

**PLANNING COMMISSION  
121 N CHURCH STREET, HUDSON, MI  
REGULAR MEETING  
March 25, 2024 at 6:30 p.m.**

**AGENDA**

- I. CALL TO ORDER:**
- II. ROLL CALL:**
- III. PLEDGE OF ALLEGIANCE:**
- IV. ORDERS OF THE DAY:**
  - A. Excuse Absent Member(s)
  - B. Setting the Agenda
  - C. Approval of the Minutes dated February 26, 2024
  - D. Approval of the Minutes dated March 1, 2024
- V. NEW BUSINESS:**
  - A. 753 Meadowbrook Drive – extra driveway for trailer
- VI. PUBLIC COMMENTS:**
- VII. CITY MANAGER'S REPORT:**
- VIII. COMMISSION COMMENTS:**
- IX. ADJOURNMENT:**

Jeaniene McClellan, City of Hudson

**Minutes for this meeting will be available for public review at the  
Hudson City Office – 121 N. Church Street, Hudson, MI  
PLEASE CALL CITY OFFICE IF YOU CANNOT ATTEND**

NOTE: Anyone planning to attend the meeting who has a need of special assistance under the Americans with Disabilities Act (ADA) is asked to contact the city clerk's office at (517) 448-8983 forty-eight (48) hours prior to the meeting. Staff will be pleased to make the necessary arrangements to provide necessary reasonable accommodations.

**PLANNING COMMISSION  
121 N. CHURCH STREET – HUDSON MI  
REGULAR MEETING  
February 26, 2024 at 6:30 pm**

The Regular Meeting was called to order by Chairperson Brad VandeZande at 6:30 p.m.

ROLL CALL: PRESENT: Jack Donaldson, Rob Hall, George Race, Will Terrill, Sean Williams and Brad VandeZande

ABSENT: None

OTHERS: City Manager Charles Weir and City Clerk Jeaniene McClellan

**ORDERS OF THE DAY:**

**Setting the Agenda:**

Motion by Rob Hall seconded by Jack Donaldson, to **add D & P Easement Application to New Business Item E.** CARRIED by voice vote.

**Minutes dated January 22, 2024:**

Motion by Rob Hall, seconded by Jack Donaldson, to **approve the minutes dated January 22, 2024 and place on file.** CARRIED by voice vote.

**NEW BUSINESS:**

**Capital Improvement Plan 2024-2029:**

BUDGET YEAR	IMPROVEMENT	ESTIMATED COST (INC. GRANTS)
Current FY 23 - 24	Lift Stations Upgrades Water Meter Replacement (Ongoing) Fire Hydrant Replacement (Ongoing) DWAM Grant Service Line Identification	\$ 100,000 (Grant) \$ 30,000 \$ 15,000 \$ 266,000 (Grant)
24 - 25	Sidewalks Cemetery Expansion Development Local and Major Street Improvements Water Meter Replacement (Ongoing) Dump Truck Replacement (Build 18-24 months) Boiler Lead Service Line Replacement New Patrol Vehicle Crack Seal Parking lots and trails Fire Department Turnout Gear	\$ 60,000 \$ 30,000 \$ 200,000 \$ 15,000 \$ 130,000 \$ 30,000 \$ 30,000 \$ 60,000 \$ 30,000 \$ 15,000

	Fire Department HV/AC	\$ 10,000
25 - 26	Water Meter Replacement (ongoing)	\$ 15,000
	Local and Major Street Improvements	\$ 200,000
	Lead Service Line Replacement	\$ 30,000
	Sidewalks	\$ 30,000
	Hydrant Replacement	\$ 15,000
	New Ambulance Purchase	\$ 185,000
	Fire Department Hydraulic Rescue Tools	\$ 50,000
	Fire Department Turnout Gear	\$ 15,000
26 - 27	Water Meter Replacement (ongoing)	\$ 15,000
	Local and Major Street Improvements	\$ 200,000
	Lead Service Line Replacement	\$ 30,000
	Sidewalks	\$ 30,000
	Hydrant Replacement	\$ 15,000
	WWTP Pickup	\$ 20,000
27 - 28	Lead Service Line Replacement	\$ 30,000
	Local and Major Street Improvements	\$ 200,000
	Hydrant Replacement	\$ 15,000
28 - 29	Lead Service Line Replacement	\$ 30,000
	Local and Major Street Improvements	\$ 200,000
	Hydrant Replacement	\$ 15,000

Motion by Will Terrill, seconded by Rob Hall to **approve the Capital Improvement Plan for 2024 – 2029 and forward to Council.** CARRIED by voice vote.

