

**PLANNING COMMISSION
121 N CHURCH STREET, HUDSON, MI
SPECIAL MEETING
June 3, 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 March 25, 2024
- V. NEW BUSINESS:**
 - A. Driveway – 219 Pleasant Street
 - B. Driveway – Variance – Lincoln School
 - C. Discussion - Solar Panel – new ordinance
 - D. 455 Tiffin Street - Sidewalk
- 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
March 25, 2024 at 6:30 pm**

The Regular Meeting was called to order by Chairperson Brad VandeZande at 6:27 p.m.

ROLL CALL: PRESENT: Jack Donaldson, Will Terrill, Sean Williams and Brad VandeZande

ABSENT: Rob Hall and George Race

OTHERS: Ben & Allison Sayler, City Manager Charles Weir and City Clerk Jeaniene McClellan

ORDERS OF THE DAY:

Excuse Absent Members:

Motion by Jack Donaldson seconded by Will Terrill, to **excuse George Race and Rob Hall from the meeting.** CARRIED by voice vote.

Minutes dated February 26, 2024:

Motion by Will Terrill seconded by Jack Donaldson, to **approve the minutes dated February 26, 2024 and place on file.** CARRIED by voice vote.

Minutes dated March 1, 2024:

Motion by Jack Donaldson, seconded by Sean Williams, to **approve the minutes dated March 1, 2024 and place on file.** CARRIED by voice vote.

NEW BUSINESS:

753 Meadowbrook Drive – extra driveway for trailer:

The owner at 753 Meadowbrook Drive is asking for another driveway on his side yard for their travel trailer. A site plan with the zoning compliance application was given to the members for their review. The driveway would have a culvert (22' x 15") for drainage by the street and the driveway will be 18' wide at the street then tapers to 12' for the rest of the driveway. The material will be constructed out of crushed limestone.

DPW Superintendent Jay Best asked to have the approach covered with concrete. Mr and Mrs Sayler asked if the other property owner in the subdivision would be responsible for putting their approach in concrete.

This will be against the advisement of the Superintendent due to the drainage of the storm water that can push on the culvert and the stone driveway into the City's storm drain.

Motion by Sean Williams, seconded by Will Terrill to **approve to have another driveway at 753 Meadowbrook Drive with just the crushed stone.** CARRIED by voice vote.

CITY MANAGER'S REPORT:

- The masonry work at the public works building has been completed.
- Tractor Supply Company has broken ground this week.

VISITORS BEFORE COMMISSION:

No Visitors

COMMISSION COMMENTS:

ADJOURNMENT:

Motion by Jack Donaldson, seconded by Will Terrill, to **adjourn the meeting at 6:39 p.m.**

ATTEST:

Jeaniene McClellan, City Clerk



application for ZONING COMPLIANCE

application date: May 22, 2024

APPLICANT IDENTIFICATION

applicant name: Kaleb Lockwood telephone: 1(517)-442-6981
address: 9160 Long Lake Rd Montgomery MI 49255
e-mail: KalebLockwood99@gmail.com

owner's name: _____ telephone: _____
address: _____

PROPERTY IDENTIFICATION

address: 219 Pleasant St. Hudson MI 49247
Parcel ID: XHO
location: between S Church St and Grove St
present zoning: _____

DESCRIPTION OF PROPOSED WORK

- Use vacant land for _____ add to existing building(s)
 new home construction (see Water/Sewer Tap form)
 detached structure (describe) _____
 new building(s) (describe) _____
 other (describe) Drive way Installation

