



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

Planning Commission Agenda
September 17, 2019

- I. Call to Order 5:30**
 - A. Pledge of Allegiance
 - B. Roll Call

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

- III. Consent Items/Communications**
 - A. Approval of agenda – **Action**
 - B. Approval of Planning Commission 08.20.2019 minutes – **Action**

- IV. Old Business**
Annual Planning Commission Report – **Update**

- V. New Business**
None

- VI. Master Plan Review**
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- VII. Zoning Ordinance Review**
None

- VIII. Zoning Administrator Report**

- IX. Commissioner’s Comments**

- X. Adjournment**

Next meeting October 15, 2019 at 5:30 pm

PLANNING COMMISSION MINUTES

HILLSDALE CITY HALL,

97 N. Broad Street

August 20, 2019 at 5:30 PM

I. Call to Order

- A. Chairwoman Yoder called the meeting to order at 5:30 pm
- B. Members present: Chairwoman Amber Yoder, Vice Chairman Samuel Nutter, Commissioners Ron Scholl and Penny Swan
- C. Members absent: Secretary Kerry Laycock, Mayor Pro-tem William Morrissey, Commissioner Eric Moore
- D. Others present: Alan Beeker, Joe Hall, Jimmie McCune, Meg Kavourias, Ron Lloyd, Terry Vear, Stephen Naumann, Dennis Wainscot and Sherri Lemke.

II. Public Comment

There was no public comment.

III. Consent Items/Communications

Commissioner Scholl noted that he was credited with a comment actually made by Commissioner Moore in the Commissioner Comments. Also, 'elevation' should read 'elevator'. Commissioner Swan moved to approve the agenda as amended. Commissioner Scholl seconded. All were in favor.

IV. Site Plan Review

- A. 60 Logan Street – New Hillsdale Senior Apartment Building: Wallick Communities of New Albany, Ohio has submitted documents for a new multi-tenant housing development. The project would be located on Logan Street near Marion Street. The drawings that are in the packet were submitted to the Planning Office on August 5, 2019. On August 8, 2019, a preliminary staff review meeting was held with the City Department Heads. Included in the packet are the results of that meeting.

Joe Hall of Wallick Communities introduced the project and is currently asking for preliminary site plan approval.

- Who is Wallick Communities? The company is a full service real estate, general contractor and property management company. They currently own 172 properties. 70% owned/operated, 30% managed for other companies. Properties in 9 states, 2 in MI. This project will utilize MSHDA's LITHC program for additional funding.
- What is the project? The project is a 60 unit senior development to be located at 60 Logan St. 5.17 acres with no zoning variances required. A PILOT agreement will also be needed for the project. 3-story congregate building. Age and Income restricted but not a subsidized project. 54 one bedroom and 6 two bedroom units. Rental rate ranges from \$300 - \$675 for one bedroom and \$450 - \$975 for two bedrooms. 60,000 s.f. building with a \$10,000,000 investment. The existing sanitary line would need to be relocated and the Developer is willing to assist the City to install a desired lift station and reroute the existing sanitary to a better location. The intent is to also connect to the existing walking trail and make improvements to the trail. 682 s.f. one bedroom, 902 s.f. two bedroom. There will also be full time on-site management and maintenance.

