



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

The City of HILLS DALE

Planning Commission Agenda February 19, 2025

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 1/15/2025 minutes

IV. Site Plan Review

58 Park Street

V. Old Business

- A. Ordinance Review
 - a. Sec. 36-411 & 36-412

VI. New Business

A. No New Business

VII. Zoning Administrator Report

VIII. Commissioners' Comments

IX. Public Comment

Any Commission related item – 3 min. limit

X. Adjournment

Next meeting: Wednesday, March 19, 2025 at 5:30 pm

Planning Commission Minutes- January 15, 2025

- 1. Call to order
 - a. Pledge of Allegiance
 - b. Roll Call
 - i. Present
 - 1. Winters
 - 2. Kniffin
 - 3. Laycock
 - 4. Morrisey
 - ii. Absent
 - 1. Moore
 - 2. Rogers
- 2. Public Comment
 - a. None
- 3. Consent items
 - a. Approval of agenda
 - i. Amend agenda to remove "A" from New Business
 - ii. First- Morrisey
 - iii. Second-Winters
 - iv. All in favor
- 4. Old Business
 - a. None
- 5. New Business
 - a. Ordinance review 36-411 & 36-412
 - i. Discussion regarding driveway approach size.
 - ii. Administrator Beeker will make some adjustments to driveway approach sizes for this ordinance.
- 6. Zoning Administrator report
 - a. No upcoming business to report
- 7. Commissioner's comments
 - a. None
- 8. Public Comment
 - a. None
- 9. Adjournment
 - a. First-Winter
 - b. Second- Morrisey
 - c. All in favor



