

CITY OF HILLSDALE



Planning Commission
97 North Broad Street
Hillsdale, Michigan 49242-1695
(517) 437-6449 Fax: (517) 437-6450

Planning Commission Agenda December 19, 2017

- I. Call to Order 5:30**
 - A. Pledge of Allegiance
 - B. Roll Call
- II. Consent Items/Communications**
 - A. Approval of agenda – **Action**
 - B. Approval of Planning Commission 11.21.2017 minutes – **Action**
- III. Public Comment**

Agenda items only
- IV. Site Plan Review**

Holy Trinity Church Parking Lot Expansion – **Action**
- V. Old Business**
- VI. New Business**
 - A. Region 2 Planning Commission Report – **Update**
 - B. Officer elections
- VII. Zoning Ordinance Review**
 - A. Section 36-142 Zoning Districts – **Discussion**
 - B. Section 36- 413 Average Lot Sizes – **Discussion**
 - C. Section 36-414 Permitted and Special Conditional Uses – **Discussion**
- VIII. Zoning Administrator Report**
- IX. Public Comment**
- X. Adjournment**

Next meeting January 16 at 5:30 pm



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PLANNING COMMISSION MINUTES HILLSDALE CITY HALL, 97 N. Broad Street November 21, 2017 at 5:30 PM

I. Call to Order 5:30 pm

- A. Members present: Chair Amber Yoder, Councilman William Morrissey, Kerry Laycock, Vice Chair Samuel Nutter, Eric Moore, Ron Scholl
- B. Others present: Alan Beeker (Zoning Administrator), Mary Wolfram (Economic Development), Jack McLain, Eric Swisher
- C. Members absent: Laura Smith, Robert Schall, M.D. (final meeting excused)

II. Consent Items/Communications

- A. Kerry Laycock moved to approve as presented, Eric Moore seconded, motion passed.

III. Public Comment

Jack McLain – had a questions regarding the ordinances, public hearing and pc by-laws.

IV. Old Business

V. New Business

- A. Region 2 Planning Commission Report – Mr. Beeker presented a brief overview of the R2PC Annual meeting that was held at Johnny T's. Mr. Moore and Mr. Nutter also attended.
- B. 2018 Meeting Dates - information
- C. PC Member term review – the Commission reviewed the chart kept by the clerk and noted the members that would have terms expiring in 2018.

VI. Zoning Ordinance Review

- A. Section 36-171, R-1 Residential – Mr. Nutter asked about (9)1. – The phrase of 'principles of good design'. Mr. Laycock feels that the phrase is arbitrary. Mr. Beeker suggested that the BnB ord. review be tabled and other ordinances be reviewed before moving forward. The Commission agreed.
- B. Section 36- 311, I-1 Industrial – Mr. Laycock is concerned that several of the items on the list may not be wanted as special uses. Mr. Beeker suggested that he look for a 21st century list of heavy industry uses. Mr. Laycock suggested that there be a criteria instead of an actual list. The Commission suggested moving away from lists and have criteria instead. The Commission asked if there should also be an allowance for technology and business uses beyond the TOD? Mr. Morrissey suggested finding ordinances that have stood up to court challenges. The Commission also tabled the Industrial District review.
- C. Section 36-411 Schedules and Regulations – Mr. Beeker suggested that review of the regulations be tabled to see if anything would change due to the research for the I-1 District and the BnB. The commission agreed to table the ordinance review.

VII. Zoning Administrator Report

Nothing to report.

VIII. Public Comment

Jack McLain – Foundries have changed. He cited several that are new and clean processing. He felt that there was a lot of good discussion at the meeting this evening.

Eric Swisher – he brought attention to the word ‘shall’ which means ‘will’

Mary Wolfram – she is not aware of any hazardous chemical oversight within the City. Should the PC include that in their review process?

IX. Adjournment at 7:00 pm – Councilman Morrissey moved to adjourn, Samuel Nutter seconded, motion passed. Meeting adjourned.

Next meeting: December 19, 2017 at 5:30 pm.

DRAFT



TO: Planning Commission

FROM: Zoning Administrator

DATE: December 11, 2017

RE: Holy Trinity Church Site Plan Review

Background: The Holy Trinity Church has submitted drawings for a proposed parking lot expansion located at 263 Spring St. The project would add 27 parking spaces to the existing parking lot. The Zoning Administrator has met with the relevant City Department Heads as well as the Engineer on the project. Included is the brief staff report and the site plans proposed project.



