



**CITY OF JONESVILLE  
PLANNING COMMISSION AGENDA  
WEDNESDAY, OCTOBER 9, 2024, 7:00 P.M.  
JONESVILLE CITY HALL, 265 E. CHICAGO STREET**

- 1. CALL TO ORDER / PLEDGE OF ALLEGIANCE / MOMENT OF SILENCE**
- 2. PUBLIC COMMENT**
- 3. APPROVAL OF AGENDA**
- 4. APPROVAL OF MINUTES**
  - A. September 11, 2024 Meeting
- 5. PUBLIC HEARING AND SUBSEQUENT ACTION**
  - A. None
- 6. UNFINISHED BUSINESS**
  - A. Site Plan Review – Request from MT Engineering/Key Opportunities for construction of Phase I of the Planned Unit Development at 439 Beck Street **[Information Item]**
  - B. Wright Street Park Concept Plan **[Discussion Item]**
- 7. NEW BUSINESS**
  - A. Site Plan Review – Request from Stoll Metal Sales, LLC for a building addition at 590 Olds Street **[Action Item]**
- 8. OTHER BUSINESS**
  - A. Project Updates
- 9. ADJOURNMENT – Next meeting Wednesday, November 13, 2024 at 7:00 p.m.**

**CITY OF JONESVILLE  
PLANNING COMMISSION  
Minutes of September 11, 2024**

A City of Jonesville Planning Commission meeting was held on Wednesday, September 11, 2024 at the Jonesville City Hall, 265 E Chicago Street, Jonesville, MI. Chair Christine Bowman called the meeting to order at 7:00 p.m.

Present: Christine Bowman, Ken Koopmans, Annette Sands, and Ryan Scholfield

Absent: Brenda Guyse and One Vacancy

Also Present: Jeff Gray, Charles Crouch, and Rick Stout (Fleis & Vandenbrink)

Annette Sands led the Pledge of Allegiance and the moment of silence.

The Oath of Office was administered to Kenneth J. Koopmans by Clerk Means.

A motion was made by Annette Sands and supported by Ryan Scholfield to approve the agenda as presented. All in favor. Absent: Brenda Guyse and One Vacancy. Motion carried.

Ryan Scholfield made a motion and was supported by Ken Koopmans to approve the minutes from August 20, 2024. All in favor. Absent: Brenda Guyse and One Vacancy. Motion carried.

Action on the Site Plan Review request from MT Engineering/Key Opportunities for construction of Phase 1 of the Planned Unity Development located at 439 Beck Street was postponed at the August 20, 2024 regular meeting to allow the applicant to address site access issues raised by the Michigan Department of Transportation. MDOT has confirmed after a meeting with the applicant and staff that only one site access will be permitted. The Site Plan Review is pending updates to the plan.

Rick Stout of Fleis and Vandenbrink was in attendance and began the development of a conceptual master plan for Wright Street Park. Mr. Stout provided pertinent sections of the Recreation Master Plan that were discussed in length, including Planning Commission priorities for park updates. The next scheduled meeting will be held at Wright Street Park on October 9, 2024 with Mr. Stout in attendance, and having recommendations and/or options for moving forward with the Recreation Plan.

Manager Gray provided updates.

The next meeting is scheduled for Wednesday, October 9, 2024 at 7:00 p.m.

The meeting was adjourned at 8:47 p.m.

Submitted by,

Cynthia D. Means  
Clerk



To: Jonesville Planning Commission  
From: Jeffrey M. Gray, City Manager *JMG*  
Date: October 6, 2024  
Re: Manager Report and Recommendations – October 9, 2024 Planning Commission Meeting

**6. A. Site Plan Review – Request from MT Engineering/Key Opportunities for construction of Phase I of the Planned Unit Development at 439 Beck Street [Information]**

Action on this request for the first phase of construction of the supportive housing development at the former Eagles site was postponed at the August 20<sup>th</sup> regular meeting to allow the applicant to address site access issues raised by the Michigan Department of Transportation. A draft plan with updated site access has been submitted to MDOT for review and comment. Once the plan is in a form acceptable to MDOT, an amended plan will be submitted to update the Planned Unit Development. No action is recommended at this time, pending updates to the plan.

