

HASTINGS PLANNING COMMISSION A G E N D A

Monday February 3, 2025

1. **Call to Order/Roll Call** (Regular meeting starts at 7:00 p.m.)
2. **Pledge of Allegiance**
3. **Approval / additions / deletions to agenda**
4. **Approval of Minutes** January 6, 2025, Draft Meeting Minutes of the Planning Commission *
5. **Informative Items:** None
6. **Public Hearings:** None
7. **New Business:**
 - A. Discuss Maximum Driveway Width and Consider Scheduling a Public Hearing for March 3, 2025, Planning Commission Meeting *
 - B. Review and Discuss 3-4 Family Overlay District *
 - C. Administrative Site Plan Approval for Consumers Energy at 312 E. Center Street *
8. **Old Business:**
 - A. Receive JPA / JPC Update.
 - B. Consider Planning Commission 2025 General Work Task List. *
 - C. Report Regarding Tracking and Terms and Conditions Imposed by the Planning Commission. *
9. **Open Public Discussion and Comments**
10. **Staff Comments**
11. **Commissioner Comments**
12. **Adjourn**

*Indicates attachment

CITY OF HASTINGS
PLANNING COMMISSION MEETING MINUTES
January 6, 2025

The meeting was called to order at 7:00 p.m. by Chairperson Hatfield with the following Commissioners present: Levi Bolthouse, Scott Darling, Chelsey Foster, David Hatfield, Nichole Lyke, Bill Mattson, Jacquie McLean, Sarah Moyer-Cale, and Dave Tossava. Student member Meredith Ansorge was also present.
Absent: None

Call to Order

Also present: Community Development Director Dan King, Public Services Director Travis Tate, and Planning Consultant Rebecca Harvey.

It was MOVED by Mattson and SECONDED by McLean to approve the agenda as presented. All members present voting yes, motion carried.

Approval of the Agenda

It was MOVED by McLean and SECONDED by Lyke that the proposed minutes of the Regular Meeting of November 4, 2024 be approved. All members present voting yes; motion carried.

Approval of the Minutes

It was MOVED by Tossava and SECONDED by Maurer that the proposed minutes of the Workshop Meeting of December 4, 2023 be approved. All members present voting yes; motion carried.

None.

Informative Items:

None.

Public Hearing:

King and Harvey presented information regarding the site condo application from Allen Edwin for Bachman Field to be located at 900 Bachman Rd. Mike West, Allen Edwin, spoke on behalf of the application. It was noted that there were several required items as yet missing from the review due to the preliminary nature of the request.

New Business:
Preliminary Site Condo Review for Bachman Field, 900 Bachman Rd

Discussion was held, primarily regarding the open space preservation design. Other topics included the DPS preliminary comments, street access, neighborhood impacts, and storm water management. It was the consensus of the Planning Commission for Mr. West to communicate further with Ms. Harvey regarding the Commission's intentions for open space areas in the development and submit a revised plan for further discussion.

It was MOVED by McLean and SECONDED by Mattson to adopt the 2025 meeting schedule as presented. All members present voting yes; motion carried.

2025 Meeting Dates

It was MOVED by Tossava and SECONDED by Lyke to submit the 2024 Annual Report to the Hastings City Council as presented. All members present voting yes; motion carried.

2024 Annual Report

It was **MOVED** by Tossava and **SECONDED** by McLean to elect David Hatfield as Chairperson, Nichole Lyke as Vice-Chair, and Sarah Moyer-Cale as Secretary. All members present voting yes; motion carried.

Election of Officers

Moyer-Cale reported that the JPA met in December and the JPC had met in November. There were no items upon which to report.

Old Business
JPA/JPC Update

King provided an update on key priorities.

Work Task List

King noted the addition of the Woodlawn Meadows project.

Tracking Terms and Conditions

No public comment was received.

Public Comment

None.

Staff Comments

The Commissioners welcomed student member Meredith Ansorge to the Commission.

Commission Comments

It was **MOVED** by McLean and **SECONDED** by Lyke to adjourn the meeting. All members present voting yes, motion carried. Meeting adjourned at 8:12 p.m.