COMMERCIAL SITE PLAN REVIEW APPLICATION

Applicant Name Holy Trinity Parish
Address 263 Spring St. Hillsdale
Daytime Phone (517) 437-3360 Office Manager 610-1737
Evening Phone ()

Property Address if other than above _____

If acting as Owner Agent, notarized permission must be obtained from property owner

Agent Name Randy Rubin / RDK Asphalt / Matt Taylor - MTE
Address 3491 Mechanic Hillsdale, MI
Daytime Phone () 398-3935 - RDK
Evening Phone () 437-7551 - RDK
437-4283 - MTE

Zoning R-2 Project Estimate TBD

Applicant Signature [Signature] Date 11-21-17

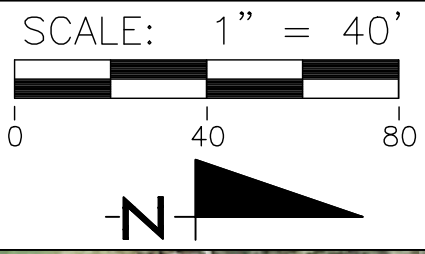
Meeting Date 12-18-17

All Site Plan Materials must be submitted along with a completed application minimum of 10 days prior to 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

Revised 8/14/2014

proposal
See Attached plan for additional parking



LEGEND

- E--- Existing Electric
- S--- Existing Sanitary Sewer
- W--- Existing Water Service or Main
- G--- Existing Natural Gas
- PROPOSED HMA PAVEMENT
- 12"R— PROPOSED STORM SEWER PIPE
- PROPOSED CONTOUR
- PROPOSED SPOT ELEVATION
- --- --- DRAINAGE AREA INCLUDED IN DETENTION BASIN DESIGN



148 Lewis Street
P.O. Box 232
Hillsdale, Michigan 48242
Phone: (817) 437-4383
Fax: (817) 437-4344

MTE PROFESSIONAL ENGINEERING SERVICES

CLIENT
Holy Trinity Parish
263 Spring St
Hillsdale, MI 48242
517 437-3300

HOLY TRINITY CHURCH
PARKING ADDITION
PROPOSED SITE LAYOUT & DRAINAGE PLAN

1

DATE: 11-21-17
SHEET 1 OF 2

JOB No. **00000**

REVISIONS:

EXACT LOCATION OF WATER SERVICE UNKNOWN. CONTRACTOR TO INCLUDE AN ALLOWANCE TO LOWER 100 LINEAR FEET OF 3/4" COPPER WATER LINE AS NECESSARY FOR BASIN CONSTRUCTION.

EXACT LOCATION OF SIGN LIGHT POWER SUPPLY UNKNOWN. CONTRACTOR TO INCLUDE ALLOWANCE FOR POTENTIAL RELOCATION OF POWER AS MAY BE NECESSARY FOR BASIN CONSTRUCTION.

APPROX 150 sft RIP RAP OVER GEOTEXTILE FABRIC

PROPOSED FLARED END SECTION
12" INV=1149.50

PROPOSED DETENTION BASIN

WEST LINE STONY RIDGE CONDOMINIUM
N 00°02'50" W 1093.81'

FOUND REBAR #41093

FOUND REBAR #41093

Existing RIM=1151.54'
8"(2)=1150.19'

LOWER PRIMARY ELEC. & PHONE AS NECESSARY FOR PROPOSED GRADING. PROVIDE MIN 18" COVER

5'x20' UNLOADING AREA
2 EACH 8'x20' ACCESS SPACES
1 EACH 11'x20' VAN ACCESS SPACE. W/5'x20' UNLOADING AREA

22 PROPOSED STD SPACES @ 9'x20' TYP & 3 ACCESS SPACES

5 EACH PROPOSED 9'x20' TYP SPACES

Summary for Subcatchment 1S: Existing Run-Off

Existing runoff for area impacted by this project. Delineated area is illustrated on plan.

Runoff = 1.53 cfs @ 12.18 hrs, Volume= 5,190 cf, Depth> 1.69"

Runoff by SCS TR-20 method, UH=SCS, Weighted-CN, Time Span= 5.00-20.00 hrs, dt= 0.05 hrs
 Type II 24-hr Rainfall=5.00"

Area (sf)	CN	Adj	Description
6,715	98		Paved parking, HSG B
1,277	98		Unconnected roofs, HSG B
28,763	61		>75% Grass cover, Good, HSG B
36,755	69	68	Weighted Average, UJ Adjusted
28,763			78.26% Pervious Area
7,992			21.74% Impervious Area
1,277			15.98% Unconnected