- Timeline? Application to MSHDA for funding is due Oct. 1, 2019. MSHDA announces funding between Dec. 2019 and Jan. 2020. If receive funding, the final construction documents will be completed, bids received and construction would begin Fall 2020 with completion in Spring/Summer 2021. Age and income restrictions would continue for minimum 45 years.
- Commissioner Scholl asked if the on-site employees would be local, Mr. Hall indicated that they most likely would be locally hired and would be employed by Wallick directly.
- Dennis Wainscot commented that there are rumors of chemical dumping on the site in the past. The developer has hired a company to perform a BEA and that is currently underway.
- Commissioner Swan asked why there are no outdoor private spaces. Ms. Kavourias stated that there is a Community Room and a public porch area. Mr. Hall remarked that there is better security without the individual apartment exterior doors.
- Commissioner Scholl asked what it means to become part of the Community. Mr. Hall indicated that contribution to the community is the building, local employment, construction, leasing and residents.
- Terry Vear asked about the barrier free accessibility. Ms. Kavourias stated that the building will exceed the State of Michigan ADA requirements which is based on a percentage basis. Ron Lloyd explained that the firm designs for the full continuum of care to make it possible to age in-place.
- Sherry Lemke asked if there were any other Wallick projects in Hillsdale. There are none.
- Commissioner Nutter asked what the oldest property that they own is. Mr. Hall was not certain of that but stated that they are required to maintain properties in a certain manner in order to remain eligible for MSHDA programs.
- Commissioner Scholl asked what brought them to Hillsdale. Mr. Hall told the Commission that they prefer rural communities. MSHDA also dictates that the communities must be walkable and Hillsdale has a perfect walkability score. Another requirement is the existence of an Opportunity Zone and Hillsdale currently has two.

Commissioner Swan moved to grant preliminary site plan approval for the Hillsdale Senior Apartments project. Commissioner Scholl seconded. Motion passed unanimously.

V. Old business

Annual Planning Commission Report: Commissioner Nutter has completed the framework for the review. The presentation will include:

- Site plan reviews. – including all of the site plans so that it shows how much work is happening in the City.
- Ordinances adopted.
- RRC Certification
- Forecast some of the items that will be completed for 2020.

VI. New Business

There was no new business.

VII. Master Plan review

There was no discussion of the Master Plan update

VIII. Zoning Ordinance Review

There was no Zoning Ordinance Review

IX. Zoning Administrator's Report

Mr. Beeker gave the Commission an update on the Dawn Theater project. Wells Apts., 2019 Planning Conference. RRC Certification

X. Commissioner Comments

- Commissioner Scholl cited his frustration with the apparent disconnect between the Council and the Commission. He also cited the desire to continue to preserve the historic nature of the City while removing blighted properties as well as the need for housing, and the preservation of Heritage trees. He informed the Commission of the Dawn Theater kick-off, Sept. 4, 2019 at 5:00 at City Hall.
- Commissioner Nutter commented that these types of projects would increase property values in the City which would attract others to move here.

XI. Adjournment

Commissioner Scholl motioned to adjourn. Commissioner Swan seconded. All in favor. Meeting adjourned at 7:02 pm.

Next meeting: September 17, 2019 at 5:30 pm.



TO: Planning Commission

FROM: Zoning Administrator

DATE: September 17, 2019

RE: City Master Plan Goals & Objectives

Background: Since business is light this month, I thought it would be a great opportunity to focus on the Goals and Objectives for the next five years.



Problem Resolution Master Plan

The inventory section of this plan helps the City of Hillsdale Planning Commission identify problems which allows for effective evaluation and amendments to existing zoning ordinances. The most serious concerns, although not an exclusive list, are summarized below:

- The Land Use Plan is updated every 5 (five) years to reflect new land use trends and to reflect growth management policies for certain areas of the city.
 1. The Plan's Land Use Plan map must be updated to reflect changing land use trends, brownfield redevelopment areas, new development, etc.
 2. Intergovernmental cooperation will improve relationships with surrounding townships.
- The Central Business District (CBD) must update the strategic and development plans.
 1. Programs encourage second and third floor redevelopment in the CBD.
 2. Encourage promotion and organization of events, merchants, and downtown attractions.
 3. Creative solutions to overnight downtown parking should be sought.
- The City continues to experience traffic flow and infrastructure problems.
 1. Walkability in and around the city should be improved.
 2. The general condition of some streets and other infrastructure such as storm water drains are deteriorating.
- The City needs new residential developments of all types.
 1. There is a need for more senior residential developments in the city.
 2. Certain residential properties and areas of the City continue to lack proper maintenance which threatens property values of surrounding properties and neighborhoods.