Adjournment

Respectfully submitted,

Sarah Moyer-Cale,
Secretary



MCKENNA

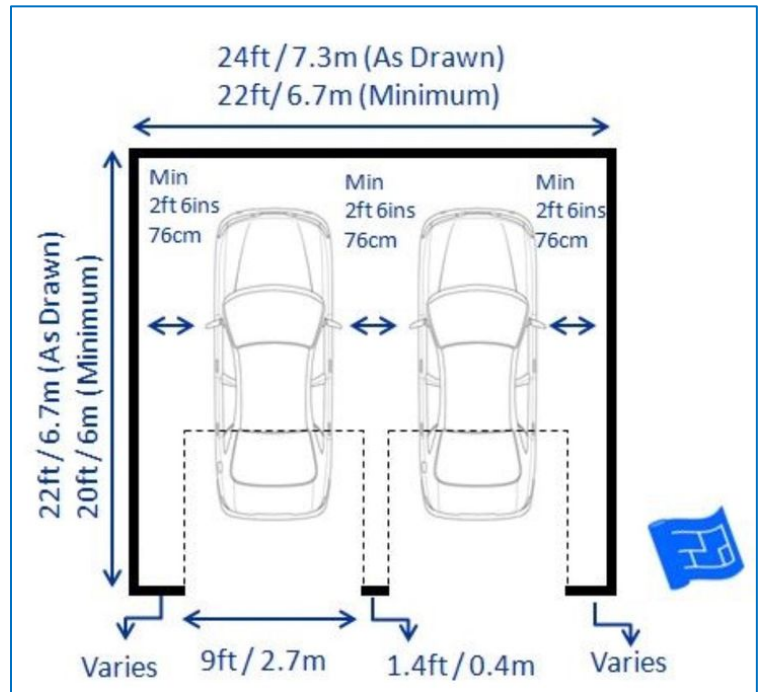
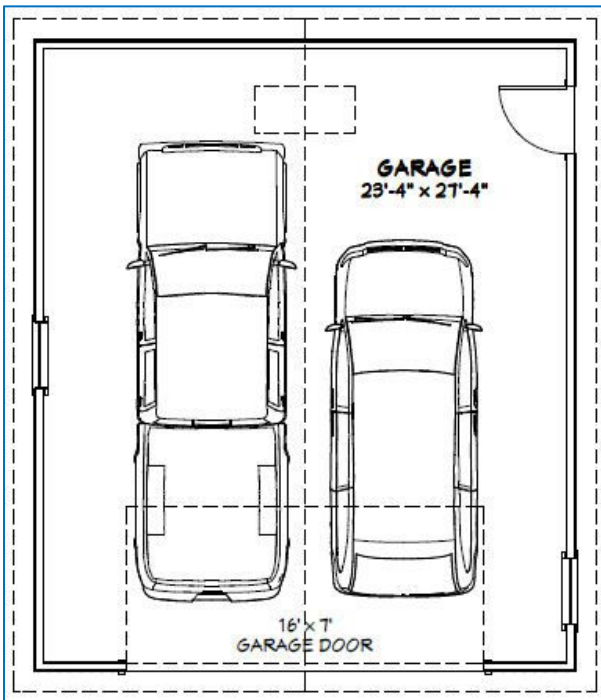
May 1, 2023

Subject: Residential Driveways

Standard Double Car Driveways

Double car driveways can be between 20 and 24 feet wide. A driveway width of 20 feet provides enough space for two cars to pass, but not quite enough room for parking side-by-side and opening doors. If you need space for parking two cars, consider making your driveway 24 feet wide.

Standard 2-Car Garage/Garage Door Dimensions



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A 20 ft wide driveway could adequately serve a single 16 ft wide 2-car garage door or 2 1-car garage doors – each 9 ft wide (total of 20 ft).



A 24 ft wide driveway (preferred for side-by-side parking) would allow the driveway to extend the width of a standard 2-car garage . . . which provides room for pedestrian movement in/out of the cars without walking in the yard/landscaping.



City of Hastings
COUNTY OF BARRY, STATE OF MICHIGAN

ORDINANCE NO. TBD

AN ORDINANCE TO AMEND CHAPTER 90 OF THE HASTINGS CODE OF 1970, AS AMENDED, BY AMENDING THE FOLLOWING: ARTICLE 90 - IX, DIVISION 90-IX-5, SECTION 90-883 (B)(4).

THE CITY OF HASTINGS ORDAINS:

SECTION I.