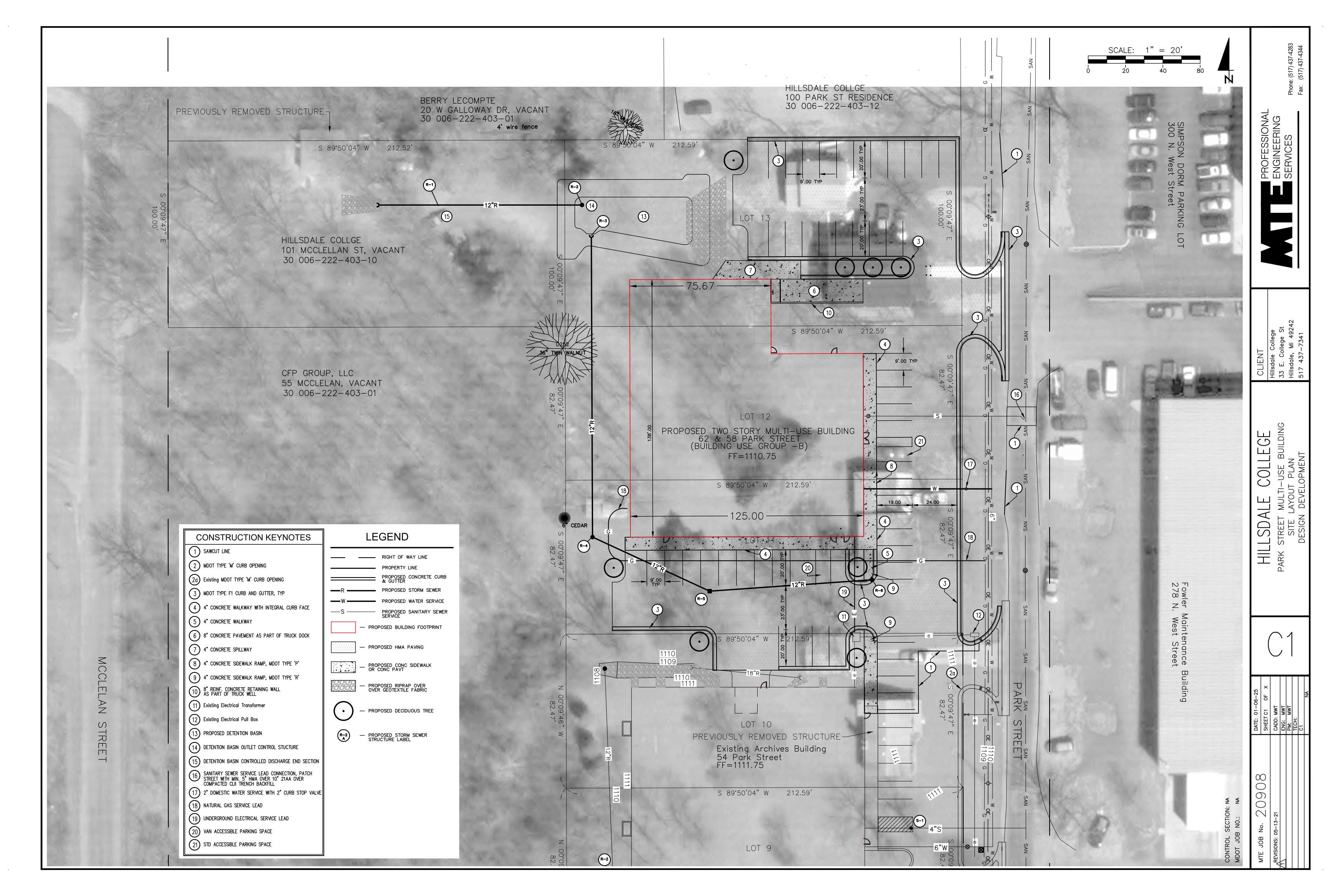
TO: Planning Commission

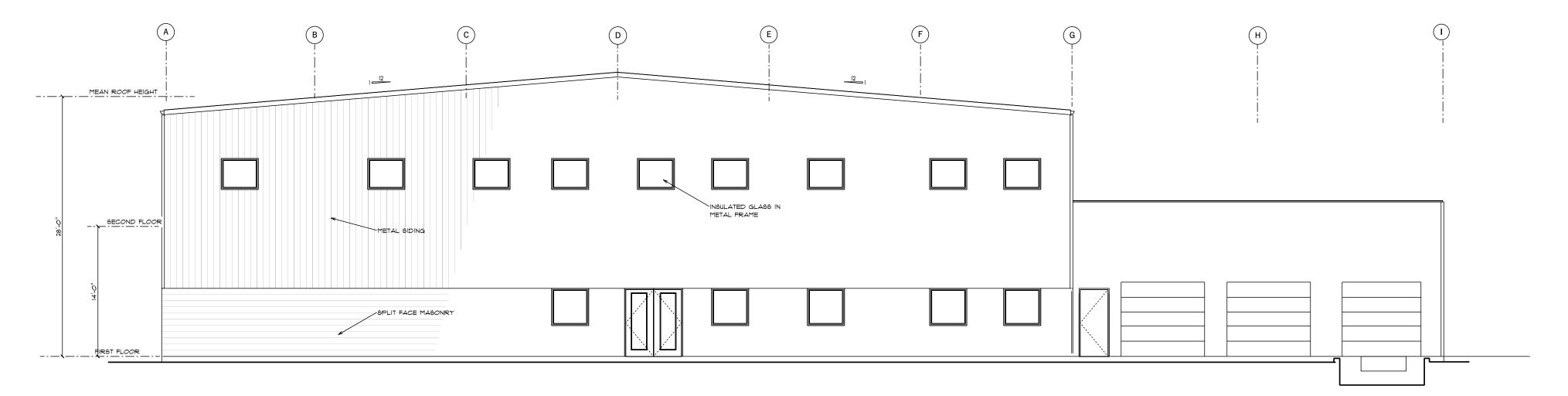
FROM: Zoning Administrator

DATE: February 19, 2025

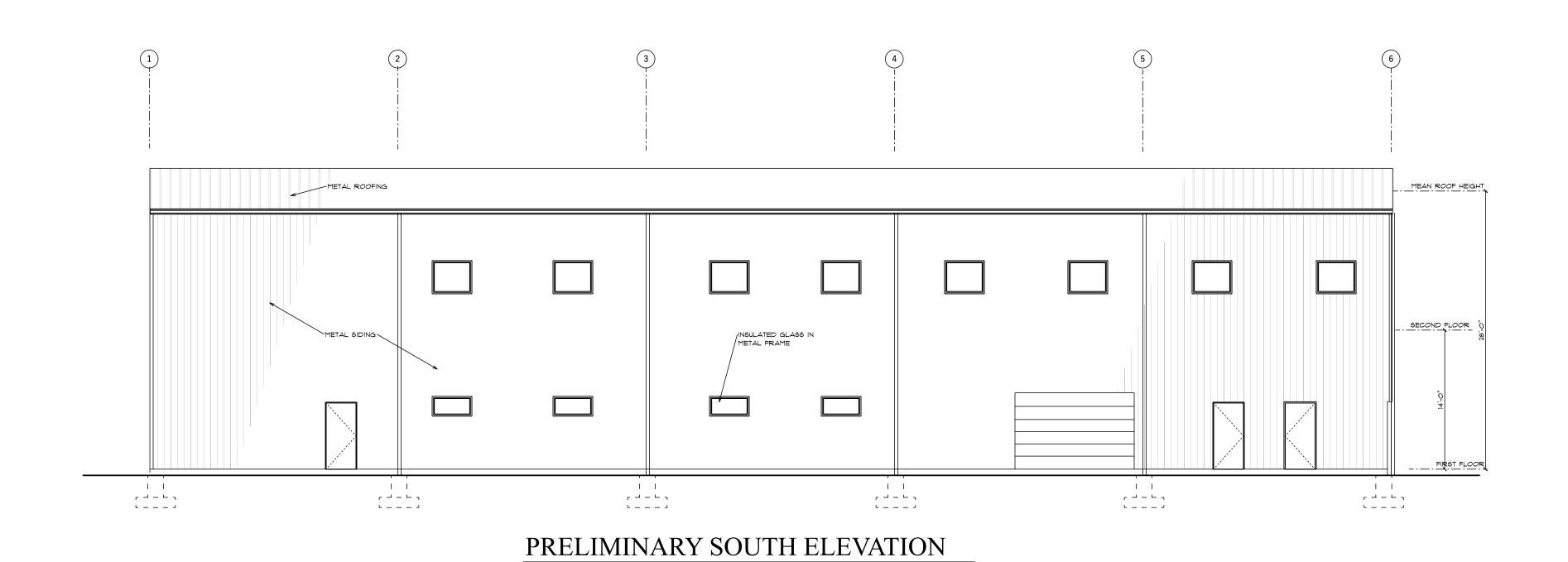
RE: Site Plan Review – 58 Park

Background: Hillsdale College is proposing a new building located at 58 Park. The proposed building is to be used for incoming mail and sorting as well as miscellaneous office space. The project has been reviewed by the city department heads, the report is included. Planning Commission members shall visit the site for field review. Zoning Administrator is requesting approval of the site plan.





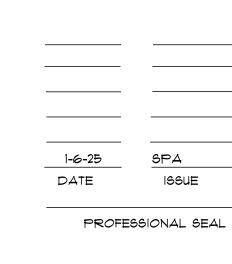
PRELIMINARY EAST ELEVATION



6. allen design ARCHITECTURE 49A WEST CHICAGO STREET

LEGE

PARK STREET
HILSDALE, MICHIGAN



JOB NUMBER 24-014

EXTERIOR
ELEVATIONS
DRAWING NUMBER

A200



ALAN C. BEEKER
ZONING ADMINISTRATOR
97 North Broad Street
Hillsdale, Michigan 49242-1695
(517) 437-6449 FAX: (517) 437-6450

February 5, 2025

Below is a list of the items cited during the review the plans of the proposed multi-use building to be located at 58 Park Street. The City Department Heads reviewed the plans and responded to the Zoning Administrator by email: Alan Beeker (Planning & Zoning), Jeff Gier (Board of Public Utilities), Jake Hammel (Board of Public Utilities), Jason Blake (Department of Public Services), Dan Poole (Fire Dept.)