Goals and Objectives Master Plan

General Community Development Goals

- *Provide for planned, controlled, growth of the City of Hillsdale as a great place to live, work, shop and raise a family.*
- *Leverage the rich commercial, cultural and academic history of the community to drive revitalization.*
- *Support economic development through appropriate land-use policy.*
- *Improve intergovernmental collaboration on issues related to land development to best serve the common interests of the City of Hillsdale and surrounding communities.*

Neighborhoods

Goals	Objectives	Action Steps	Complementary Actions/ Responsible Agency
<i>Support neighborhood revitalization</i>	<ul style="list-style-type: none"> ■ Encourage home rehabilitation and support efforts to rid the community of blighted properties. ■ Improve the physical condition of the existing housing stock to increase property valuations. ■ Encourage a high percentage of home ownership and owner occupied dwellings. ■ Retain single family dwellings and limit conversion. ■ Preserve the historic character of neighborhoods. 	<ul style="list-style-type: none"> ■ Adoption of form-based code and historic preservation tools. – Q4-2015 ■ Consider zoning changes that better manage multi-family housing and work to preserve single-family housing where appropriate. – Q1-2016 ■ Analyze & Recommend Neighborhoods for future Neighborhood Enterprise Zone (NEZ) – Q2-2016 ■ Zone for appropriate mixed-use in residential neighborhoods that encourages redevelopment, walkability and small 	<ul style="list-style-type: none"> ■ Creation of Local Historic District ■ Increase Neighborhood involvement through competition ■ Research Adopt-A-Neighborhood and implement with non-profits ■ Seek programs and grants for Blight Removal ■ Create neighborhood pocket parks or gardens on empty lots ■ Neighborhood Enterprise Zones (NEZ)

		business development. – Q3-2016	
<p><i>Encourage a variety of new residential development that will assure safe and sanitary housing to meet the needs of existing and future residents</i></p> <p><i>Provide affordable housing for working families and senior residents</i></p>	<ul style="list-style-type: none"> ■ Encourage new residential development to be clustered in subdivisions and neighborhood areas located where appropriate community services and utilities can be feasibly provided. ■ Assure that land use policy reflects changing demographics and associated needs including, senior living, evolving family definitions and single (live alone) residents. 	<ul style="list-style-type: none"> ■ Locate new residential development in areas where potential conflicts with incompatible land uses can be avoided. - Ongoing ■ Amend ordinances that allow for variable density of residential uses to be mixed with commercial uses. - Q4-2016 	<ul style="list-style-type: none"> ■ Market Hillsdale as a great place to live

Downtown Hillsdale			
Goals	Objectives	Action Steps	Complementary Actions/ Responsible Agency
<p><i>Strengthen the vitality of the downtown district</i></p>	<ul style="list-style-type: none"> ■ Concentrate on redevelopment and restoration of existing commercial areas rather than promoting new commercial development in fringe or strip areas. ■ Preserve the historic character of the downtown business district centered on a historic theme and architectural style most common in the area. 	<ul style="list-style-type: none"> ■ Implement a form-based code overlay for the downtown district. – Q4-2016 ■ Amend Parking Ordinance to allow more on-street overnight parking – Q4-2015 ■ Create bike lanes along major streets. ■ Install bike racks in highly visible areas. 	<ul style="list-style-type: none"> ■ Continue and promote the TIFA façade program and restoration grants ■ Enforce existing code ■ Seek programs and grants for Blight Removal ■ Encourage non-profit involvement especially the arts ■ Obsolete Property Rehabilitation Abatement (OPRA)

	<ul style="list-style-type: none"> ■ Enhance the unique qualities of the downtown business district by creating flexibility in zoning and land use. ■ Encourage the redevelopment and use of second and third floor buildings in the downtown business district to include residential and other uses. ■ Support continued rehabilitation of the Hillsdale County offices and the Post office within the downtown business district. ■ Support the downtown business district property owners with assistance for the review and improvement of the building façades. ■ Encourage alternate forms of transportation 		<ul style="list-style-type: none"> ■ Rental Rehabilitation Grants ■ Redevelopment Ready Communities Program (RRC) ■ TIFA Business incentive programs ■ Creation of Local Historic District
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City / College Connection			
Goals	Objectives	Action Steps	Complementary Actions/ Responsible Agency
<i>Strengthen the physical and community connection between Hillsdale College and the Downtown district while maintaining and restoring the historic character of the</i>	<ul style="list-style-type: none"> ■ Support walkability along the City/College corridor streets. ■ Develop attractive and accessible connections at City/College corridor intersections. 	<ul style="list-style-type: none"> ■ Establish a bi-annual meeting between the City of Hillsdale Planning Commission and Hillsdale College representatives. – Q2-2015 	<ul style="list-style-type: none"> ■ Improve lighting and walkability along the corridor ■ Implement signage and way-finding to direct visitors

