

**PLANNING COMMISSION
121 N CHURCH STREET, HUDSON, MI
PUBLIC HEARING
November 27, 2023 at 6:30 p.m.**

AGENDA

- I. **CALL TO ORDER:**
- II. **ROLL CALL:**
- III. **ORDERS OF THE DAY:**
 - A. Conditional Use Permit: 607 Grove Street
- IV. **ADJOURN SINE DIE:**

**PLANNING COMMISSION
121 N CHURCH STREET, HUDSON, MI
REGULAR MEETING
November 27, 2023
Immediately after the Public Hearing**

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 October 23, 2023
- V. **NEW BUSINESS:**
 - A. Conditional Use Permit – 23-03 – 607 Grove Street - DayCare
 - B. Easement Application for Utility or Public Road
- 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
October 23, 2023 at 6:30 pm**

The Regular Meeting was called to order by Commissioner Brad VandeZande at 6:35 p.m.

ROLL CALL: PRESENT: Brad VandeZande, Watson Clark, Rob Hall, Sean Williams, Jack Donaldson, and Willis Terrill

ABSENT: None

OTHERS: Bruce VanWieren, Lisa Whitehead, City Manager Charles Weir and City Clerk Jeaniene McClellan

ORDERS OF THE DAY:

Setting the agenda:

Motion by Watson Clark, seconded by Rob Hall, to **add Discussion and Clarification on Conditional Use Permit under New Business Item B.** CARRIED by voice vote.

Minutes dated July 24, 2023:

Motion by Watson Clark, seconded by Rob Hall, to **correct the minutes dated September 25, 2023 and place on file.** CARRIED by voice vote.

NEW BUSINESS:

Review and Approve – Easement Application for Utility or Public Road:

The draft form was given to the commissioners for review and approval.

Discussion only no vote taken and the form will be changed and brought back after corrections.

Discussion and Clarification on Conditional Use Permit:

Discussion only

VISITORS BEFORE COMMISSION:

Lisa Whitehead – Who is the Zoning Board and Why is TSC coming to Hudson?

CITY MANAGER'S REPORT:

- Tractor Supply Company is going forward to start building in the spring. With the aging water lines on the property we will be proposing to have the lines replaced.
- The Spark Grant was denied due to many applicants applying.
- The Recreation Master Plan is being re-done in house and 400 questionnaires will be going out for citizens to help with the new master plan.

COMMISSION COMMENTS:

ADJOURNMENT:

Motion by Watson Clark seconded by Jack Donaldson, to **adjourn the meeting at 7:15 p.m.**

ATTEST: _____
Jeaniene McClellan, City Clerk

OCT 19 2023

City of Hudson

CITY OF HUDSON

APPLICATION FOR CONDITIONAL USE PERMIT

Application No: 23-03

Site Plan Fee: \$75.00

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

I/We Andrea Hamilton of Hudson, MI, hereby requests a Conditional Use Permit.

Property Owner: Eric Hamilton & Andrea Hamilton

Telephone Number: (517) 465-0678

Address of Property Involved: 607 Grove St

Legal Description: opening a daycare

I/We are requesting a Conditional Use Permit for the following reason(s): ~~to open a daycare~~ wanting to open a daycare in my home. Group care up to 14 children.

Dated: 10/19/23

Andrea Hamilton
Applicant Signature

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

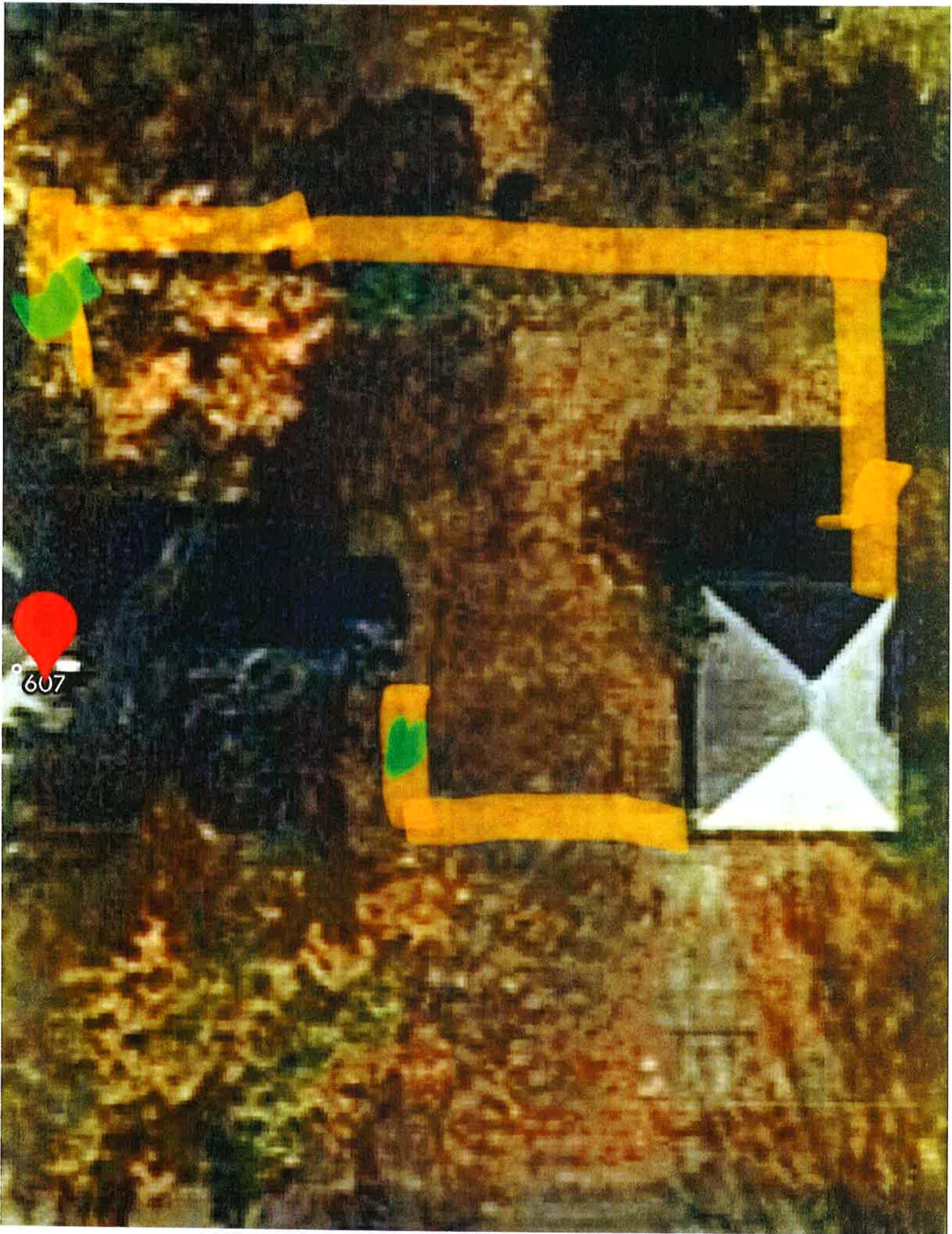
At the meeting of the Planning Commission held on _____, the above described Conditional Use Permit was considered and it was recommended that the Council:
 Grant Deny Other: _____