Public Services

No issues

Public Safety

• Asked about location of FDC (building not suppressed)

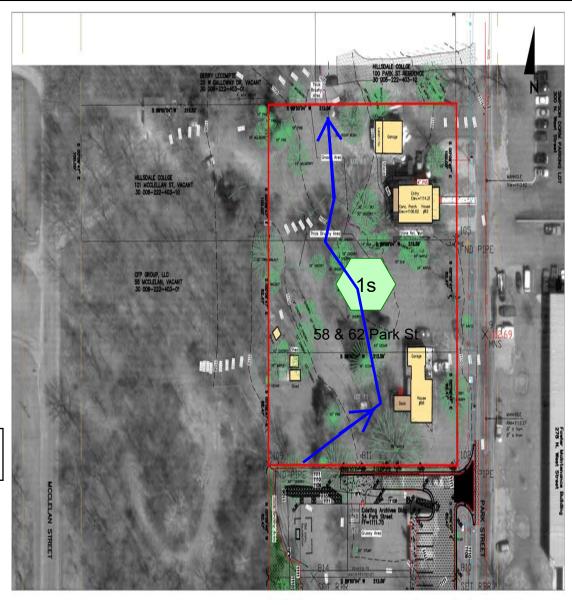
Board of Public Utilities

No issues

Planning/Zoning

No issues

The Planning Commission will review the drawings at the regular meeting which will be held on February 19, 2025 at 5:30 pm. The location will be at City Hall, 97 N. Broad St. in the 3rd Floor Council Chambers.



Existing Runoff Rate, Qex = 0.64 cfs







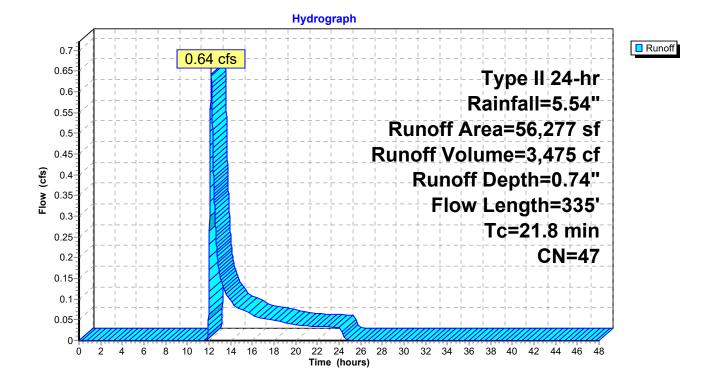




Routing Diagram for 58_62 Park St Existing

Prepared by MT Engineering, LLC, Printed 1/8/2025 HydroCAD® 10.00-20 s/n 05512 © 2017 HydroCAD Software Solutions LLC

Subcatchment 1s: 58 & 62 Park St



58_62 Park St Existing

Prepared by MT Engineering, LLC

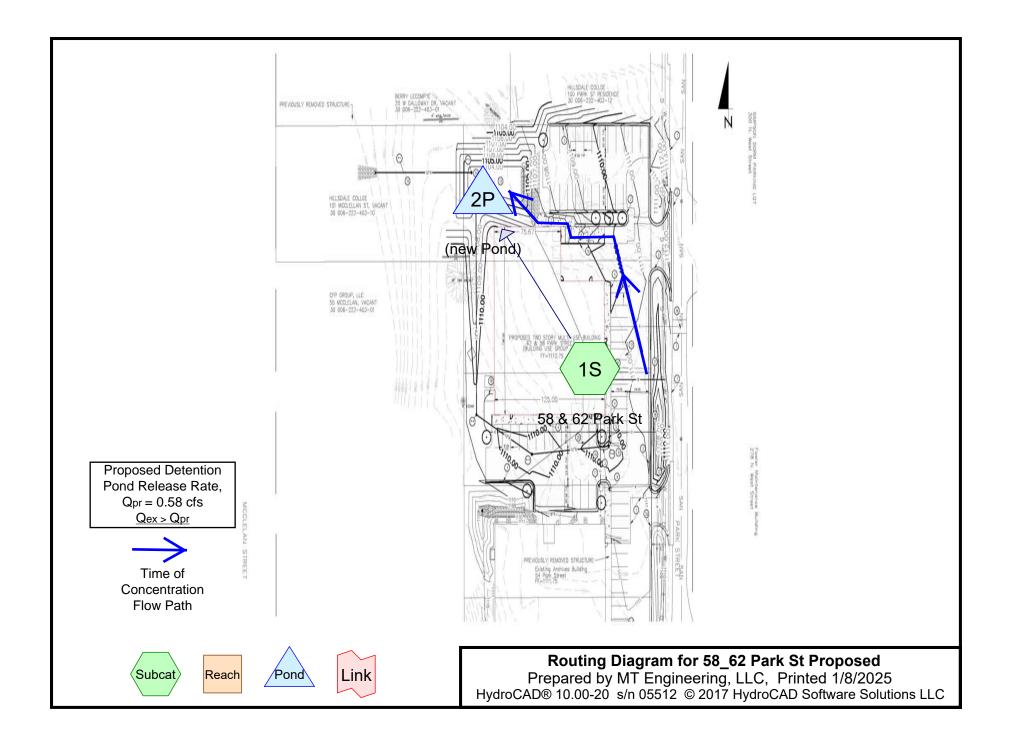
HydroCAD® 10.00-20 s/n 05512 © 2017 HydroCAD Software Solutions LLC