<p><i>connecting corridor.</i></p>	<ul style="list-style-type: none"> ■ Encourage maintenance and restoration of the historic commercial and residential integrity of transitional areas. ■ Encourage conversion and preservation of historic structures in transitional areas to professional office and street-level food, entertainment and other commercial uses. 	<ul style="list-style-type: none"> ■ Zone for appropriate mixed-use in residential neighborhoods that encourages redevelopment, walkability and small business development. – Q3-2015 ■ Adopt form-based code and historic preservation tools. – Q3-2015 ■ Analyze & Recommend Neighborhoods for future Neighborhood Enterprise Zone (NEZ) – Q2-2016 	<ul style="list-style-type: none"> ■ Eliminate blight from area
<p><i>Encourage redevelopment and conversion of residential structures and vacant property in predetermined areas.</i></p>	<ul style="list-style-type: none"> ■ Encourage physical renovation and rehabilitation of structures that are architecturally compatible with existing neighborhoods. ■ Encourage shared drives and off-street parking areas for office uses and develop Zoning Ordinance language that will provide necessary on-site parking areas or common shared off-street parking lots for staff of those facilities. 	<ul style="list-style-type: none"> ■ Adopt Form Based Zoning Ordinance. – Q3-2015 ■ Analyze & Recommend Neighborhoods for future Neighborhood Enterprise Zone (NEZ) – Q2-2016 ■ Amend Parking Ordinance to allow on-street parking for businesses. – Q4-2015 	<ul style="list-style-type: none"> ■ Promote and market area for future development
<p><i>Develop Hillsdale as an academic excellence center.</i></p>	<ul style="list-style-type: none"> ■ Encourage the expansion of multiple-post secondary educational options that address the needs of a variety of students. ■ Promote the wide range of primary and secondary educational options available in the area. 	<ul style="list-style-type: none"> ■ Establish annual meeting time between the City of Hillsdale Planning Commission and Jackson College, Hillsdale College, HCISD, Hillsdale Community Schools, Hillsdale Prep., Will Carleton Academy and Hillsdale Academy. – Q3-2016 	<ul style="list-style-type: none"> ■ Market our many education opportunities from pre-School, to public, charter, private, junior college, beauty college, Hillsdale College, Jackson College, etc.

	<ul style="list-style-type: none"> ■ Encourage the development of academic and policy related organizations in the area. i.e. think tanks ■ Leverage rich culture of the community, availability of historic structures and the academic reputation of local institutions to attract related organizations. 		
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Brownfield / Industrial			
Goals	Objectives	Action Steps	Complementary Actions/ Responsible Agency
<i>Encourage commercial/residential, mixed-use redevelopment of abandoned industrial sites outside of industrial parks.</i>	<ul style="list-style-type: none"> ■ Redevelop existing abandoned industrial sites. 	<ul style="list-style-type: none"> ■ Support grant requests for Brownfield redevelopment support. - Ongoing 	<ul style="list-style-type: none"> ■ Research and write grants for blight elimination ■ Industrial Facilities Tax Exemption (IFT) ■ Local Development Financing Act (LDFA) ■ Brownfield Authority ■ Leverage high-speed internet infrastructure to attract technology related businesses. (EDC) ■ Support start-up businesses to locate in redeveloped sites. EDC)