Chapter 90 is hereby amended by amending Article 90-IX, Division 90-IX-5, Section 90-883 (b)(4). Amended text in **BOLD**.

Section 90-883 Driveways

- a) General requirements. All driveways, including tapers and approaches, shall be located within the limits of the side lot lines extended to the centerline of the roadway except for shared driveways as permitted by this section.
- b) Residential driveways.
 - 1.
 - a) A lot or parcel containing a single-family dwelling shall have only one driveway. Two driveways may be permitted for a circle drive on the lot or parcel, but only if the lot or parcel has 80 feet or more of frontage on the street.
 - b) One additional driveway may be allowed for every 70 feet of frontage that is in excess of 100 feet of lot frontage.
 - 2. Driveways serving a lot containing a single-family or two-family dwellings shall be a minimum of 45 feet from a driveway on another lot as measured between the centerline of each driveway. The zoning administrator may permit driveways closer together if it can be demonstrated that there is some feature peculiar to the lot or street or the location of an existing driveway prevents or makes it difficult to comply with the 45-foot spacing requirement.
 - 3. Dwellings constructed after the effective date of the ordinance from which this section was derived shall be served by a driveway paved with asphalt or concrete that shall connect the garage or parking space with the street.
 - 4. The maximum width of a driveway serving a single-family or two-family dwelling shall be a minimum of 12 feet and a maximum of ~~20~~ **24** feet as measured at the property line.

- 5.
- a) For lots containing single-family and two-family dwellings where the dwelling is more than 150 feet from the edge of the street, the fire chief shall review the driveway and make recommendations to require, to the extent possible, that the driveway be constructed so the dwelling can be provided adequate fire protection.
 - b) For driveways that cross a ditch, natural drainage course or other body of water, the fire chief shall approve the crossing to ensure it is capable of accommodating emergency vehicles.

SECTION II.

If any article, section, subsection, sentence, clause, phrase, or portion of this ordinance is, for any reason, held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct, and independent provision, and such holding shall not affect the validity of the remaining portions of this ordinance.

SECTION III.

This ordinance shall become effective upon its adoption and publication as provided by City Charter.

Moved by , with support by , that Ordinance No. TBD be adopted as read.

YEAS:
NAYS:
ABSENT:

Adoption Date:
Effective Date:
First Reading:
Second Reading:

CITY OF HASTINGS

By: Linda Perin
Hastings City Clerk

CERTIFICATE

The undersigned, being the duly qualified and acting Clerk of the City of Hastings, Michigan, does hereby certify that the foregoing is a true and complete copy of an Ordinance adopted by the City Council of the City of Hastings, at a regular meeting of the City Council on the day of 2025, at which meeting a quorum was present and remained throughout, and that the original