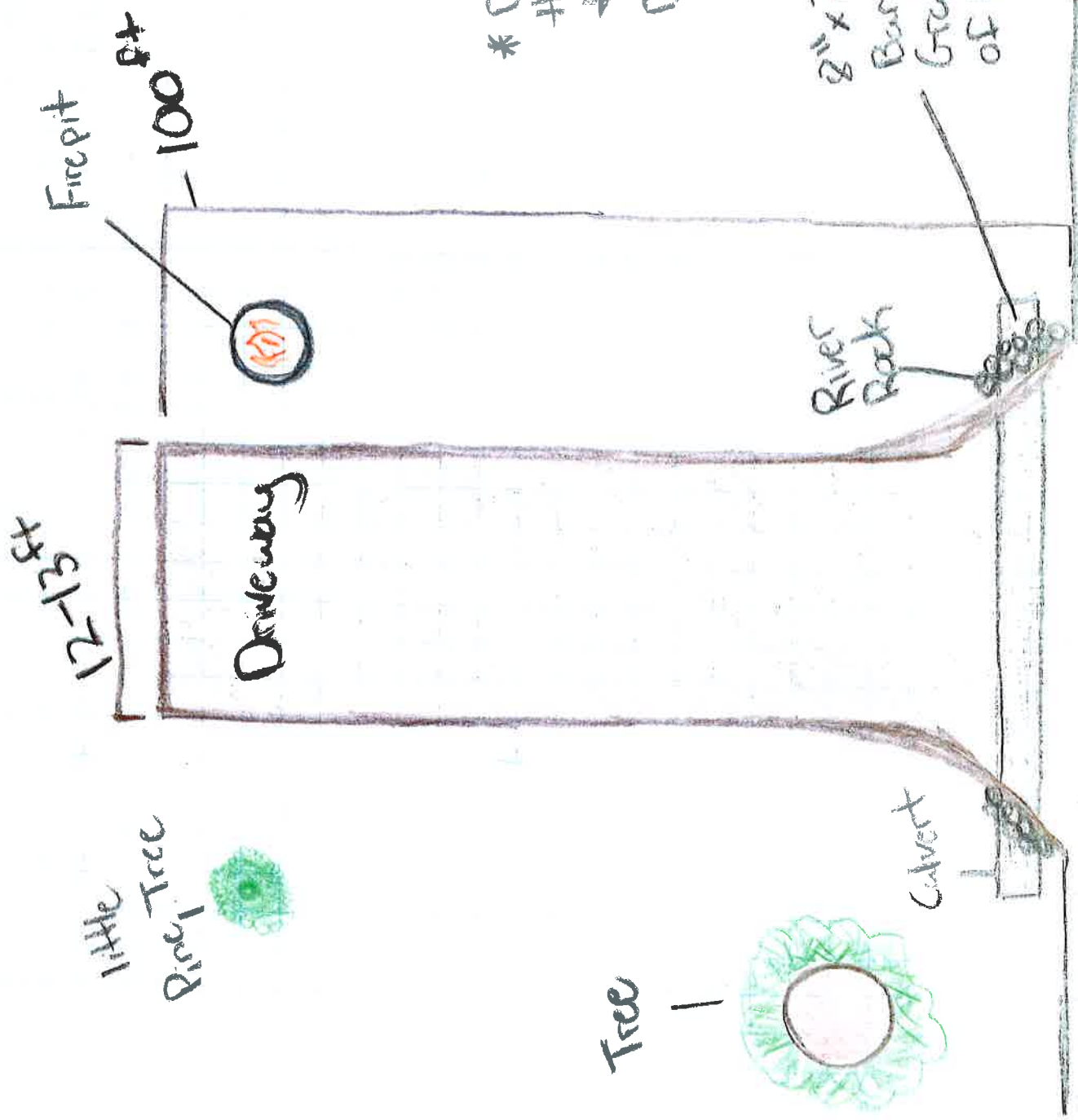
Site lot dimensions: _____ lot area: _____
number of off-street parking spaces: _____

219 Pleasant St
Hudson MI 4247

N
W + E
S

* Drive will be 4"-6" thick with a thicker base
+ Crushed 6's to top.
Dress

8" x 24 ft Culvert
Barried @ existing / matching
Grade, 4 feet from shoulder
of the Road. (Approximate)



Maple St.