**6. B. Wright Street Park Concept Plan [Discussion]**

This item is reserved for further discussion of the Wright Street Park Concept Plan. Rick Stout with Fleis and Vandenbrink will join us virtually to facilitate discussion of the attached “bubble” concepts. *Please refer to the attached relationship concepts.*

**7. A. Site Plan Review – Request from Stoll Metal Sales, LLC for a building addition at 590 Olds Street [Action Item]**

The applicant is proposing the construction of an 8,100 square foot building addition that would connect two existing buildings together. The property is located on the southwest corner of Olds Street (M-99) and Industrial Parkway. The subject property is just over 6 acres; along with the warehouse and metal roof manufacturing buildings that would be connected by the new addition, there is a retail building that along the front of the property. The property location is illustrated on the aerial photograph, below.

**Property Location**



Zoning and land use on the property and surrounding properties is as follows:

	Zoning	Land Use
<b>Subject Property</b>	HC (Highway Commercial)	Retail Building Supplies
<b>North</b>	HC (Highway Commercial)	Office
<b>South</b>	HC (Highway Commercial)	Undeveloped
<b>East</b>	HC (Highway Commercial)/ I-1 (Light Industrial)	Undeveloped
<b>West</b>	HC (Highway Commercial)	Undeveloped

**Site Plan Requirements:**

Building Setbacks – The new buildings meet the minimum front, side and rear setbacks from the property lines.

Parking – The 8,100 square foot addition for manufacturing and warehousing would require 6 additional parking spaces, in accordance with Section 16.06 of the Zoning Ordinance. There is sufficient existing paved area on the property to accommodate the parking demand.

Signs – No new signs are proposed at this time. Any future signage would require application for a Sign Permit from the City prior to installation.

Landscaping – No new landscaping is proposed or required by Ordinance for the proposed addition.

Lighting – No new exterior lighting is shown on the site plan. If additional lighting is installed, it will need to be no greater than 20 feet in height and utilize light cutoff fixtures that direct light downward, in accordance with Section 2.18 of the Zoning Ordinance.

**Utilities:**

The applicant proposes no changes to the current water or sanitary sewer services, as the units do not require those services. Storm water would surface drain across the paved surfaces to the existing storm water catch basin on the southeast corner of the property; the area of the proposed addition is surfaced in limestone, so stormwater runoff is not anticipated to significantly increase with the new construction.

**Recommended Action**

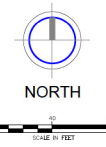
Site Plans are subject to the review standards listed in Section 15.05 of the Zoning Ordinance. A copy of these standards is attached. Staff would recommend a finding that the site plan meets the minimum requirements of the Ordinance.

Based on the analysis above, staff would recommend that the Planning Commission consider the following motion:

A motion to approve the Site Plan Review request from Stoll Metal Sales, LLC, for construction of an 8,100 square foot building addition on the property located at 590 Olds Street. Approval is based on the plans prepared by Richard J. Jenkins, P.E., dated September 25, 2024, with a finding that the plan meets the Review Standards listed in Section 15.05 of the Zoning Ordinance. *Please refer to the enclosed application materials, site plan, and Section 15.05 of the Zoning Ordinance.*

**9. A. Project Updates**

This section of the agenda is reserved for an update on current and pending projects in the City.