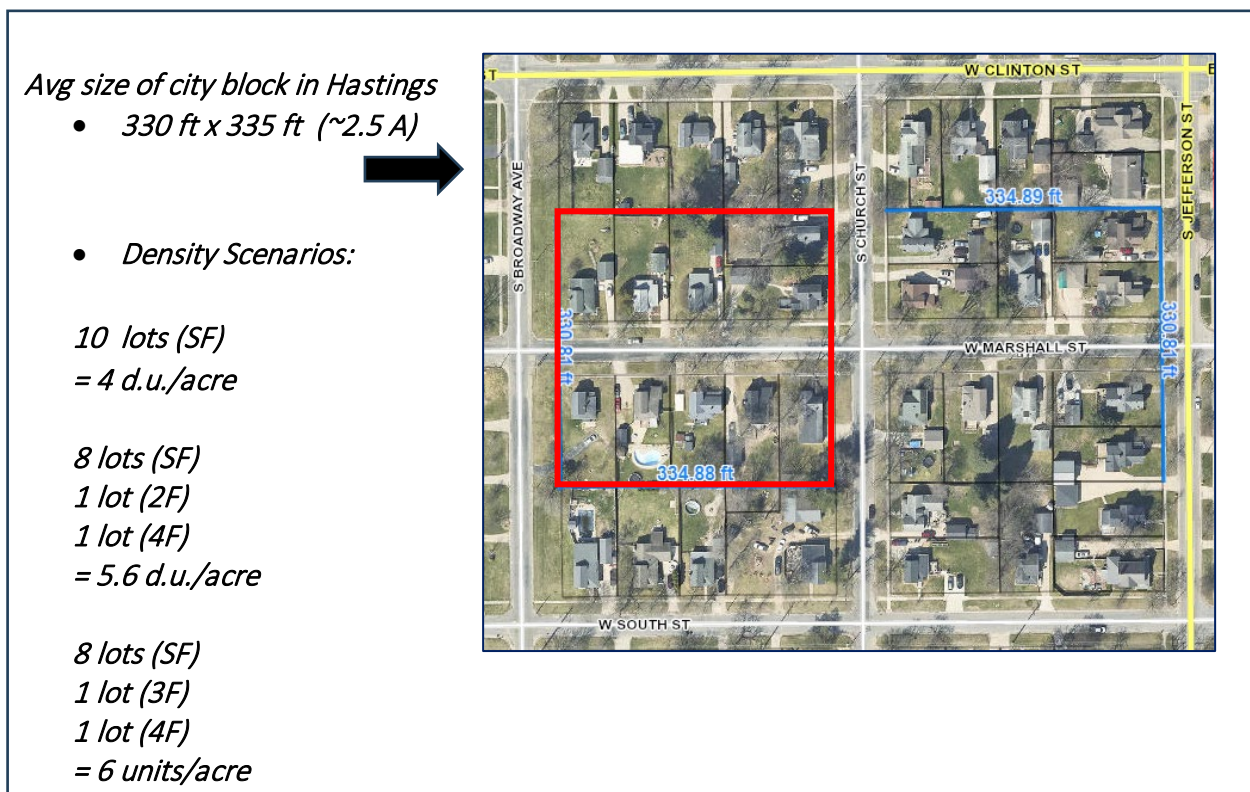
of said Ordinance is on file in the records of the City of Hastings. I further certify that the meeting was conducted, and public notice was given pursuant to and in compliance with Act No. 267, Public Acts of Michigan of 1976, as amended, and that minutes were kept and will be or have been made available as required thereby.

Dated:

City Clerk

- E. This District should not be applied where resulting overall density of the block will exceed 6 dwelling units per acre.

For purposes of this Overlay District, 'block' is defined as 'the space for buildings within the street pattern of the City, where a street extends through the middle with lots fronting on either side, bounded by streets on both ends.' The Planning Commission shall determine the boundaries of the block in consideration of this definition.



Applicability

- A. The 3-4 Family Dwelling Overlay District shall be an overlay district that applies over existing zoning districts. Use and development of land within the overlay district shall be regulated as follows:
 - 1. Any existing lawfully conforming use shall be permitted to continue, and the use shall be subject to the requirements of the underlying district and not the requirements of the 3-4 Family Dwelling Overlay District.
 - 2. Any new use may elect to develop pursuant to either the underlying district or the 3-4 Family Dwelling Overlay District.

Permitted Uses

- A. Three- and four-family dwellings.
- B. Attached single-family dwellings, with no more than four (4) attached dwelling units.



District Regulations

Property within the 3-4 Family Dwelling Overlay District shall be subject to the regulations set forth in Sec 90-216 of this Ordinance for the R-D District related to lot size/width, lot coverage, and yard setbacks.

(The following table is included here for reference only)

Minimum Lot Size	9900 sq ft
Minimum Lot Width	75 ft



Maximum Lot Coverage	30%
Maximum/Minimum Front Yard Setback	30 ft
Minimum Side Yard Setback	25/10 ft
Minimum Rear Yard Setback	25 ft
Maximum Building Height	35 ft
Minimum Floor Area	720 sq ft per dwelling unit

Building Form Standards

New buildings, building expansions, and/or exterior building renovations within the 3-4 Family Dwelling Overlay District shall be subject to the following building form standards.

Architectural Style	Buildings shall have an architectural style respecting the scale, proportion, character, and materials of nearby existing buildings. Building mass shall be de-emphasized in a variety of ways, including the use of projecting and recessed sections to reduce the apparent overall bulk and volume and provide visual appeal.
Exterior Building Materials	Exterior wall materials may consist of brick, stucco, wood, vinyl aggregate or split-face block, stone or similar decorative material which is similar to the exteriors of nearby buildings. Metal-sided buildings, including accessory buildings, may be acceptable provided the appearance of such buildings is compatible with the style and materials of nearby existing buildings.
Roofs	Roofs shall be pitched and have overhanging eaves. Materials for pitched roofs shall include shingles (either wood or asphalt composition), slate, or tiles. Metal roofing may be acceptable provided the appearance of the roofing is compatible





	with the roofing of nearby existing buildings.
Building Entrance	<p><i>3-4 Family Dwelling</i> - An entrance to the building shall be visible from and face the street from which the address of the building is derived.</p> <p><i>Attached Single-Family Dwelling</i> - The primary entrance to each dwelling unit shall be visible from and face the street from which the address of the dwelling unit is derived.</p>
Minimum Front Porch Area (if provided)	70 sq ft; enclosed porches are allowed