70 ft Entrance

REQUIRED DRAWINGS

Drawing(s) must be submitted with this application. The drawing(s) must be in scale and indicate location and measurement of lot boundaries, easements known, existing structures, proposed structures, driveways, and any other pertinent features.

details from attached drawing(s): _____ *check here if a Corner Lot*

front yard setback (ft.): _____ side yard setback (ft.): _____

rear yard setback (ft.): _____ side yard setback (ft.): _____

height (ft.): _____

APPLICANT'S STATEMENT

I hereby state that the information that I have provided in this application is complete, true, and correct to the best of my knowledge and I have reviewed the additional regulations as noted below. By signing this application, I grant permission to City of Hudson personnel to enter upon property as described for review purposes.

applicant's signature: *Mark Spurr* date: 5/24/24

owner's signature: *Lydia VanValkenburg* date: 5/24/24

- PLEASE NOTE:** In addition to the requirement of each zoning district, the following regulations also apply:
1. All additions to a dwelling, including attached garages and decks, are considered part of the dwelling and must meet the same setbacks.
 2. Detached structures must be at least 10-feet from any other structure.
 3. All additions to a dwelling, including attached garages and decks, are dimensions of ALL EXISTING STRUCTURES on the lot and must be on the site drawing.
 4. For residential zoning districts, It is suggested that the applicant use a copy of their mortgage survey for the site drawing.
 5. The footprint must be staked.
 6. Four (4) sets of plans are required for new houses or businesses.
 7. Final zoning certificate required before final building inspection received.

for office use only

application fee - \$40.00 receipt #: cash date paid: 5-28-24

drawing(s) included with application

Fee paid with Site Plan Review application

CITY OF HUDSON PERMIT APPLICATION TO WORK IN PUBLIC
RIGHT-OF-WAY, STREET AND / OR ALLEYWAY
(Sewer, Drain or Telecom Repair/Replacement)

Date application submitted: May 28, 2024

Address of location work is to be performed: 219 Pleasant St

Describe Type & Location of Work (In right-of-way, street, alleyway, etc.): Driveway
is being installed on the back half of the property which runs
off of Maple street. (see page 3 for additional space for description)

Start Date: May 28, 2024 To Completion Date: June 8th 2024 requesting permission
to work in public right-of-way, street or alleyway.

Property Owners Name: Lydia VanValkenburg Mailing Address: 219 Pleasant
St Hudson MI, 49247

City: Hudson State: MI Zip Code: 49247

CONTRACTOR INFORMATION

Company Name: Lockwood Property Services

Street Address: 14430 Packard Rd City: Hudson State: MI Zip Code: 49247

Office Ph#: (517)-442-6981 Fax Ph#: _____ E-mail: KateBlackwood99@gmail.com

Important: At least 24-hours' notice must be given to the DPW Superintendent before any public right-of-way, street and / or alleyway can be opened for the purpose of repair/laying a private sewer, drain or telecom, and such work may not proceed until approval of the Superintendent is obtained. All excavations for telecom or building sewer installation/repair shall be adequately guarded with barricades and lights so as to protect the public from hazard. Streets, sidewalks, parkways, alleyways and other public property disturbed in the course of the work shall be restored in a manner satisfactory to the city. All refilling of the excavation made for such connection shall be under the supervision of the city officials responsible for streets. Sewer, drain, or telecom work located in public right-of-way, street and/or alleyway must be inspected by the city before covering. Sewer or drain work performed on abutting private property requires a separate plumbing permit. (for permit information contact City Office at 517-448-8983).

Liability insurance policies are required to be filed in making application for permit, they shall be in not less than the following minimum amounts, except as otherwise specified.

- (1) On account of injury to or death of any person in any one accident, \$500,000.00;

CITY OF HUDSON APPLICATION FOR VARIANCE

Application No: 24-01

Site Plan _____
Fee: \$75.00

PLEASE PRINT OR TYPE (Use back of application if more space is needed)

I/We Dan Rogers of Hudson Area Schools, hereby requests a Variance.