**Target Market Analysis and the Strategic Housing Plan:**

This Housing Strategic Plan for Lenawee County was commissioned by Housing Lenawee It is the implementation phase of the Target Market Analysis (TMA) that was published in 2023 by LandUseUSA.

Lenawee County has identified a need to prioritize the diversification of housing options for new and existing residents. Quality housing represents the American dream for many and whether owner-occupied or leased, is an indicator of economic prosperity for individuals and families. A sufficient supply of housing, for both purchase and lease, is essential for a vibrant economy in any community. This applies to people at virtually all income levels and stages of life.

This plan will serve as a guide going forward as we take what we have learned from the Target Market Analysis to identify tasks and projects that will help eliminate some of the barriers to diversified

housing options and new housing construction. These strategies will work to improve housing availability across the spectrum of income groups, both for purchase and lease.

The intent of the program is to review all processes around redevelopment and align them to improve the overall development experience. The program can coordinate Master Plans and Zoning Ordinances to work cooperatively, along with identifying efficiencies for staff to improve the development review process, thereby reducing the time and cost associated with development review.

**Discuss Conditional Use Permit Changes:**

Commissioner Rob Hall suggested to change the ordinance to remove the word “prohibited” to “restricted” so the board could approve the conditional use permit and not go against the ordinance. He also suggested to add to the home businesses allowed, family daycares.

**Tractor Supply Company update:**

City Manager gave the commissioners a copy of the updated map of the Tractor Supply Company. EGLE has changed the retention pond to go behind the building.

**D & P Easement Application:**

City Manager gave the commissioners a copy of the D & P easement application on the new building on Munson Hwy. This building will be 10’ x 20’ and will be located on City Property. Once the City receives the site plan the commissioners will review the documents and approve at that meeting.

**CITY MANAGER’S REPORT:**

- The City has submitted a grant application to the Michigan State Housing Development Authority (MSHDA) for a project to help fund the updating/changing the city ordinances regarding housing options in the various zoning districts of the city and completing a full update to the city’s Master Plan. The Housing Strategic Plan that the city had completed in 2023 suggested updates and changes in the ordinances to help facilitate growth and affordable availability in the housing market in the city.
- The City has officially submitted the city’s industrial park to be marketed through the Verified Industrial Properties by Detroit Regional Partnership that Mr Weir brought to the Council’s attention back in November. Again, this is a three-tier process. The first part is the Desk Top Due Diligence Support which would cost the city \$16,000 but will be done at no cost through this program. This will verify the industrial park and what is available and will advertise in 11 southern Michigan counties. Phase two (Physical Site Studies) will require a 10-20% match of approximately \$100,000 for more in-depth site studies and a complete marketing package. Some of this work is already done so he expects that the cost will be lower. The city is not locked into a binding agreement if the funding of the 10-20% was not available. The Third phase (Project Support) is for funds that will be available for companies to use to develop the sites purchased in the industrial park.
- At the last Council meeting, citizens voiced some concerns about the cleanliness of the local laundromat and about getting a refrigerator for the Hudson Community Center. The city is limited in what it can do to enforce the cleanliness of the laundromat, but Mr Weir purchased a refrigerator for the Hudson Community Center that was on sale, and it is expected to be picked up and placed in the Community Center on Wednesday February 21<sup>st</sup>. The cost of the refrigerator was \$463.60.
- Chief Keck advised that the SRO position at the school is in the process of moving forward. It will be on a part-time basis for the time being. The school district is working on future funding of the position. Chief Keck is still looking to fill the full-time position and looking to hire additional part-time officers. Thank you to council member Kirkland for sharing the article about the shortage of qualified police candidates to fill police officer positions that is happening all over the State of Michigan and the United States.