For the following reasons: _____

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

For the following reasons: _____

Copy to: Applicant
 City Clerk
 Building Inspector



607



EASEMENT APPLICATION

for **UTILITY** or **PUBLIC ROAD**

Please Note: Easements for the use of City-owned land will be considered when City-owned land is the **ONLY** alternative for the proposed use. Protection of the natural environment is the primary consideration. See reverse side for requirements.

LOCATION OF EASEMENT		
County LENAWEE COUNTY	City CITY OF HUDSON	
List all Section(s) and Quarter-Quarter(s) affected by the easement. Attach additional sheets, if necessary.		
Dimensions of easement requesting crossing City-owned land	<i>width:</i> feet	<i>total length:</i> feet
PURPOSE OF EASEMENT		
Easement Type (pipeline, electric, telephone, sanitary sewer, highway, etc.)	Number of Lines	If pipelines, the diameter
Please explain why alternatives to use of City-owned land are not feasible:		
CONTACT INFORMATION		
Legal name of organization to which easement will be issued	Telephone	FAX
Contact Person	E-mail	
Mailing Address		
City, State, Zip		
<i>If Agent, please add the following information:</i>		
Name of Agent	Telephone	FAX
Contact Person	E-mail	
Mailing Address		
City, State, Zip		

Applicant's Signature _____ Date _____

INFORMATION		
City of Hudson 517.448.8983 office	121 N Church Street www.ci.hudson.mi.us	Hudson, MI 49247 517.448.7339 fax

Easements for the use of City-owned land will be considered when City-owned land is the **ONLY** alternative for the proposed use. **Protection of the natural environment is the primary consideration.** Easements are granted to authorize a specific long-term use of City-owned land, such as:

- Rights-of-Way for State Highways
- County Roads
- Electric Utility Lines
- Telecommunications Lines
- Oil and Gas Pipelines
- Sewer Lines
- Similar Uses

REQUIRED DOCUMENTATION OF PROPOSED EASEMENT TO BE SUBMITTED WITH APPLICATION:

1. A recordable survey and legal description of the easement area requested on City-owned land.

The survey shall:

- show all quarter-quarter lines,
- label quarter-quarters,
- indicate the amount of square footage in each quarter-quarter, and
- trails, right-of-ways, structures, utility lines, pipelines, waterlines, etc., in the easement area.

While not required, a PDF file of the survey will aid in the review and approval process.

2. **APPLICATION FEE:**

- **Proposed Easement** - Required application and review fee of **\$100.**

ADDITIONAL REQUIREMENTS OF PROPOSED EASEMENT AFTER REVIEW BY CITY:

1. Depending upon the lands to be affected, the City may require an environmental assessment, biological study, or archaeological study. If an assessment or study is requested, the applicant will complete and submit it prior to the city making a final decision on the easement application.
2. No easement shall be granted for land more than the amount necessary for the approved use. Easement rights shall be relinquished when the need ceases.
3. New easements will make joint use of existing utility corridors whenever possible (pipelines, underground cables, etc.).
4. All utility lines in high-use recreation areas and on other City land having high aesthetic, scenic, natural, or historic values shall be buried. All telecommunications lines and all electric power lines up to 34.5 K.V. will be buried whenever feasible.
5. Proposed rights-of-way to extend utility service to private landowners shall be located wholly or partially on private property whenever possible. City-land shall only be considered when the use of private property is unavailable.
6. Restoration and maintenance of easement areas and rights-of-way must be performed so the natural environment is protected, and unauthorized right-of-way use is not permitted. Any easement granted by the City will specify the construction, restoration, and maintenance conditions. No alternative means of construction, restoration or maintenance shall be used without specific written approval of the City.
7. If the City of Hudson approves this application, a notification of approval will be sent to the applicant.
8. It is the applicant's obligation to contact third parties holding easements within the approved easement area and coordinate construction and maintenance with those parties.

Applications **WILL NOT** be reviewed without payment

Mail completed application, required documents and check/money order, made payable to the CITY OF HUDSON