

**City Planning Commission
February 18, 2026, 5:30 PM
Council Chambers – Hillsdale City Hall
Minutes**

Roll Call

All Commissioners Present.
8 members of the public present.

Consent Agenda

- a. Approval of Agenda
- b. Approval of January 21, 2026 minutes

Moved to approve by Commissioner Morrissey, Seconded by Kniffin. All in favor.

Public Hearing

Rezoning- 120 S Broad St

- No comment by the public.
- Moved for approval by Morrissey, Seconded by Kniffin. All in favor.

Special Conditional Use – 151 S West St

- Bob Flynn spoke in favor of the special conditional use, but requested that the business be good neighbors with those who live nearby.
- The husband of the applicant spoke in favor of the new use and explained how the parking situation would not be an issue.
- Moved for approval by Winter, Seconded by Shelley. All in favor.

Old Business

2025 Annual Review – Draft 2

- The commission was generally happy with the newest draft. Commissioner Laycock requested slightly modified language including the adding of verbs to the 2026 goals.

Calendar of Ordinance Review

- The commission decided to prioritize problematic ordinances (recommended by Olivia and city staff) for 2026 before commencing a multi-year full review of Article 36 in 2027.

Calendar of Bylaw Review

- The commission approved the 4-month proposed schedule for reviewing the Bylaws of the City Planning Commission to begin at the March meeting.

Ordinance Review – Sec. 36-596

- Commissioner Coykendall suggested adding “and trailers” to the end of 36-596(e).
- The Commission agreed to package recommended ordinance changes together to be proposed together to the City Council at a Council meeting close to the end of the calendar year.

Bylaw Revision – Amended Language

- i. Attendance
 - There was lengthy discussion of the particular wording proposed by Commissioner Laycock. Discussion centered around adding specific wording giving greater discretion to the Chair to decide whether absences would be excused or unexcused. Laycock committed to revisiting the language and returning a revised proposal.
- ii. Order of Business/Agenda
 - The Commission was in favor of adopting the changes proposed by Zoning Administrator Smith to match current practice. This will be packaged together with future proposals to amend the Bylaws.

New Business

Capital Improvement Plan 2026-2032

- Commissioner Winter expressed frustration that approval of the Capital Improvement Plan was part of the Planning Commission’s duties given the lack of control over the City budget.

- Moved for approval by Winter, Seconded by Morrissey. All in favor.

Commissioners' Comments

- Commissioner Laycock announced that he would be absent for the March meeting; Commissioner Kniffin will preside.

Public Comment

- Member of the public asked a vague question about rezoning and/or variances. Multiple members of the Commission referred her to city staff and stated that more specific information would be necessary to answer any questions.

Adjournment

Next meeting: Wednesday, March 18, 2026 at 5:30 PM

DRAFT