- The interviews for the wastewater operator job have been completed and Superintendent Josh Mattek has offered the position to successful candidate who will be starting in the month of March.
- Council member Teresa Frantz sent an email last Friday and has resigned from Council due to moving out of the city limits.

**VISITORS BEFORE COMMISSION:**

No Visitors

**COMMISSION COMMENTS:**

**ADJOURNMENT:**

Motion by Will Terrill, seconded by Rob Hall, to **adjourn the meeting at 7:47 p.m.**

ATTEST:

\_\_\_\_\_  
Jeaniene McClellan, City Clerk

**PLANNING COMMISSION  
121 N. CHURCH STREET – HUDSON MI  
SPECIAL MEETING  
March 1, 2024 at 4:30 pm**

The Special Meeting was called to order by Chairperson Brad VandeZande at 4:30 p.m.

ROLL CALL: PRESENT: Jack Donaldson, Rob Hall, George Race, Will Terrill and  
Brad VandeZande

ABSENT: Sean Williams

OTHERS: City Manager Charles Weir and City Clerk Jeaniene McClellan

**ORDERS OF THE DAY:**

**Excuse absent members:**

Motion by Rob Hall, seconded by George Race to **approve to excuse the Sean Williams from the meeting.** CARRIED by voice vote.

**NEW BUSINESS:**

**D & P Easement Application:**

After the last meeting the City received the site plan for the new D & P Communications building. This building will be 10' x 20' and will be located on City Property.

Motion by Jack Donaldson, seconded by Will Terrill to **approve the easement and site plan for D & P Communications** CARRIED by voice vote.

**CITY MANAGER'S REPORT:**

**VISITORS BEFORE COMMISSION:**

No Visitors

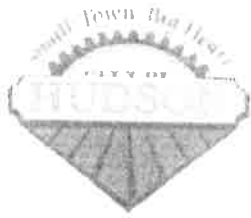
**COMMISSION COMMENTS:**

**ADJOURNMENT:**

Motion by George Race, seconded by Will Terrill, to **adjourn the meeting at 4:35 p.m.**

ATTEST: \_\_\_\_\_

Jeaniene McClellan, City Clerk



Application for

ZONING COMPLIANCE

3-20-2024

Robert Comar

517-442-2313

2357 N Wilmoth Hwy

Brutis1313@icloud.com

ben Saylor

517-438-0105

753 Meadowbrook Dr, Hudson MI 49247

753 Meadowbrook Dr.

610 0190-00

Munson Hwy

Sunrise St.

X

12' wide driveway to be added to  
have access to existing shed and concrete pad

192' wide

1.8 Acre

Section 1: General Information  
Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Section 2: Contact Information  
Phone: \_\_\_\_\_  
Email: \_\_\_\_\_  
Fax: \_\_\_\_\_

