

**OFFICIAL PROCEEDINGS
OF THE
PLANNING COMMISSION-CITIZEN ADVISORY COMMITTEE
CITY OF LOWELL, MICHIGAN
FOR THE REGULAR MEETING OF
MONDAY, SEPTEMBER 12, 2016, AT 7:00 P.M.**

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

The Meeting was called to order at 7:00 p.m. by City Clerk Susan Ullery and the Pledge of Allegiance was recited.

Present: Commissioners Marty Chambers, Dave Cadwallader, Bruce Barker, Alan Teelander and Chair Zandstra
Absent: Commissioners Gerard and Salzwedel
Also Present: City Clerk Susan Ullery and Andy Moore from Williams & Works

2. **APPROVAL OF ABSENCES.**

IT WAS MOVED BY CADWALLADER and seconded by TEELANDER to approve the absences of Commissioners Gerard and Salzwedel.

YES: 5. NO: 0. ABSENT: 2. MOTION CARRIED.

3. **APPROVAL OF AGENDA.**

IT WAS MOVED BY BARKER and seconded by CADWALLADER to move "New Business" in front of "Old Business".

YES: 5. NO: 0. ABSENT: 2. MOTION CARRIED.

IT WAS MOVED BY TEELANDER and seconded by CADWALLADER to approve the agenda as amended.

YES: 5. NO: 0. ABSENT: 2. MOTION CARRIED.

4. **APPROVAL OF THE MINUTES OF THE REGULAR MEETING OF AUGUST 8, 2016.**

IT WAS MOVED BY CADWALLADER and seconded by BARKER that the minutes of the August 8, 2016 meeting be approved as written.

YES: 5. NO: 0. ABSENT: 2. MOTION CARRIED.

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

No comments were received.

6. **NEW BUSINESS.**

- a. Site Plan Review – Jeff Wilterink – 306 E. Main Street. A site plan was submitted by Dan Vos Construction for the expansion of a building owned by Lowell Granite, located on 120 and 128 S. Monroe. The applicant is requesting site plan approval for a 3,200 square foot addition to an existing 1-story building. The existing one-story building is located on 120 S. Monroe and would be expanded onto 128 S. Monroe. Both 120 and 128 S. Monroe, along with the property directly to the north at 306 E. Main, are all owned by the applicant, Lowell Granite.

The Planning Commission discussed the details of the site plan.

IT WAS MOVED BY BARKER and seconded by CHAMBERS to approve the site plan with the following conditions:

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, reimbursable escrow, and other fees related to the request.
3. The applicant shall comply with additional requirements from the City's Department of Public Works and/or City Engineer. In addition the applicant will work with the City and DDA regarding the installation of a concrete sidewalk along Kent and a crosswalk across S. Monroe.
4. Any other conditions deemed necessary by the Planning Commission.

YES: 5. NO: 0. ABSENT: 2. MOTION CARRIED.

8. **OLD BUSINESS.**

Andy Moore with Williams and Works reviewed the recommended changes of Chapter 4 within the Zoning Ordinance.

The idea of allowing granny flats was discussed. Moore stated he would provide additional information on this at the next meeting. Allowing chickens was also brought up as well as rooftop patios.

City Manager Burns brought up the idea of creating a Planned Unit Development District.

9. **STAFF REPORT.**

The staff report was presented to the Commission.

10. **COMMISSIONERS COMMENTS.**

No comments were provided.

IT WAS MOVED BY CADWALLADER and seconded by BARKER to adjourn at 8:27 p.m.

DATE:

APPROVED:

James Zandstra, Chair

Susan S. Ullery, City Clerk

DRAFT