Summary for Subcatchment 1s: 58 & 62 Park St

Runoff = 0.64 cfs @ 12.21 hrs, Volume= 3,475 cf, Depth= 0.74"

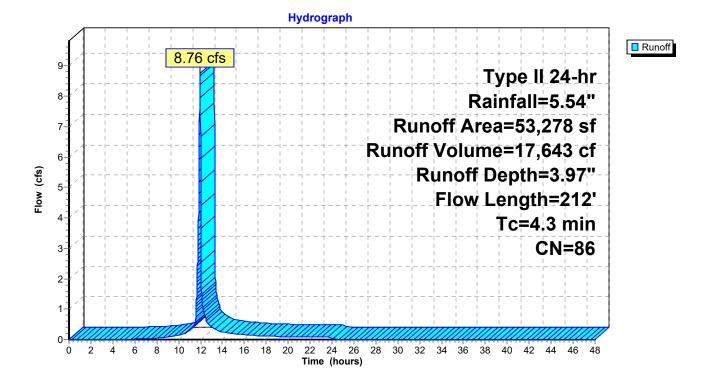
Runoff by SCS TR-20 method, UH=SCS, Weighted-CN, Time Span= 0.00-48.00 hrs, dt= 0.01 hrs Type II 24-hr Rainfall=5.54"

_	Α	rea (sf)	CN [Description							
•	*	8,074	98 F	Roofs, Pavement & Hard Surfaces							
		48,203	39 >	75% Grass cover, Good, HSG A							
		56,277	47 V	Veighted A	verage						
		48,203	8	5.65% Per	vious Area						
		8,074	1	4.35% Imp	pervious Ar	ea					
	_										
	Tc	Length	Slope	Velocity	Capacity	Description					
	(min)	(feet)	(ft/ft)	(ft/sec)	(cfs)						
	9.4	93	0.0650	0.16		Sheet Flow, Grassed Overland Flow					
						Grass: Dense n= 0.240 P2= 2.55"					
	10.6	57	0.0180	0.09		Sheet Flow, Grassed Overland Flow					
						Grass: Dense n= 0.240 P2= 2.55"					
	1.8	185	0.0125	1.68		Shallow Concentrated Flow, Grassed Overland Flow					
						Grassed Waterway Kv= 15.0 fps					
	21.8	335	Total								



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Subcatchment 1S: 58 & 62 Park St



58_62 Park St Proposed

Prepared by MT Engineering, LLC

HydroCAD® 10.00-20 s/n 05512 © 2017 HydroCAD Software Solutions LLC

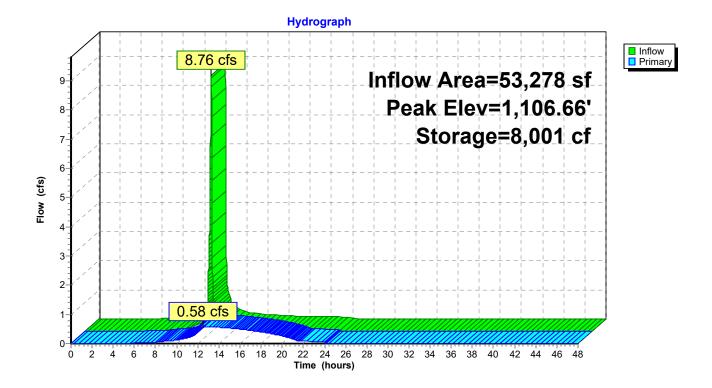
Summary for Subcatchment 1S: 58 & 62 Park St

