

**PLANNING COMMISSION
121 N CHURCH STREET, HUDSON, MI
REGULAR MEETING
October 23, 2023
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 September 25, 2023
- V. NEW BUSINESS:**
 - A. Review and Approve - 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
PUBLIC HEARING
September 25, 2023 at 6:30 pm**

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

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

ABSENT: None

OTHERS: Steve Witte & Brian Leibrandt – Tractor Supply Company, Hermelinda Meier, Gloria Laiklam, Jeff Stevens, Allan McDaniel, Tyler Mattison, Kari Hickman, City Manager Charles Weir and City Clerk Jeaniene McClellan

ORDERS OF THE DAY:

Variance Request: 458 Cross Street

Rezoning Request: 458 Cross Street

The neighbors had questions for Mr Witte and Mr Leibrandt about property lines, where the driveway will be and other questions. City Manager voiced concerns from Dr. Schmidt about heavy equipment and parking on her parking lot. She does not want her parking lot used.

Adjourn Sine Die:

**PLANNING COMMISSION
121 N. CHURCH STREET – HUDSON MI
REGULAR MEETING
September 25, 2023 following the Public Hearing**

The Regular Meeting was called to order by Commissioner Brad VandeZande at 7:09 p.m.

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

ABSENT: None

OTHERS: Steve Witte & Brian Leibrandt – Tractor Supply Company, Hermelinda Meier, Gloria Laiklam, Jeff Stevens, Allan McDaniel, Tyler Mattison, Kari Hickman, City Manager Charles Weir and City Clerk Jeaniene McClellan

ORDERS OF THE DAY:

Minutes dated July 24, 2023:

Motion by Will Terrill, seconded by Sean Williams, to **approve the minutes dated July 24, 2023 and place on file.** CARRIED by voice vote.

NEW BUSINESS:

Variance Request: Fence at 458 Cross Street:

The City has received a request from Tractor Supply Company to have a 16 foot fence in the back of the property at 458 Cross Street. This fence would be to enclosed their inventory.

Motion by Rob Hall, seconded by Jack Donaldson, to **recommend to change the fence ordinance to allow taller fences in the Highway Commercial zones.** CARRIED by voice vote.

Rezoning Request: 458 Cross Street:

The City has received a request from Tractor Supply Company to have the property at 458 Cross Street zoned from Office to Highway Commercial.

Motion by Rob Hall, seconded by Will Terrill, to **recommend Council to approve of the rezoning from Office to Highway Commercial at 458 Cross Street.** CARRIED by voice vote.

Site Plan for TSC Project:

The City has received the site plan from Tractor Supply Company for their new store at 458 Cross Street.

Motion by Watson Clark, seconded by Sean Williams, to **recommend Council to approve the site plan for Tractor Supply Company at 458 Cross Street.** CARRIED by voice vote.

Conditional Use Permit: Hometown Vintage & Décor 788 N Maple Grove Ave:

The City has received a conditional use permit request at 788 N Maple Grove Ave to have a retail store.

The Commissioners denied this request due to 788 N Maple Grove Avenue is in the residential zoning and retail can not be within residential inside the City Limits.

CITY MANAGER'S REPORT:

- Rock the Block was in Hudson and was able to help with three properties.
- City was denied on the two drinking water and waste water grants this year. We can reapply for next year. We will be looking into other options for financing.
- 109 Mechanic Street will be having an auction to try to sell the property on September 27th.
- The maintenance building is looking good, thanks to two of the girls in the office. Linda Cross and Jeaniene McClellan power washed and painted the building. They will also replace the two windows at the peak on the north and south side of the building.

VISITORS BEFORE COMMISSION:

No Visitors

COMMISSION COMMENTS:

ADJOURNMENT:

Motion by Watson Clark seconded by Jack Donaldson, to **adjourn the meeting at 8:00 p.m.**

ATTEST: _____

Jeaniene McClellan, City Clerk



EASEMENT APPLICATION

for UTILITY or PUBLIC ROAD

PROPOSED EASEMENT APPLICATION

ASSIGNMENT REQUEST

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	width: feet	total length: 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		
If Agent, please add the following information:		
Name of Agent	Telephone	FAX
Contact Person	E-mail	
Mailing Address		
City, State, Zip		

Applicant's Signature

Date

City of Hudson
517.448.8983 office

121 N Church Street
www.ci.hudson.mi.us

Hudson, MI 49247
517.448.7339 fax

INFORMATION

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
 - **existing forest roads**, 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** - Linear easements of $\frac{1}{4}$ mile or less require an application and review fee of **\$300**. For easements LONGER THAN $\frac{1}{4}$ MILE, **add \$150** for each additional mile, or portion thereof.
- **Easement Assignments** - **\$300** for the first easement, add **\$150** for each additional easement.

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. Some City-managed lands were acquired with assistance from the **Federal Government**. Permission from **Federal Agencies** may be required prior to the City granting final approval of your request.
3. No easement shall be granted for land in excess of the amount necessary for the approved use. Easements shall only be granted for a price at or above the current fair market value for such easement rights as determined by the City. Easement rights shall be relinquished when the need ceases.
4. New easements will make joint use of existing utility corridors whenever possible (pipelines, underground cables, etc.).
5. 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.
6. 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.
7. 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.
8. If the City of Hudson approves this application, an invoice will be sent for the easement rights, damages, and vegetation consideration fee. The easement will be issued after receipt of payment in full.
9. 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