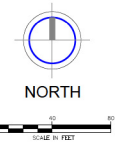


**WRIGHT PARK BUBBLE CONCEPT A**

CITY OF JONESVILLE  
 10.03.2024

JONESVILLE, VA  
 800.877.7000  
 800.877.7000

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**WRIGHT PARK BUBBLE CONCEPT B**  
 CITY OF JONESVILLE  
 10.03.2024

©2024 Landscape Architecture  
 Jonesville, VA  
 Phone: 800.877.7100  
 Fax: 800.877.7100

10/03/2024 10:03:24 AM C:\Users\jonesville\OneDrive\Documents\Projects\2024\Wright Park Bubble Concept B\10.03.2024\10.03.2024\_Site Plan.dwg



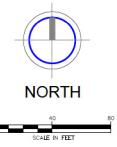
**WRIGHT PARK BUBBLE CONCEPT C**

**CITY OF JONESVILLE**

**10.03.2024**

JONESVILLE, VA  
 800-277-7000  
 800-277-7000





**WRIGHT PARK BUBBLE CONCEPT D**  
 CITY OF JONESVILLE  
 10.03.2024

JAMES LAWRENCE & ASSOCIATES, INC.  
 6000 LANTANA DRIVE, SUITE 100  
 JONESVILLE, VA 22098  
 P: 800.877.7000  
 F: 800.877.7000

10/3/2024 10:50:00 AM C:\Users\jlawrence\OneDrive\Documents\Projects\2024\Wright Park Bubble Concept D\100324 Wright Park Bubble Concept D.dwg

CITY OF JONESVILLE  
 PLANNING COMMISSION  
 SPECIAL LAND USE/SITE PLAN REVIEW  
 265 E. Chicago Street  
 Jonesville Michigan 49250  
 Phone: 517-849-2104 Fax: 517-849-9037

DATE: Sep 25, 24

**Applicant Name:**

Name <u>Rick Jenkins</u>	Business Name <u>Stoll Metal Sales, LLC</u>
Street Address <u>590 Olds St.</u>	Email Address <u>rjenkins@stollcm.com</u>
Cell Phone Number	Fax Phone Number
	Phone Number <u>849-7470</u>

Zoning District: HC - Heavy Commercial      Site Plan Review Fee: \$100.00  
 Special Land Use Fee: \$500.00

**Proposed Use:**

It is hereby requested that the City of Jonesville Planning Commission approve the issuance of a Special Land Use Permit for:

Storage and manufacturing of metal roofing and siding

**Existing Use of Property:**

Storage and manufacturing of metal roofing and siding

Proposed Location: Address: 590 Olds St., Jonesville, MI 49250  
 Property Tax ID#: 30 21 008 200 008 08 63

**Statement of Justification for Requested Action:**

State specifically the reason for this Special Land Use/Site Plan Review Permit request.

Expansion of Storage and manufacturing of metal roofing and siding

**Dimensions of Land:**

Width: 395'  
 Length: 660'  
 Acreage: 6.08  
 Frontage: 660' - Industrial Parkway  
253' - Olds St. (M-99)

**Existing Zoning Classification and Zoning of Adjacent Properties:**

HC - Highway Commercial

**Proposed Use of Land:**

No change

Rick Jenkins  
 Signature of Applicant

9/25/24  
 Date:

[Signature]  
 Signature of Property Owner

9-25-24  
 Date:

Official Use Only	
Fee Paid	
Date Paid	
Receipt #	
Date of Hearing:	

# STOLL METAL SALES

CITY OF JONESVILLE, HILLSDALE COUNTY, MICHIGAN

## GENERAL NOTES

### PURPOSE

THE INTENDED USE OF THIS 8,100 SQ. FT. EXPANSION IS FOR THE PRODUCTION AND STORAGE OF BOTH RAW MATERIALS AND FINISHED PRODUCT FOR METAL ROOFING AND SIDING.