Property Owner: Hudson Area Schools

Telephone Number: 517 448 8912

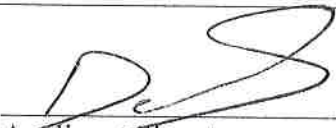
Address of Property Involved: 746 N MAPLE Grove Ave

Legal Description: _____

I/We are requesting a Variance for the following reason(s): (CURBCUTS)

N - 27' S - 41'

Dated: 5-28-24


Applicant Signature

(Do Not Write Below This Line)
FOR CITY OFFICE USE ONLY

At the meeting of the Planning Commission held on _____, the above described Variance was considered and it was recommended that the Council:
 Grant Deny Other: _____

For the following reasons: _____

At the meeting of the Council held on _____, the above described Variance was:
 Granted Denied Other: _____

For the following reasons: _____

Copy to: Applicant
 City Clerk
 Building Inspector

New Lincoln drive:

Construct a paved drop off drive 25 feet wide 520 feet long with a 4 feet wide curbed sidewalk .

Estimate includes:

One foot of base gravel with 4 inches of asphalt. Curb cuts on City Curb.



application for

APPROVAL OF SITE PLAN

Application date: 5-24-24

APPLICANT IDENTIFICATION

Applicant name: Hudson Area Schools telephone: 517 448 8912
address: 746 N Maple Grove Ave.

Owner's name: Hudson Area Schools telephone: _____
address: 781 N Maple Grove Ave.

Plan Designer's name: _____ telephone: _____
address: _____

PROPOSED SITE PLAN REVIEW

PRELIMINARY FINAL COMBINED*

*At the discretion and risk of applicant, the PRELIMINARY and FINAL site plans may be COMBINED in application for approval. In such a situation the Planning Commission may waive the portion of the review process concerning preliminary site plan application and review. However, the Planning Commission has the authority to require a PRELIMINARY site plan separate from the FINAL site plan where the complexity and/or scale of the site for the proposed development so warrant. Also, PRELIMINARY and FINAL site plans cannot be combined for a development consisting of two or more phases.

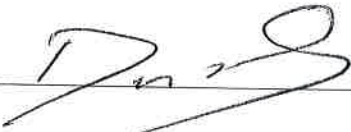
A copy of the City of Hudson's code pertaining to site plan review is included with this application.

A site plan review also requires an application of zoning compliance. The fee for zoning approval is included in the site plan review fee.

PLEASE NOTE: *Engineering, Legal and Planning Consultant Costs will be extra, if incurred.*

APPLICANT'S STATEMENT

I hereby state that the information I have provided in this application is true and correct to the best of my knowledge. I also acknowledge that I have received a copy of the Certificate of Zoning Compliance and a copy of the City of Hudson's code pertaining to site plan review with this application. By signing this application, I grant permission to city personnel to enter upon property as described for review purposes.

Applicant's signature: 

date: 5-28-24



application for ZONING COMPLIANCE

application date: 5-24-24

APPLICANT IDENTIFICATION

applicant name: Hudson Area Schools telephone: 517-448-8912

address: 781 N. Maple Grove Ave.

e-mail: DROGERS@Hudson.k12.mi.us

owner's name: Hudson Schools telephone: _____

address: Admin

PROPERTY IDENTIFICATION

address: 746 N Maple Grove Ave. (Linedin)

Parcel ID: XHO 325-0130-00

location: between _____ and _____

present zoning: _____

DESCRIPTION OF PROPOSED WORK

Use vacant land for _____ add to existing building(s)

new home construction (see Water/Sewer Tap form)

detached structure (describe) _____

new building(s) (describe) _____

other (describe) New circle Drive and Street drop off/pick up

Site lot dimensions: _____ lot area: West of Building

number of off-street parking spaces: _____

REQUIRED DRAWINGS

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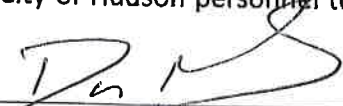
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for office use only

application fee - \$40.00 receipt #: _____ date paid: 5-28-2024

drawing(s) included with application

Fee paid with Site Plan Review application

for Hudson City Office Use Only

FEE SCHEDULE

PRELIMINARY \$ 200.00 FINAL \$ 250.00 COMBINED \$ 450.00

date paid: 5-28-2024

received by: *CAW*

- | | |
|--|---|
| <input checked="" type="checkbox"/> Application and Drawings received | <input type="checkbox"/> Hudson DPW / WWTP opinion received |
| <input checked="" type="checkbox"/> Zoning Compliance application received | <input type="checkbox"/> Hudson Fire Chief opinion received |
| <input type="checkbox"/> Engineering Consultant opinion received | <input type="checkbox"/> Other: |