Tc (min)	Length (feet)	Slope (ft/ft)	Velocity (ft/sec)	Capacity (cfs)	Description
9.7	114	0.0880	0.20		Sheet Flow, Grass West of Drive Grass: Dense n= 0.240 P2= 2.60"
0.4	45	0.0660	1.70		Sheet Flow, Across HMA Drive Smooth surfaces n= 0.011 P2= 2.60"
13.2	123	0.0480	0.16		Sheet Flow, East Side of Drive Grass: Dense n= 0.240 P2= 2.60"
0.5	96	0.0410	3.04		Shallow Concentrated Flow, East Side of Drive Swale Grassed Waterway Kv= 15.0 fps
23.8	378				Total

Summary for Subcatchment 1S: Proposed Run-Off

Runoff = 1.29 cfs @ 12.17 hrs, Volume= 6,856 cf, Depth> 2.24"

Runoff by SCS TR-20 method, UH=SCS, Weighted-CN, Time Span= 5.00-20.00 hrs, dt= 0.05 hrs
 Type II 24-hr Rainfall=5.00"

Area (sf)	CN	Description
10,964	98	Lower paved parking & drive, HSG B
1,320	98	Upper Lot Additional Paved parking, HSG B
1,277	98	Unconnected roofs, HSG B
23,194	61	>75% Grass cover, Good, HSG B
36,755	75	Weighted Average
23,194		63.10% Pervious Area
13,561		36.90% Impervious Area
1,277		9.42% Unconnected

Tc (min)	Length (feet)	Slope (ft/ft)	Velocity (ft/sec)	Capacity (cfs)	Description
8.7	99	0.0880	0.19		Sheet Flow, Grass West of Drive Grass: Dense n= 0.240 P2= 2.60"
0.6	60	0.0660	1.80		Sheet Flow, Across HMA Drive Smooth surfaces n= 0.011 P2= 2.60"
13.2	123	0.0480	0.16		Sheet Flow, East Side of Drive Grass: Dense n= 0.240 P2= 2.60"
0.5	96	0.0410	3.04		Shallow Concentrated Flow, East Side of Drive Swale Grassed Waterway Kv= 15.0 fps
23.0	378				Total

Summary for Pond 4P: (new Pond)

Inflow Area = 36,755 sf, 36.90% Impervious, Inflow Depth > 2.24"
 Inflow = 2.10 cfs @ 12.17 hrs, Volume= 6,856 cf
 Outflow = 1.29 cfs @ 12.36 hrs, Volume= 6,645 cf, Atten= 39%, Lag= 11.6 min
 Primary = 1.29 cfs @ 12.36 hrs, Volume= 6,645 cf

Routing by Stor-Ind method, Time Span= 5.00-20.00 hrs, dt= 0.05 hrs
 Peak Elev= 1,151.08' @ 12.36 hrs Surf.Area= 1,511 sf Storage= 1,389 cf

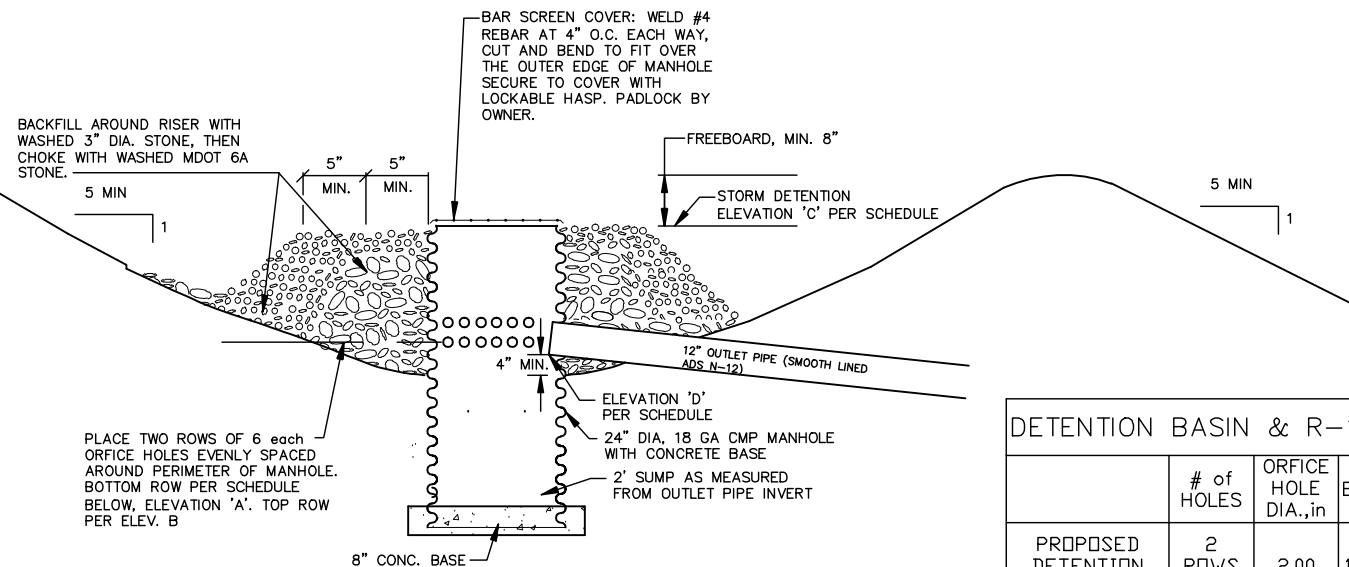
Plug-Flow detention time= 24.9 min calculated for 6,645 cf (97% of inflow)
 Center-of-Mass det. time= 13.5 min (815.7 - 802.2)