Brownfield / Industrial			
Goals	Objectives	Action Steps	Complementary Actions/ Responsible Agency
<i>Support industrial development</i>	<ul style="list-style-type: none"> ■ Allow light industrial uses that provide economic benefit to the community and that do not result in negative consequences to bordering neighborhoods. ■ Provide high-quality business locations with existing essential infrastructure ■ Increase local employment opportunities 	<ul style="list-style-type: none"> ■ Monitor Zoning Ordinances to remain current with Industrial district needs and trends. – Ongoing 	<ul style="list-style-type: none"> ■ Partner with BPU to attract new business ■ Recertify industrial park locations
<i>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.</i>	<ul style="list-style-type: none"> ■ Assure industrial uses have access to major thoroughfares and do not disrupt secondary and tertiary roadways. ■ Encourage industrial development in areas where soils are suitable and potential for groundwater contamination is minimized. 	<ul style="list-style-type: none"> ■ 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 ■ Encourage location of industrial uses where sufficient infrastructure can support these uses. - Ongoing ■ Buffer industrial uses from residential uses. - Ongoing ■ Favor uses that do not pollute the air, soil, water, or are offensive to neighboring land 	<ul style="list-style-type: none"> ■ Promote and find technology-based companies, especially data storage

		<p>uses because of noise, sight, or odor. - Ongoing</p> <ul style="list-style-type: none"> ■ Require appropriate landscaping of each new or expanding industrial site. – Q3-2015 	
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Commercial Development			
Goals	Objectives	Action Steps	Complementary Actions/ Responsible Agency
<p><i>Encourage the development of commercial uses to support the needs of the City of Hillsdale and surrounding area that will provide convenient shopping and related services to area residents and assure compatibility of commercial areas with other areas.</i></p>	<ul style="list-style-type: none"> ■ Encourage clustered commercial development rather than sprawl or strip developments. ■ Locate commercial establishments so that they are accessible to efficient transportation systems. ■ Locate commercial uses so as to avoid incompatible adjacent uses. ■ Promote commercial activities in areas easily accessible to the area's residents. 	<ul style="list-style-type: none"> ■ Provide zoning requirements for greater green space and landscaping. – Q3-2015 ■ Establish zoning ordinance safeguards to minimize the negative impacts of commercial activities on roads, adjacent land uses and the environment. 	<ul style="list-style-type: none"> ■ Encourage and invite niche entrepreneurs to the area ■ Commercial Rehabilitation Exemption (CRE)

Commercial Development			
Goals	Objectives	Action Steps	Complementary Actions/ Responsible Agency
	<ul style="list-style-type: none"> ■ Encourage diversification in the type of commercial and business establishments in order to meet a greater range of citizen needs. ■ Develop commercial business that promote dollars to be spent locally rather than force residents to spend dollars outside the area. ■ Preserve the architectural integrity of older commercial areas when being redeveloped or restored. 	<ul style="list-style-type: none"> ■ Evaluate Form Based Zoning ordinances that encourage historic preservation in commercial areas. – Q3-2016 ■ Encourage B-1 zones on major streets in residential areas 	

M-99 Gateway			
Goals	Objectives	Action Steps	Complementary Actions/ Responsible Agency
<i>Promote the redevelopment of the M-99 commercial corridor to provide necessary commercial services, promote economic development and serve as an attractive</i>	<ul style="list-style-type: none"> ■ Encourage walkability and limit the number of automobile access points in M-99 redevelopment projects. 	<ul style="list-style-type: none"> ■ Plan for and encourage a uniform streetscape for the M-99 corridor. – Q1-2018 ■ Align land use policy to economic development plans. – Ongoing 	<ul style="list-style-type: none"> ■ New signage ■ Remove blight ■ Support Fairgrounds restoration

<p><i>gateway to the City.</i></p>	<ul style="list-style-type: none"> ■ Encourage a uniform streetscape and the development of an attractive gateway to the community. ■ Encourage pedestrian and bike traffic. 	<ul style="list-style-type: none"> ■ Incorporate bike lanes along M-99. 	<ul style="list-style-type: none"> ■ Create cohesive historic theme from north to south
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