COMMENTS

Initial Review of Planning Commission: date: _____

FINDINGS & RECOMMENDATIONS TO HUDSON CITY COUNCIL

Final Review of Planning Commission: APPROVED DENIED date: _____

FINDINGS

Initial Review of Hudson City Council: date: _____

Final Review of Hudson City Council: APPROVED DENIED date: _____

FINDINGS

Notification Sent to:

<input type="checkbox"/> Owner	date: _____
<input type="checkbox"/> City Council Files	date: _____
<input type="checkbox"/> Building Inspector	date: _____
<input type="checkbox"/> Planning Commission	date: _____

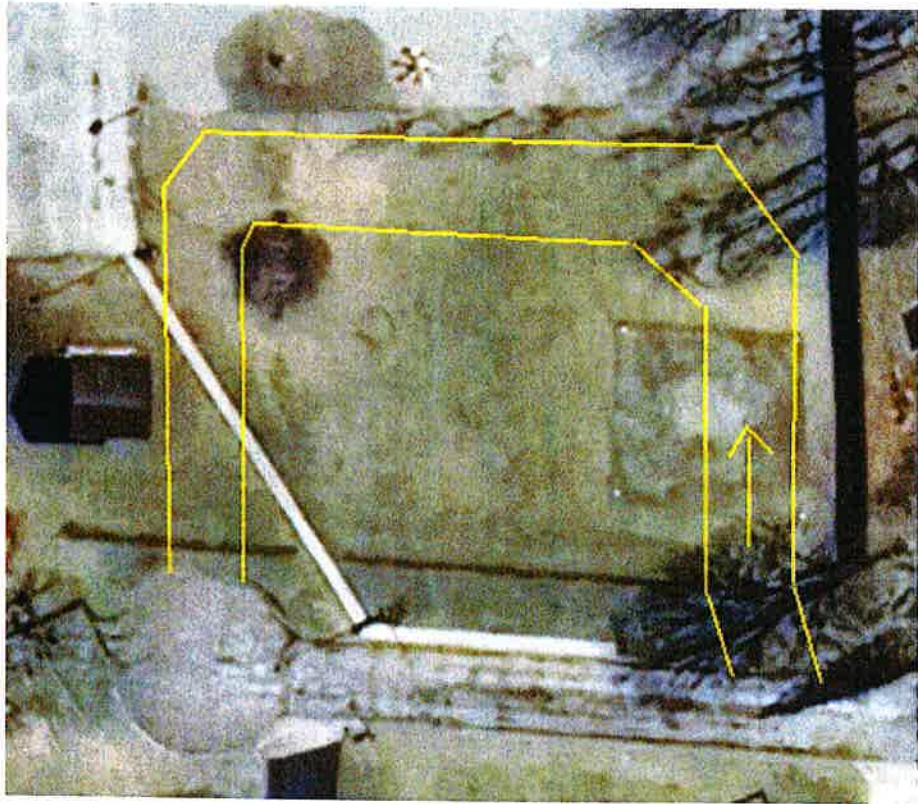


TIFFIN ST

BP

3D

81°



DRAFT

ORDINANCE NO. 404-24

An ordinance to amend the Code of the City of Hudson by adding a new article which shall be designated as Article IV 19-68 of Chapter 19 of said Code.