Runoff = 8.76 cfs @ 11.95 hrs, Volume= 17,643 cf, Depth= 3.97"

Runoff by SCS TR-20 method, UH=SCS, Weighted-CN, Time Span= 0.00-48.00 hrs, dt= 0.01 hrs Type II 24-hr Rainfall=5.54"

_	Α	rea (sf)	CN [Description							
*		42,711	98 F	Roofs, Pavement & Hard Surfaces							
_		10,567	39 >	75% Gras	75% Grass cover, Good, HSG A						
_		53,278	86 V	Veighted A	verage						
10,567 19.83% Pervious Area											
		42,711 80.17% Impervious Area									
	_				<u>.</u>						
	Тс	Length	Slope	Velocity	Capacity	Description					
_	(min)	(feet)	(ft/ft)	(ft/sec)	(cfs)						
	3.5	107	0.0021	0.51		Sheet Flow, Parking Lot Sheet Flow					
						Smooth surfaces n= 0.011 P2= 2.55"					
	0.3	85	0.0400	4.06		Shallow Concentrated Flow, Parking Lot & Truck Well					
						Paved Kv= 20.3 fps					
	0.5	20	0.1000	0.67		Sheet Flow, Overland Riprap					
_						n= 0.035 P2= 2.55"					
	4.3	212	Total								

Pond 2P: (new Pond)



58_62 Park St Proposed

Prepared by MT Engineering, LLC

HydroCAD® 10.00-20 s/n 05512 © 2017 HydroCAD Software Solutions LLC

Summary for Pond 2P: (new Pond)

Inflow Area = 53,278 sf, 80.17% Impervious, Inflow Depth = 3.97"

Inflow = 8.76 cfs @ 11.95 hrs, Volume= 17,643 cf

Outflow = 0.58 cfs @ 12.54 hrs, Volume= 17,643 cf, Atten= 93%, Lag= 35.3 min

Primary = 0.58 cfs @ 12.54 hrs, Volume= 17,643 cf

Routing by Stor-Ind method, Time Span= 0.00-48.00 hrs, dt= 0.01 hrs Peak Elev= 1,106.66' @ 12.54 hrs Surf.Area= 4,731 sf Storage= 8,001 cf

Plug-Flow detention time= 128.0 min calculated for 17,639 cf (100% of inflow)

Center-of-Mass det. time= 128.0 min (923.9 - 795.9)

Volume	Inve	rt Avail.	Storage	Storage	Description	
#1	1,103.50	0'	9,696 cf	Custom	Stage Data (Pris	matic)Listed below (Recalc)
Elevatio	· -	Surf.Area (sq-ft)		.Store c-feet)	Cum.Store (cubic-feet)	
1,103.50	0	250		0	0	
1,104.00	0	1,425		419	419	
1,105.00	0	2,363		1,894	2,313	
1,106.00	0	3,532		2,948	5,260	
1,107.00	0	5,340		4,436	9,696	
Device	Routing	Inv	ert Outle	et Devices	3	
#1	Primary	1,103.3	33' 3.0"	Vert. Orif	fice/Grate X 1.37	C= 0.600

Primary OutFlow Max=0.58 cfs @ 12.54 hrs HW=1,106.66' (Free Discharge) 1=Orifice/Grate (Orifice Controls 0.58 cfs @ 11.82 fps)



TO: Planning Commission

FROM: Zoning Administrator

DATE: February 19, 2025

RE: Ordinance Review

Background: The Schedule of Regulations have been amended per discussions at the January meeting.

DIVISION 16. – SCHEDULE OF REGULATIONS

Sec. 36-411. Limitations on height, bulk, density and area by land use.