### ZONING

HC - HIGHWAY COMMERCIAL

ADJACENT PARCELS ALSO HC (HIGHWAY COMMERCIAL)

PARCELS TO THE WEST ARE I-1 (LIGHT INDUSTRIAL)



SITE LOCATION

## SHEET INDEX

PLAN SHEET 01  
PLAN SHEET 02  
PLAN SHEET 03

TITLE SHEET  
EXISTING  
PROPOSED

PLANS PREPARED BY:  
RICHARD J. JENKINS JR., P.E.  
LICENCE NO. 6201048087  
EXPIRES: 08/17/2025



### CONTRACTOR

590 OLDS STREET  
JONESVILLE, MICHIGAN 49250  
TEL. 517.849.7470



Call 811 or Click ... Before you Dig

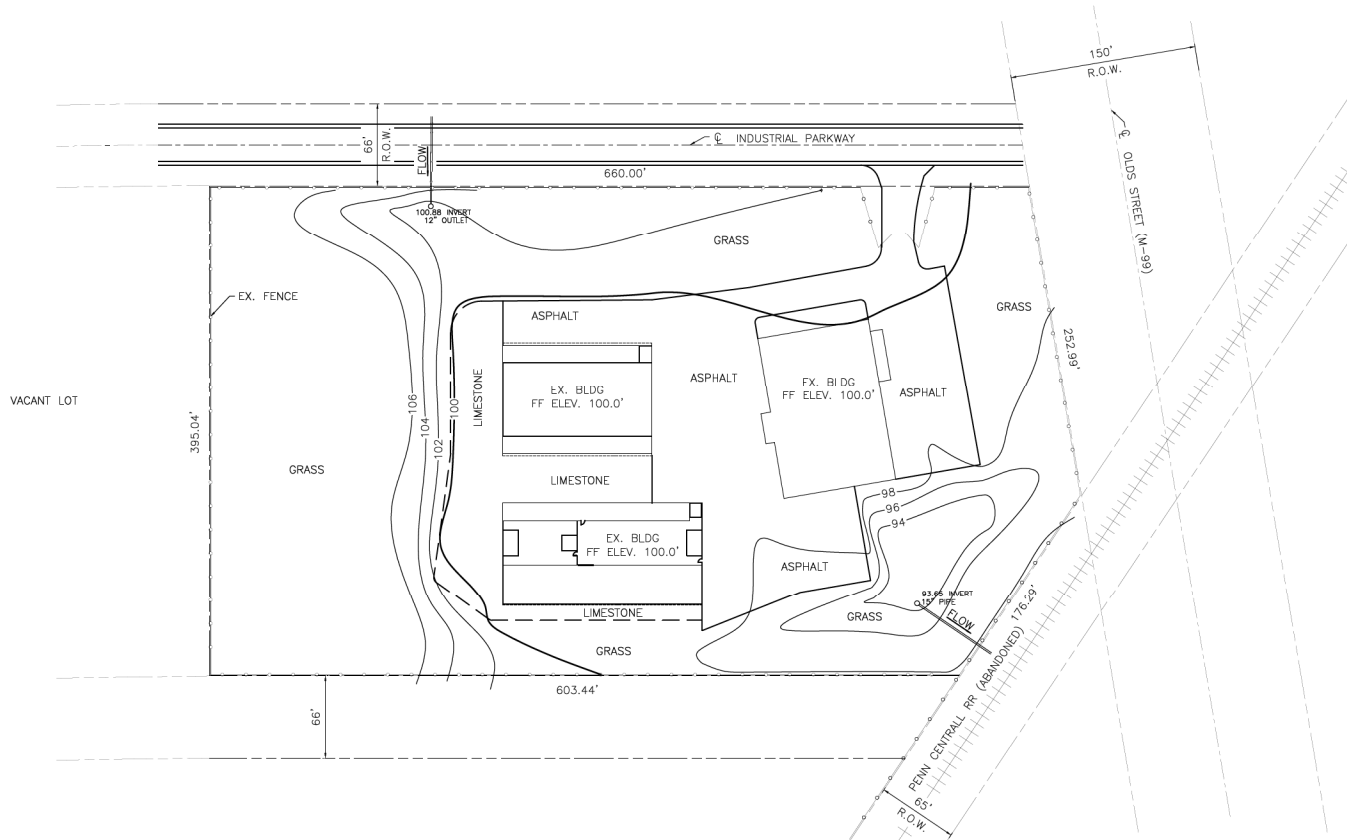
### REVISIONS

### PLAN PREPARATION

### TITLE SHEET

DRAWN BY	DATE	PLAN SHEET
R.J.J.	9-25-2024	01

**STOLL METAL SALES**  
MANUFACTURING AND STORAGE



PROPERTY DESCRIPTION

COMMENCING AT THE NORTHEAST CORNER OF SECTION 8 THENCE SOUTH 1325.94 FEET THENCE WEST 270.3 FEET TO THE WESTERLY LINE OF RAILROAD RIGHT OF WAY AND THE POINT OF BEGINNING THENCE WEST 603.44 FEET THENCE NORTH 395.04 FEET THENCE EAST 660 FEET TO THE WESTERLY RIGHT OF WAY OF M-99 THENCE SOUTH 09034' EAST ALONG SAID RIGHT OF WAY 252.99 FEET TO THE WESTERLY RAILROAD RIGHT OF WAY THENCE SOUTH 33052' WEST ALONG SAID RAILROAD RIGHT OF WAY 176.29 FEET TO THE POINT OF BEGINNING DOWNTOWN DISTRICT AUTHORITY UNPLATTED SEC 8 T6S R3W 6.08 ACRES M/L OF THE CITY OF JONESVILLE.



