

Planning Commission Meeting Minutes
Hillsdale City Hall
Council Chambers
March 19, 2025
5:30 pm

I. Call to Order

Meeting opened at 5:30 pm followed by the Pledge of Allegiance, and Roll Call.

II. Members Present

- A. Members Present: Vice Chair Kerry Laycock, Chairman Eric Moore, Commissioner William Morrissey, Commissioner Christian Winter, Commissioner Jack Shelley, Commissioner Roma Rogers
- B. Public Present: Zoning Administrator Alan Beeker, Matt Taylor, Heather Tritchka, Rachel Doty, Jason Blake, Tim Sullivan
- C. Members Absent: Commissioner Matt Kniffen

III. Public Comment

No public comment.

IV. Consent Agenda and Minutes

Motion to approve the Consent agenda as presented made by Commissioner Morrissey, seconded by Commissioner Winter motion approved unanimously.

V. Site Plan Review

- A. 3335 W Carleton – KFC Restaurant

KFC is proposing a new 1680 sf restaurant building. The project has been reviewed by the City Department Heads, the report is included.

Commissioner Laycock moved to approve the plans for the new building contingent on MDOT approval to be located at 3335 W Carleton St., Commissioner Winter supported, motion passed.

- B. 155 E Bacon – Fitness Park sponsored by Rotary

The Rotary service club is proposing the construction of a new park to be located at 155 E Bacon. The City has informed Rotary that although the idea is a good one, the location is not ideal. The City is requesting an agreement with Rotary to create a fund to maintain the new park grounds and to commit to long term capital improvements on the park. As a capital improvement, the project must be approved by Planning Commission and recommended to Council. The project has been reviewed by the City Department Heads, the report is included.

The park will be developed in a phased plan with the parking area be developed initially as gravel base. The parking lot would be paved as part of future phases. The fitness equipment is proposed for multiple age and fitness levels.

Commissioner Laycock moved to approve the plans contingent on developing an agreement for Rotary to maintain the park into perpetuity, Commissioner Rogers supported, motion passed.

VI. Old Business

A. Ordinance Review

The Zoning Administrator is requesting that the Commission set a public hearing to be held at the April regular meeting for Secs. 36-411, 36-412, 36-681, 18-103, & 18-113. Commissioner Winter moved to schedule the public hearing for the aforementioned ordinances, Commissioner Morrissey supported, motion passed.

VII. New Business

Capital Improvement Plan – 2025-2031.

The 2025 annual CIP update was presented to the Planning Commission for review. Commissioner Morrissey moved to schedule the public hearing for the CIP, Commissioner Winter supported, motion passed.

VIII. Zoning Administrator Report

Aldi is open.

Keefer continues to progress with new water and sanitary to be installed in April

IX. Commissioners' Comments

Commissioner Laycock questions the timing on the Keefer project.

X. Public Comment

No public comment.

XI. Adjournment

Commissioner Winter moved to adjourn the meeting, Commissioner Morrissey seconded. Motion passed unanimously. Meeting adjourned at 6:12 pm.

XII. Next meeting: April 16, 2025 at 5:30 pm.