	Minimum Size Lot Per Unit		Maximum Height of Structures		Minimum Yard Setback (Per Lot in Feet)			Minimum Floor Area Per Unit (Square Feet)	Maximum Percentage of Lot Area Covered by All Buildings
Districts	Min. Area in Square Feet	Min. Width in Feet	In Stories	In Feet	Front	Each Side	Rear		
R-1 one-family residential	(a) 8,400	(a) 70	3½	35	25	8	10	1,000 Sec. 36-5	30%
RD-1 one- family residential	(a) 6,500	(a) 60	2½	25	25	8	10	1,000 Sec. 36-5	30%
RD-1 two- family residential	(a) 8,400	(a) (p) 70	2½	25	25	8	10	1,000 Sec. 36-5	35%
RM-1 multiple- family residential	(b)	<u>(p)</u>	4	40	25 (c)	8 (c)	10 (c)	1,000 (e) Sec. 36-5	35% (b)
B-1 local business		<u>(p)</u>	2½	35	(h) 25	(e, m)	(f, m)	none	(g)
B-2 central business	_	<u>(p)</u>	(i)	(i)	(h)	(e, m)	(f, m)	none	(g)
B-3 general business	_	<u>(p)</u>	2½ 4	(1) 35 40	(h) 40	(e, m)	(f, m)	none	(g)
I-1 light industrial		<u>(p)</u>		(1) 50	50	(j, k, m, n) 10	(j, m, o)	none	(h)
P-1 vehicular	_	—	(j)	(j)	§ 36- 354(a)	§ 36- 354(a)	§ 36- 354(a)	_	(h)
PRF parks and recreational facilities district		_	(i)	(i)	25 (h)	10	(f, m)	_	30%
C-1 college district	(b)	(b) <u>(p)</u>	4	50	(h) 40	10	(f, m)	(b)	35%

Notes:

- (a) In those instances where public sewers are not provided, all lot areas per dwelling unit shall equal at least 12,000 square feet. See sections 36-402 36-401 and 36-403 regarding exceptions as to lot area and density controls.
- (b) In an RM-1 multiple-family residential district, the total number of rooms as defined in section 36-6, in buildings consisting of more than four dwelling units shall not be more than the area of the parcel in square feet divided by 900 shall meet the apartment definition in Sec. 36-6. All units shall meet the International Property Maintenance Code (IPMC) occupancy area requirements.
- (c) Every lot on which a main building consisting of more than four dwelling units is erected shall be provided with a 40-foot setback on each exterior side of such lot. Each setback shall be increased by one foot for each ten feet or part thereof by which the length of the structure exceeds 40 feet in overall dimension along the adjoining lot line.
 - In all RM-1 multiple-family residential districts, the minimum distance between any two buildings shall not be less than the allowable distance as designated by the State of Michigan Single Construction Code. Parking shall not cover more than 30 percent of the area of any required yard, or any minimum distance between buildings. Properties must follow the landscape requirements as listed in chapter 36, sections 36-148 through 36-152.
- (d) See definitions under section 36-6. All row houses, terraces and other such multiple-type structures shall comply with the floor area requirements under apartments.
- (e) No side yards are required along the interior side lot lines, except as otherwise specified in the single state construction code. On the exterior side yard which borders on a residential district, there shall be provided a setback of not less than ten feet on the side or residential street. If walls of structures facing such interior side lot lines contain windows or other openings, side yards of not less than ten feet shall be provided.
- (f) Loading space shall be provided in the rear yard in the ratio of at least ten square feet per front foot of building and shall be computed separately from the off street parking requirements. Where an alley exists or is provided at the rear of buildings, the rear building setback and loading requirements may be computed from the center of the alley.
- (g) The maximum percentage of coverage shall be determined by the use and the provisions of required off-street parking, loading and unloading, and required yards.
- (h) Parking shall be permitted in the front yard after approval of the parking plan layout and points of access by the planning commission. The setback shall be measured from the nearest side of existing and/or proposed right-of-way lines, whichever is greater.
- (i) The maximum height of a structure in the B-2 district shall not exceed 12 feet above the property immediately adjacent. Any proposed structure over 50 feet tall shall require approval of the city planning commission.
- (j) No building shall be closer than 50 feet to the outer perimeter (property line) of such district when the property line abuts any residential district.
- (k) Side yards abutting upon a street and across from other industrial districts shall be provided with a setback of at least 20 feet.
- (l) Planned developments involving five acres or more under one ownership shall be subject to the approval of the board of appeals, after public hearing, regarding modifications with respect to

