

**OFFICIAL PROCEEDINGS
OF THE
PLANNING COMMISSION-CITIZEN ADVISORY COMMITTEE
CITY OF LOWELL, MICHIGAN
FOR THE REGULAR MEETING OF
MONDAY, AUGUST 14, 2017, AT 7:00 P.M.**

1. **CALL TO ORDER: PLEDGE OF ALLEGIANCE, ROLL CALL.**

The Meeting was called to order at 7:03 p.m. by Chair Barker.

Present: Commissioners Marty Chambers, Jim Salzwedel, James Zandstra, and Chair Barker.

Absent: Commissioners David Cadwallader, John Gerard, and Alan Teelander.

Also Present: City Clerk Susan Ullery, City Manager Mike Burns and Williams and Works Planner Nathaniel Mehmed.

2. **APPROVAL OF AGENDA.**

It was suggested by Zandstra to move "New Business" (a) Site Plan Review- Michigan Soft Water of Western Michigan in front of "Old Business".

IT WAS MOVED BY CHAMBERS and seconded by SALZWEDEL to approve the agenda as written.

YES: 4. NO: 0. ABSENT: 3. MOTION CARRIED.

3. **APPROVAL OF THE MINUTES OF THE PREVIOUS MEETING.**

IT WAS MOVED BY ZANDSTRA and seconded by SALZWEDEL that the minutes of the June 12, 2017 regular meeting be approved as written.

YES: 4. NO: 0. ABSENT: 3. MOTION CARRIED.

4. **PUBLIC COMMENTS AND COMMUNICATIONS CONCERNING ITEMS NOT ON THE AGENDA.**

No public comments.

5. **NEW BUSINESS.**

a. Site Plan Review - Michigan Soft Water of Western Michigan.

Mike Schuchaskie, on behalf of Michigan Soft Water of Western Michigan, submitted an application for site plan review for an addition to the existing building on the subject property located at 1301 Bowes Road.

IT WAS MOVED BY CHAMBERS and seconded by SALZWEDEL to approve the site plan with the following recommendations.

1. No demolition or earthwork shall be undertaken on the site until a building permit has been issued consistent with this site plan approval.

2. Prior to issuance of any City permits, the applicant shall have paid all application, permit, and reimbursement escrow and other fees related to the request.
3. The applicant shall maintain all required stated, federal and local permits and approvals.
4. The applicant shall submit additional information detailing site drainage for both existing and proposed impervious surfaces to ensure that stormwater is not flowing on to adjacent properties.
5. The applicant shall comply with the stipulations of the City Fire Department and any other applicable emergency personnel regarding emergency access to the site.
6. The applicant shall submit details related to the type of light fixture for review by the City Zoning Enforcement Officer.
7. The applicant shall provide a sidewalk connection to the main entrance of the building.

YES: 4. NO: 0. ABSENT: 3. MOTION CARRIED.

6. **OLD BUSINESS.**

a. Public Hearing - Zoning Ordinance Revisions – Chapter 4 and Chapter 17.

Chair Barker opened the Public Hearing for Zoning Ordinance Revisions of Chapter 4 and Chapter 17. He explained the Commission is attempting to upgrade the Zoning Ordinance, several Chapters at a time and to upgrade it so it meets the State standards and laws.

Williams and Works Planner Andy Moore advised the Ordinance will be updated and passed onto the City Attorney for review.

IT WAS MOVED BY SALZWEDEL and seconded by CHAMBERS to recommend to the City Council that the revisions in Chapters 4 and 17 be approved.

YES: 4. NO: 0. ABSENT: 3. MOTION CARRIED.

7. **NEW BUSINESS**

a. Master Plan Review - Further Discussion.

Williams and Works Planner Andy Moore and the Commission continued further review of the Master Plan. Ideas in reference to river transportation, buses and bike trails and entrance signs were discussed.

Jim Hodges of 422 North Jefferson stated the Parks and Recreation Commission have been brainstorming what to do with the fairground property when the fair moves to their new property. He also advised that the City participates with Hope Network who supplies transportation for those in need.

Moore then discussed Chapter 4, “Future Land Use” and possible changes. He went on to discuss the “Implementations” chapter and listed things that the City has accomplished through the Master Plan.

Chair Barker suggested updating the new census numbers.

Moore explained Master Plan does not have to be approved by any higher power. The requirement is there so that communities are consistently reviewing and consulting the Plan. He went on to state if

there are no changes to the Master Plan, the Commission should implement a resolution to demonstrate you are continuing to review.

8. **STAFF REPORT**

City Clerk Susan Ullery stated a joint Planning Commission meeting with Vergennes and Lowell Townships will be held October 23rd at Lowell Township Hall.

9. **COMMISSIONERS REMARKS**

James Zandstra stated this was his last meeting because he is moving out of the Lowell area.

Chair Barker thanked Zandstra for all his work and congratulated him on his new home.

Commissioner Chambers thanked Zandstra for being on the board. He has enjoyed working with him.

IT WAS MOVED BY CHAMBERS and seconded by ZANDSTRA to adjourn at 8:28 p.m.

DATE:

APPROVED:

Bruce Barker, Chair

Susan S. Ullery, City Clerk