Volume	Invert	Avail. Storage	Storage Description		
#1	1,149.00'	2,124 cf	Custom Stage Data (Irregular) Listed below (Recalc)		
Elevation (feet)	Surf. Area (sq-ft)	Perim. (feet)	Inc. Store (cubic-feet)	Cum. Store (cubic-feet)	Wet Area (sq-ft)
1,149.00	99	61.0	0	0	99
1,150.00	574	143.0	304	304	1,434
1,151.00	1,428	192.0	969	1,273	2,751
1,151.50	1,993	211.0	851	2,124	3,369

Device	Routing	Invert	Outlet Devices
#1	Primary	1,149.75'	2.0" Vert. Orifice/Grate X 6.00 columns X 2 rows with 4.5" cc spacing C= 0.600

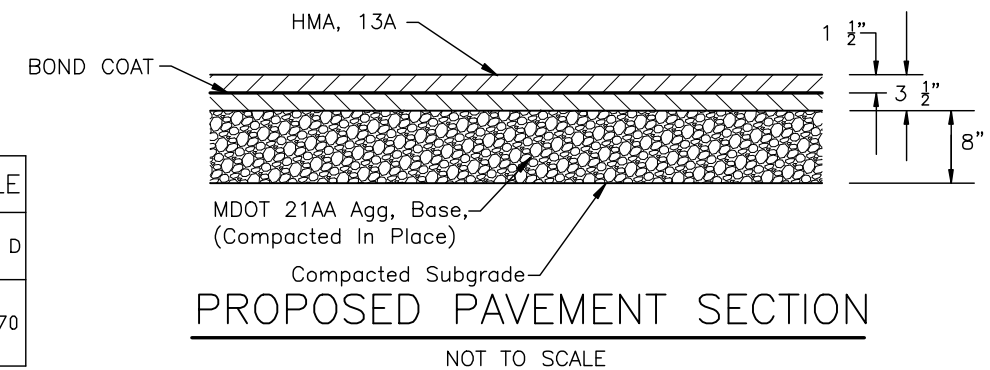
Primary OutFlow Max=1.29 cfs @ 12.36 hrs HW=1,151.08' (Free Discharge)
 1-Orifice/Grate (Orifice Controls 1.29 cfs @ 4.93 fps)

Existing Run-off rate for project area = 1.53 cfs > Proposed Run-off rate for project area = 1.29 cfs



OUTLET CONTROL STRUCTURE, R-1
 NOT TO SCALE

DETENTION BASIN & R-1 ELEVATION SCHEDULE						
	# of HOLES	ORFICE HOLE DIA., in	ELEV. A	ELEV. B	ELEV. C	ELEV. D
PROPOSED DETENTION BASIN	2 ROWS OF 6	2.00	1149.75	1150.13	1151.08	1149.70



PROPOSED PAVEMENT SECTION
 NOT TO SCALE



Planning Commission Staff Report

Alan C. Beeker
Zoning Administrator
97 North Broad Street
Hillsdale, Michigan 49242
(517) 437-6449

The plans for the parking lot expansion located on the Holy Trinity Church site at 263 Spring St. were reviewed by the Departments of Police and Fire, Public Services, Water and Sewer, Electric and Forestry. Below are the responses or concerns that resulted from the review.

Storm Water

- The calculations submitted show that the new retention and metered outflow pipe will control the additional water shedding from exceeding pre-construction volumes off site.

Electrical

- Soil above underground electric lines shall not be reduced by more than 18". If grading for new parking area exceeds 18" of soil removal, the existing lines will need to be lowered at the property owner's expense.