Site Design Standards

- A. *Vehicle Access:* Vehicle access to the property shall be determined during the site plan review process. An existing driveway(s) may be required to be closed in order to achieve safe access.
- B. *Parking:* Off-street parking in the 3-4 Family Dwelling Overlay District shall be regulated by Article X of this Ordinance, except 1) the garage/carport requirement of Section 90-924 shall not apply, and 2) the Planning Commission may reduce the parking requirements by no more than 30 percent if it can be demonstrated that the required number of parking spaces is not needed. The Commission may take into consideration the location and availability of authorized off-site parking arrangements, such as on-street parking spaces or municipal parking lots located within 300 feet of the proposed building. Parking on site must be located behind the principal building and be designed so vehicles do not back into the public street when exiting the site.
- C. *Pedestrian Access:* A walkway shall be provided from the existing or proposed sidewalk along the property frontage to the primary building entrance.
- D. *Refuse Disposal:* Dumpsters shall be kept within a fenced or brick walled area which shall be at least 6 feet high and located so that their use, including emptying, does not pose a nuisance to nearby neighbors.



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- E. *Landscaping*: Landscaping shall be provided in accordance with the requirements of Article XII. Shade trees shall be emphasized to provide shade and continuity in landscape design within the neighborhood.

Modification of Standards

The Building Form and Site Design Standards of this District may be modified by the Planning Commission upon determination that:

- A. The modification shall satisfy the purposes of the Overlay District stated in subsection _____.
- B. The modification will result in the alteration of an existing building or the construction of a new building, which is visually compatible and comparable with nearby existing buildings and which maintains or improves upon the character of the surrounding neighborhood through the use of similar building materials or site design.

Additional Regulations

- A. Site plan review as regulated by Article IV of this chapter is required, except as modified by this Section.
- B. Site plan review by the Planning Commission is required for 1) new construction, and/or 2) the expansion of an existing building.
- C. Site plan review by the Zoning Administrator is required for 1) a change in the use (increase in density) of an existing building that does not involve an expansion of the building, and/or 2) exterior building renovations.
- D. Each site plan submitted for official review under this Article shall meet the site plan content requirements of Sec 90-130, except as modified by the Planning Commission or Zoning Administrator.
- E. Where exterior building renovations are proposed, the site plan submittal shall include building elevations or sketches showing the proposed changes to the building exterior.





City of *Hastings* Michigan

(269) 945-2468
FAX (269) 948-9544

201 E. State Street 49058

January 30, 2025

Re: Consumers Energy 312 E. Center Street, Hastings, Michigan 49058
PP # 08-55-201-203-00

This letter is in response to the plans provided to construct a 484 square foot regulation station accessory building to the southeast corner of the parcel identified as #08-55-201-203-00 commonly known as 312 E. Center Street, Hastings, Michigan 49058. Foundation will consist of poured concrete with a proposed load strength of 4,500 PSI. The proposed setbacks conform to the standards in the B-3 Downtown Edge District. Stormwater runoff appears to be managed satisfactorily. Existing and proposed fencing complies with Section 90-861 (f).

Per Chapter 90, Article 90-IV, Section 90-127 (b)(1)(2) of the Municipal Code, the site plan can be reviewed administratively if a change in the use of a building or property or an expansion of the building or use which does not result in the need for more parking spaces required by this chapter and construction of a building or structure which is accessory to the principal building or use.

Upon review of the site plan and site plan information, compliance with Section 90-127 (b)(1)(2) has been noted. The site plan submittal is approved, and you may now proceed to obtain the applicable building and electrical permits.

If you have any questions or concerns, please feel free to contact me.

