 1. Create storm water ordinance
 - 2. Replace or install new storm water infrastructure in conjunction with other projects.