THE CITY OF HUDSON ORDAINS:

Chapter 19 Article IV 19-68. Solar Energy Systems

Sec. 1 Definitions

Solar Energy Systems small- means a single residential or small business-scale solar energy conversion system consisting of roof panels, ground mounted solar arrays, or other solar energy fixtures, and associated control, conversion electronics, and will be used to produce utility power primarily on-site for users or customers.

Sec. 2

Solar Energy Systems as follows:

1. **Intent.** The intent of this section is to permit and encourage the development of solar energy systems within the City of Hudson while ensuring tat such systems do not become a nuisance to neighbors or the community.
2. **Roof-Mounted Solar Energy Systems.** Roof-mounted Solar Energy Systems of any capacity are permitted in all districts, subject to the following:
 - a. Solar panels may be mounted on the roof of a principle or accessory structure capable of supporting the panels weight.
 - b. The presence of solar panels on a rooftop shall not increase the overall height of a structure by greater than five (5) feet as measured from the highest point of the structure to the top of the panels. Panels shall not exceed an angle of 45-degrees, from either a flat roof or a horizontal line that is parallel to the eave line for pitched roofs. For pitched roofs with an angle greater than 45-degrees, solar panels shall be mounted flush with the surface of the angled roof.
 - c. Solar panels shall not project beyond the roof edge.
 - d. Site plans shall not be required for roof-mounted panels. Such systems shall be approved administratively, subject to building, mechanical and electrical permits and inspections.
 - e. In residential districts, roof-mounted panels are prohibited from being placed on the front yard facing side of a residence, however solar shingles or other integrated solar systems that are similar in appearance to shingles may be permitted on the roof in the front yard facing side of residence if approved by the zoning administrator.
3. **Ground-Mounted Solar Energy Systems.** Ground-Mounted Solar Energy Systems are permitted as follows:

General Requirements. All ground-mounted solar energy systems shall be subject to the following requirements.

- a. Solar collection panels and related equipment, including batteries, shall meet the setback requirements for structures in the district in which they are placed.
- b. Solar collectors shall be placed such that concentrated solar radiation or solar glare will not be directed onto nearby properties or roadways. Traffic safety and adjacent properties shall be protected from unreasonable glare and radiation.
- c. The area around ground-mounted solar panels shall be screened with ground cover vegetation, maintained for the duration of the operation until the site is decommissioned, except where panels are part of a parking lot canopy. The Planning Commission may waive screening and landscaping standards that interfere with solar collection, provided that such a system is not readily visible from a residential property.
- d. The height of the ground-mounted solar panels shall not exceed fourteen (14) feet from grade to the highest point of the panel. If the panel is located on a berm, the height shall be measured from the base of the berm.
- e. If a ground-mounted solar energy system ceases to operate or is abandoned for a period of six months or is deemed by the zoning official to be unsafe or not in compliance with the Hudson City Code, the property owner shall repair and restore the system to good working order within a reasonable time set by the zoning official or, if no longer operating or no longer in compliance with federal, state, or local codes, the property owner shall remove the system in its entirety. This shall include removing posts, equipment, panels, foundations, and other items so that the ground is restored to its preconstruction state and is ready for development for other land use.
- f. Solar energy systems shall not be installed in the front or required side yard.
- g. Solar energy systems shall be accessory to a principal use on the site.
- h. Solar energy systems shall comply with the maximum lot coverage provided in Section 19-67 in the district in which they are placed.

Sec. 3 Penalty: Violations are subject to the penalties in Section 19-157.

Sec. 4 Severability:

The various parts, sections and clauses of this Ordinance are hereby declared to be severable. If any part, sentence, paragraph, section, or clause is adjudged unconstitutional or invalid by a court of competent jurisdiction, the remainder of the Ordinance shall not be affected thereby.

Effective Date:

This Ordinance shall become effective on

Non-emergency Ordinance

Emergency Ordinance

Introduced: _____

Summary of Minutes Published: _____

Enacted: _____

Vote: _____ Yes: _____ No: _____ Abstain: _____

Ordinance Published: _____

Effective Date: _____

Approved: _____

Mayor

Attest: _____

City Clerk