Dan King
Community Development Director/Zoning Administrator
201 East State Street
Hastings, Michigan 49058
269-945-6001
dking@hastingsmi.gov

City of Hastings
Planning Commission
Work Tasks for 2025
STATUS REPORT FOR 2025

1. Consider development of “Complete Streets” ordinance or policy and review subdivision text regarding street width.
2. Review Section 90-883 (b)(4) pertaining to the maximum driveway width serving a single-family or two-family dwelling. Review 1st quarter of 2024.
3. Review zoning map for consolidation/simplification. Review to include, but not be limited to, Action Items identified in the GAP analysis of the Master Plan. **Planning Consultant Harvey to provide recommendation.**
4. Review Division 90-IX-6 Open Space Preservation Projects for lot size, cap limits, and other regulations. Master Plan action item. Open for discussion in 2025.
5. Review Section 90-425 and others requiring Planning Commission approval for parking reduction and Section 90-472(1) to consider increasing distance from municipal parking lots from 300 feet to 500 feet for off-street parking requirements. Master Plan action item.
6. Review live-work standards for occupancy and total square footage adjustments. Master Plan action item.
7. Review landscape buffer requirements between multiple family zoned lots and the B-1 district for waste of developable space. Master Plan action item.
8. Review Article 90-VII Planned Unit Development for complete amendment consideration.
9. Consider development of a Planned Residential District zoning classification to allow for higher density housing through smaller lot sizes and smaller dwelling square footage requirements. **Refer to Housing Committee for discussion.**
10. Review text regarding multi-family dwellings for possible modification. Master Plan action item.

Items highlighted in **green** are currently under consideration by the Planning Commission.

Items highlighted in **yellow** are currently under consideration by the Housing Committee.

Items highlighted in **red** require no further action at this time.

Site Plan Tracker

Project Name and Address	App and fees paid	Site plan and prints to staff	PC Agenda Date	PC Decision	Conditions for completion	COI
Meadowtone Mobile Home Park 1812 Lavender Drive Maintenance Building	1.13.22	1.13.22	1.13.22	Approved	Refuse disposal enclosure Landscaping Driveway width Elevations to be reviewed for façade Sidewalk installation prior to COI	
EWB 400 W. State Street	7.14.21	7.14.21	6.6.22	Approved	Monument sign on State - Removal Illumination must meet standards	
City of Hastings and Barry County Central Dispatch 1037 East State Street	NA	3.27.23	5.1.23	Approved	Administrative approval of performance standards. Waiver of side setback requirement	
420 E Mill Street PUD	5.30.23	5.31.23	7.3.23	Approved	24.5 units/acre 40 ft building height 5 feet front setback 30 ft building separation Delineation of phased development Lighting, landscaping, building exterior to be approved administratively. Acceptance of parking lot/100 yr FP DPS and Fire approval.	
Meadowstone Apartments III 710 Barfield Drive	6.12.23	6.12.23	8.7.23	Approved	Exterior finish subject to administrative approval. Utility and storm management subject to approval by DPS Director	

Site Plan Tracker

Project Name and Address	App and fees paid	Site plan and prints to staff	PC Agenda Date	PC Decision	Conditions for completion	COI
Chad Stora 1000 Enterprise Drive	7.12.24	7.12.24	8.5.24	Approved	Zoning Administrator review of uses. Compliance with refuse screening.	
Zach Santmier 128 S. Jefferson	9.16.24	9.16.24	10.7.24	Approved	The height of the first-floor windows approved to be 48" to 52" above the sidewalk with slightly tinted window	
Woodlawn Meadows Retirement Village II 1813 N. East Street	9.17.24	9.17.24	11.04.24	Approved	<p>The modified lot sizes (7,700 sq ft - 18,000 sq ft) and lot widths (56-66 ft) are approved as proposed and the ordinance authorizing the proposed PUD will list the modified requirements</p> <p>The zoning notes of the Final Development Plan will reflect the R-1 lot width requirements</p> <p>The 25-foot front, and 25-ft rear, and 15/6 foot side setbacks are approved as proposed and the ordinance for the proposed PUD will list the modified requirements</p> <p>Proposed extension of East Street as private road with 28 feet width and rolled curb. Stormwater management plan, utility system, and private street extension approved by City</p> <p>Master Deed and PUD conform to S/C</p>	

Site Plan Tracker

Project Name and Address	App and fees paid	Site plans and prints to staff	PC Agenda Date	PC Decision	Conditions for Completion	COI
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