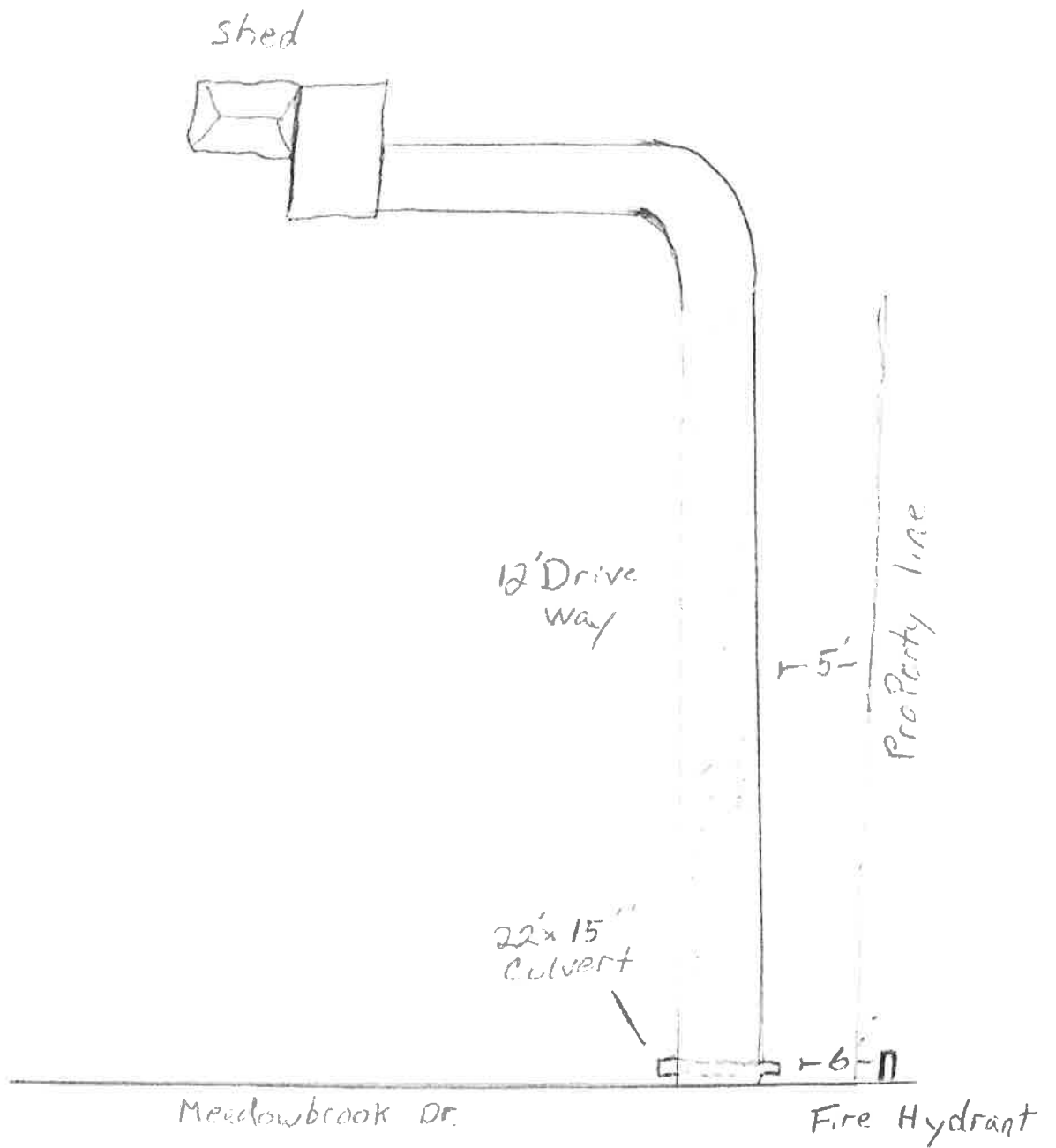
Section 3: Signature and Date  
Signature: \_\_\_\_\_  
Date: \_\_\_\_\_