Staff Recommendation:

Staff recommends that the Planning Commission approve the request for a Zoning Compliance permit for the expansion of the parking areas located at 263 Spring St.

Sec. 36-142. - Zoning districts.

For the purpose of this chapter, the city is divided into the following zoning districts:

R-1	One-Family Residential District
R-2	One-Family Residential District
R-3	One-Family Residential District
RD-1	One-Family and Two-Family Residential District
RM-1	Multiple-Family Residential District
O-1	Office District
B-1	Local Business District
B-2	Central Business District
B-3	General Business District
I-1	Light Industrial District
I-2	Heavy Industrial District
P-1	Vehicular Parking District
PRF	Park and Recreational Facilities District

Sec. 36-413. - Averaged lot sizes.

The intent of this section is to permit the sub-divider or developer to vary the lot sizes and lot widths so as to at least average the minimum size of lot per unit as required in section 36-401 for each one-family and two-family residential district. If this option is selected the following conditions shall be met:

- (1) In meeting the average minimum lot size the subdivision shall be so designed as not to create lots of widths less than 55 feet for RD-1 one-family lot, 65 feet for RD-1 two-family and R-1 one-family lots. ~~75 feet for R-2 one family and 90 feet in an R-3 one-family district.~~
- (2) The technique of averaging minimum lot size shall be acceptable only in those instances wherein the entire preliminary plat, which has received the approval of the city, is carried through a final plat and is then recorded in its totality. Recording of portions of a preliminary plat shall not be acceptable under this option.
- (3) All computations showing lot area and the average area resulting through this technique shall be indicated on the print of the preliminary plat.
- (4) The combining of features of section ~~36-402~~ 36-401 and this section may be carried out. The planning commission shall determine in their review of the preliminary plat that the full intent of section ~~36-402~~ 36-401 and this section has been met.

Sec. 36-414. - Permitted and special conditional uses.

The following uses are permitted (P), or subject to special conditions (S) within the zoning districts. Conditional uses require approval by the planning commission to the procedures of sections 36-61 through 36-65:

Permitted and Conditional Uses

	Zoning Districts												
	B-1	B-2	B-3	C-1	I-1	I-2	PRF	PRD	PUD	⊖	R-1, 2, 3	RD-1	RM-1
Assembly and meeting halls		P	P	P				P	P	P			
Automobile wash			P		P			P					
Banks	P	P	P	P				P	P	P			
Bars, taverns	P	P	P		P			P					
Bed and Breakfast	S	S	P							S	S	S	S
Bulk storage					P	P							
Child care centers	S	S	P	P	S			P	P	S	P	P	S
Churches	S	S	P	P				P	P	P	S	P	S
Civic uses	S	P	P	P	P			P	P	P			S
Clubs, dance halls, lodges	S	S	P	P				P	P	P			
Drive-in and drive-through services			P					P	S				
Educational	P	P	P	P	S		S			P	P	S	S
Fine arts	P	P	P	P			S	P	P	P	S	S	S

Garbage processing, recycling					P	P							
Gasoline stations	S		P		P	P							
Grocery and pharmacy	P	P	P					P	S	P	S	S	S
Health and fitness facilities	S	S	P	P				P	S	P	P	P	P
High technology	S	P	P	P		P		P	P	P			
Hotel/motel		S	S	S				P					
Junkyards and vehicle storage					S	P							
Laboratories				P	S	P		P					
Media services	P	P	P	P				P		P			
Medical			P							P			P
Medical/clinical/general practitioner offices	P	P	P					P	P	P	S	S	S
Mixed-use	P	P	P					P	P	P			
Mortuaries and funeral homes	S	P	P			P			S	P			
Multi-unit dwellings		P	S						P	P			S
Municipal/public works		P	P	P	P	P		P	P	P			
Nursing homes			P					P	P	S			
Office	P	P	P	P	P	S		P	P	P	P	S	S
Outdoor cafes	P	P	P	P	S			P	S		S	S	S
Post office	P	P	P	P				P	S	P			

Power generation					S	P								
Professional offices	P	P	P	P	P	S		P	P	P	P	S	S	
Public utilities	S	S	S		P	P				P	S		S	
Recreational	P	P	P	P			P	P	S	P	P	S	S	
Recreational facilities	P	P	P	P			P	P	S	P	P	P	P	
Retail	P	P	P	S				P	P				S	
Schools (public, parochial, private)	P	P	P	S				P	P	S	P	P	P	
Vehicle showrooms			P		P			P						
Warehousing		S	S		P	P								
S = Special Conditional Use P = Permitted Use														