590 OLDS STREET  
JONESVILLE  
MICHIGAN  
49250

STOLL METAL  
SALES  
ADDITION

590 OLDS STREET  
JONESVILLE,  
MICHIGAN 49250

DRAWING TITLE

EXISTING  
PLAN

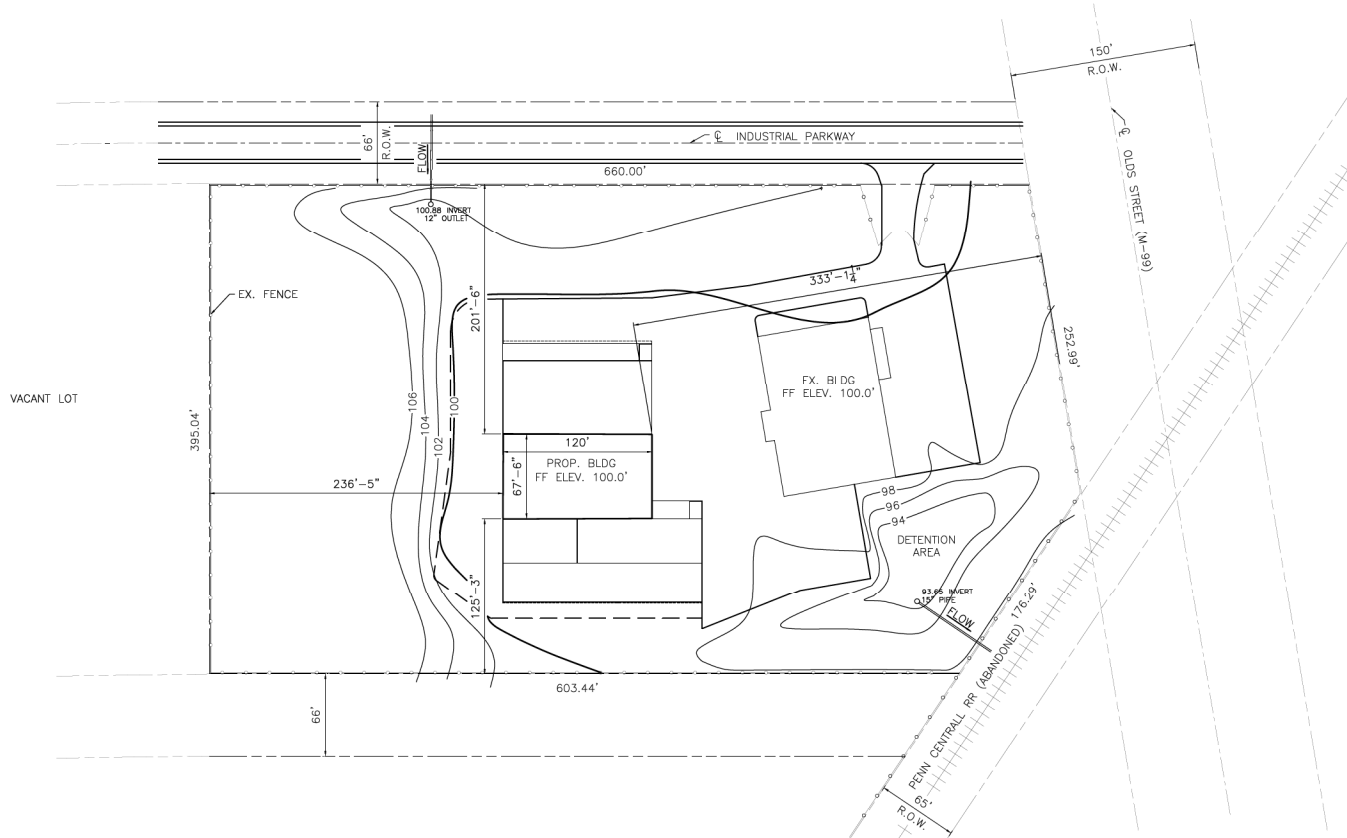
DATE  
SEPT. 24, 2024

SCALE  
1" = 100'

DRAWING NO.

A1.0

COPYRIGHT © 2024



NOTE:

THERE WILL BE NO CHANGE IN TOPOGRAPHY AS ONLY MINOR GRADING WILL OCCUR TO THE IMMEDIATE WEST OF THE PROPOSED WORK. THERE IS NO CHANGE IN DRAINAGE IMPACT. THE EXISTING CONDITION PROVIDES FOR ALL SURFACE FLOW TO DRAIN TO THE SOUTHEAST CORNER OF THE PARCEL WHERE THE DETENTION AREA IS LOCATED. AN EXISTING 15" PIPE DRAINS TO THE HILLSDALE COUNTY DRAIN COMMISSION DRAIN. WHILE THERE IS INCREASED ROOF SQUARE FOOTAGE (IMPERVIOUS), THE EXISTING GROUND SURFACE IN THE LOCATION OF THE PROPOSED BUILDING SITE IS CONCRETE AND HARD PACKED LIMESTONE (IMPERVIOUS).



590 OLDS STREET  
JONESVILLE  
MICHIGAN  
49250

STOLL METAL  
SALES  
ADDITION

590 OLDS STREET  
JONESVILLE,  
MICHIGAN 49250

DRAWING TITLE

PROPOSED  
PLAN

DATE  
SEPT. 24, 2024

SCALE  
1" = 100'

DRAWING NO.

A1.1

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**SECTION 15.05 REVIEW STANDARDS**

The following standards shall be utilized in reviewing all site plans. These standards are intended to provide a frame of reference for the applicant in the preparation of site plans as well as for the reviewing authority in making judgment concerning them. These standards shall not be regarded as inflexible requirements. They are not intended to discourage creativity, invention, or innovation.