- height regulations. In approving an increase in structure height, the board of appeals shall require that all yards shall at least equal in their depth the height of the structure.
- (m) A minimum four-foot-six-inch obscuring wall or fence shall be provided on those sides of the property abutting land zoned for residential use.
- (n) Parking shall be permitted on the side yard after approval of the parking plan layout and points of access by the planning commission.
- (o) All storage shall be in the rear yard and shall be completely screened with an obscuring wall or fence not less than six feet high, or with a chain-link type fence and a greenbelt planting so as to obscure all view from any adjacent district or public street.
- (p) Commercial parcels resulting from land divisions must have a minimum of 104'-0" street frontage. Refer to HMC, Chapter 18 and Land Division Act MCL560.101 et seq.
- (q) Residential parcels resulting from land divisions must have a minimum of 66'-0" street frontage. Refer to HMC, Chapter 18 and Land Division Act MCL560.101 et seq.

(Code 1979, § 17.28.010; Ord. No. 2005-14, 11-21-2005; Ord. No. 2014-6, 7-21-2014; Ord. No. 2016-005, 6-6-2016; Ord. No. 2018-004, 7-16-2018)

Sec. 36-412. Subdivision open space plan.

The intent of this section is to permit one-family, and one-family and two-family, residential subdivisions to be planned as a comprehensive unit, allowing therefore certain modifications to the standards as outlined in section 36-401 to be made in R-1, R-2, R-3 one-family and RD-1 one-family and two-family residential districts, when the following conditions are met:

(1) The lot area in all one-family and two-family residential districts may be reduced by 20 percent; provided, that the population density shall be no greater than if the land area to be subdivided were developed in the minimum square foot lot areas as required under R-1, R-2, R-3 and RD-1 districts. In accomplishing the 20 percent lot reduction, no lot width in an R-1, R-2 and RD-1 residential district shall be reduced by more than five feet and no lot width in an R-3 district shall be reduced by more than ten feet. All calculations shall be predicated upon these districts having the following number of dwelling units per acre, including streets:

RD-1 (one-family)	=	5.0 dwelling units per acre
RD-1 (two-family)	=	7.75 dwelling units per acre
R-1 (one-family)	=	3.89 dwelling units per acre
R-2 (one-family)	=	3.40 dwelling units per acre
R-3 (one-family)	=	2.18 dwelling units per acre

- (2) For each square foot of land gained under the provisions of subsection (1) of this section within a residential subdivision through the reduction of lot size below the minimum requirements as outlined in section 36-401, equal amounts of land shall be dedicated to the subdivision. These dedications shall be either rights in fee or easement, and retained as open space for park, recreation and related uses. All lands dedicated in fee or easement shall meet the requirements of the city council.
- (3) The area to be dedicated for public park and recreation purposes only shall in no instance be less than four acres, and shall be in a location and shape approved by the planning commission

- in reviewing the proposed subdivision plat. The land shall be so graded and developed as to have natural drainage.
- (4) In approving the application of subdivision open space plan technique, the planning commission must be cognizant of the following objectives:
 - a. To provide a more desirable living environment by preserving the natural character of open fields, stands of trees, brooks, topography and similar natural assets;
 - b. To encourage developers to use a more creative approach in the development of residential areas;
 - c. To encourage a more efficient, aesthetic and desirable use of open area while recognizing a reduction in development costs, and by allowing the developer to bypass natural obstacles in the site.
- (5) This plan for reduced lot sizes shall only be permitted if it is mutually agreeable to the council and the subdivider or developer.
- (6) Under this open space approach, the developer or subdivider shall dedicate the total park area (see subsection (2) of this section) at the time of filing of the final plat on all or any portion of the plat.

(Code 1979, § 17.28.020; Ord. No. 2016-005, 6-6-2016)