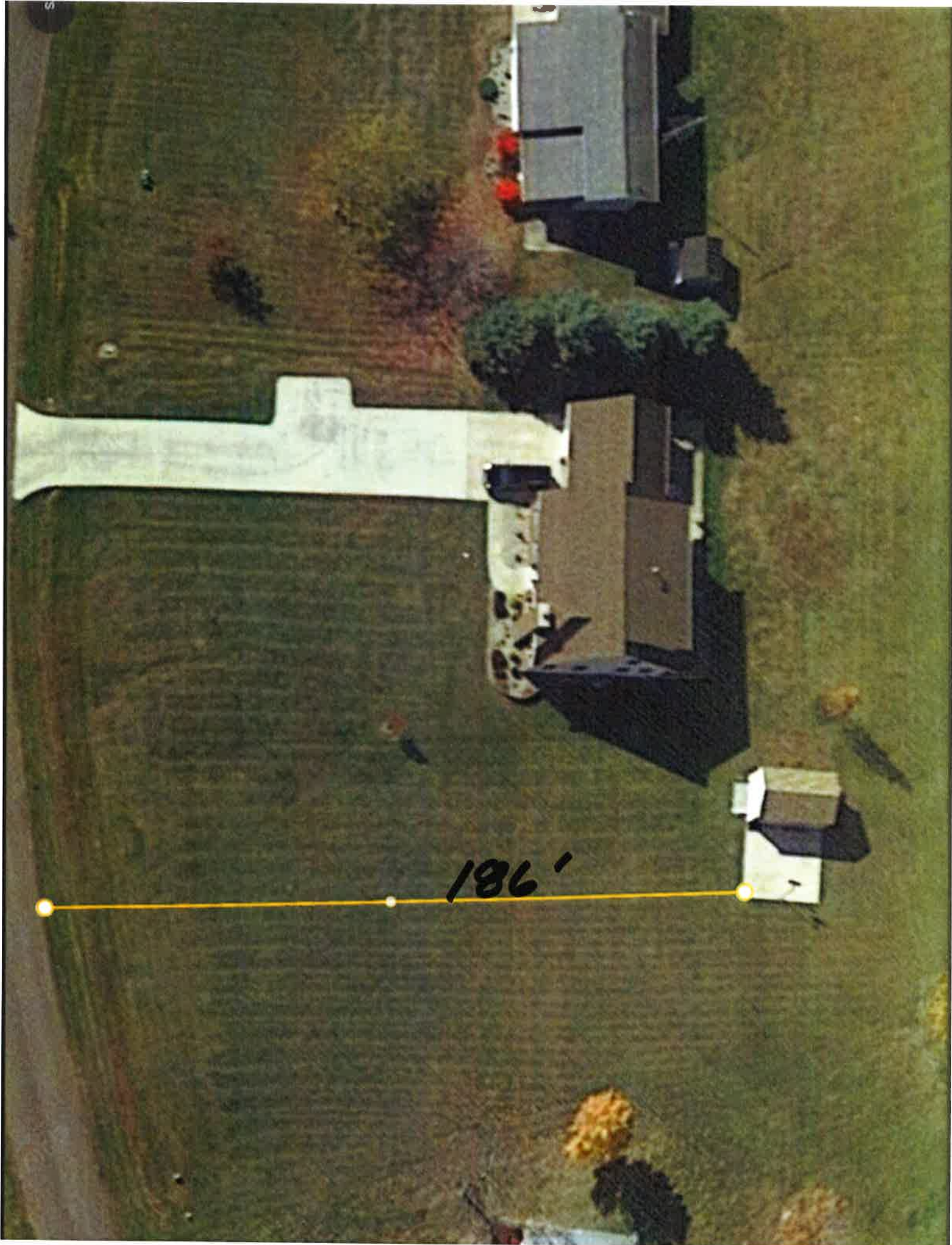
Section 4: Additional Information  
Comments: \_\_\_\_\_

Section 5: Acknowledgment  
I hereby acknowledge that I have read and understand the contents of this form and agree to the terms and conditions stated herein.  
Signature: \_\_\_\_\_  
Date: \_\_\_\_\_

Section 6: Distribution  
Copies of this form are being distributed to:  
1. \_\_\_\_\_  
2. \_\_\_\_\_  
3. \_\_\_\_\_







186'

2.1. The applicant certifies that the information provided in this application is true and correct to the best of their knowledge.

2.2. The applicant certifies that the proposed use is in compliance with the zoning regulations of the City of [City Name].

2.3. The applicant certifies that the proposed use is not prohibited by any other applicable laws or regulations.

2.4. The applicant certifies that the proposed use is not a nuisance or a public safety hazard.

2.5. The applicant certifies that the proposed use is not in violation of any other applicable laws or regulations.

3. I hereby certify that the information provided in this application is true and correct to the best of my knowledge.

\_\_\_\_\_

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APPROVED: \_\_\_\_\_

\_\_\_\_\_