- A. The uses proposed will not adversely affect the public health, safety, or welfare. Uses and structures located on the site shall take into account topography, size of the property, the uses on adjoining property and the relationship and size of buildings to the site. The site shall be developed so as not to impede the normal and orderly development or improvement of surrounding property for uses permitted in this Ordinance.
- B. Safe, convenient, uncontested, and well-defined vehicular and pedestrian circulation shall be provided for ingress/egress points and within the site. Drives, streets and other circulation routes shall be designed to promote safe and efficient traffic operations within the site and at ingress/egress points.
- C. The arrangement of public or private vehicular and pedestrian connections to existing or planned streets in the area shall be planned to provide a safe and efficient circulation system for traffic.
- D. Removal or alteration of significant natural features shall be restricted to those areas which are reasonably necessary to develop the site in accordance with the requirements of this Ordinance. The Planning Commission may require that landscaping, buffers, and/or greenbelts be preserved and/or provided to ensure that proposed uses will be adequately buffered from one another and from surrounding public and private property.
- E. Areas of natural drainage such as swales, wetlands, ponds, or swamps shall be protected and preserved insofar as practical in their natural state to provide areas for natural habitat, preserve drainage patterns and maintain the natural characteristics of the land.
- F. The site plan shall provide reasonable visual and sound privacy for all dwelling units located therein, and adjacent thereto. Fences, walls, barriers, and landscaping shall be used, as appropriate, to accomplish these purposes.
- G. All buildings and groups of buildings shall be arranged so as to permit reasonable necessary emergency vehicle access as requested by the Fire Department serving the Community.
- H. All streets and driveways shall be developed in accordance with the Community Subdivision Control Ordinance, the Hillsdale County Road Commission, or Michigan Department of Transportation specifications, as appropriate, unless developed as a private road in accordance with the requirements for private roads in this Ordinance. The Planning Commission may impose more stringent requirements than those for the Road Commission or Michigan Department of Transportation with respect to driveway location and spacing. In addition, sidewalks may be required if determined to be necessary or appropriate for pedestrians and non-motorized vehicles.

- I. Appropriate measures shall be taken to ensure that removal of surface waters will not adversely affect neighboring properties or the public storm drainage system. Provisions shall be made to accommodate stormwater, prevent erosion and the formation of dust. The use of detention/ retention ponds may be required. Surface water on all paved areas shall be collected at intervals so that it will not obstruct the flow of vehicular or pedestrian traffic or create puddles in paved areas. Catch basins may be required to contain oil filters or traps to prevent contaminants from being discharged to the natural drainage system. Other provisions may be required to contain runoff or spillage from areas where hazardous materials are stored, or proposed to be stored.
- J. Exterior lighting shall be arranged so that it is deflected away from adjacent properties and so that it does not interfere with the vision of motorists along adjacent streets. Lighting of buildings or structures shall be minimized to reduce light pollution and preserve the rural and small town character of the community.
- K. All loading and unloading areas and outside storage areas, including areas for the storage of trash, which face or are visible from Residential Districts or public streets, shall be screened by a vertical screen consisting of structural or plant materials no less than six (6) feet in height. The finished side of any wall, fence, or other screen shall face adjacent properties.
- L. Entrances and exits shall be provided at appropriate locations so as to maximize the convenience and safety for persons entering or leaving the site. The number of entrances to and exits from the site shall be determined with reference to the number of dwelling units or other land uses within the site, the nature and location of the surrounding streets, the effect of traffic in the area, nearby topography, and other factors.
- M. Site plans shall conform to all applicable requirements of County, State, Federal, and community statutes and ordinances. Approval may be conditioned on the applicant receiving necessary County, State, Federal, and community permits before final site plan approval or an occupancy permit is granted.
- N. Appropriate fencing may be required by the Planning Commission around the boundaries of the development if deemed necessary to minimize or prevent trespassing or other adverse effects on adjacent lands.
- O. The general purposes and spirit of this Ordinance and the Master Plan.

#### **SECTION 15.06 CHANGES IN THE APPROVED SITE PLAN**

Changes to the approved site plan shall be permitted only under the following circumstances:

- A. The holder of an approved site plan shall notify the Zoning Administrator of any proposed change to an approved site plan.
- B. Minor changes may be approved by the Zoning Administrator upon determining that the proposed revision(s) will not alter the basic design nor any specified conditions imposed as part of the original approval. Minor changes shall include the following: