

**OFFICIAL PROCEEDINGS
OF THE
PLANNING-CITIZEN ADVISORY COMMISSION
CITY OF LOWELL, MICHIGAN**

For the Regular Meeting of the Planning-Citizen Advisory Commission January 28, 2008 at 7 p.m.

The Meeting was called to order at 7:00 p.m. by Chair LaPonsie and the Clerk called the Roll.

Present: Commissioners Berry, Dimmick, Doyle, Hodges, Jahnke (arrived at 7:07 p.m.) and Chair LaPonsie.

Absent: Commissioner Noall.

Also Present: City Manager David Pasquale, City Clerk Betty Morlock, DPW Director Dan DesJarden, Mayor Jeanne Shores, Building Inspector Doug Hopkins and Lowell Light and Power Boardmember Jim Hall.

IT WAS MOVED BY BERRY and seconded by DIMMICK to excuse the absences of Commissioners Jahnke and Noall.

YEA: 5. NAY: 0. ABSENT: 2. MOTION CARRIED.

IT WAS MOVED BY BERRY and seconded by DIMMICK to elect Maryalene LaPonsie as Chair of the Planning Commission.

YEA: 5. NAY: 0. ABSENT: 2. MOTION CARRIED.

IT WAS MOVED BY BERRY and seconded by HODGES to elect Clark Jahnke as Vice Chair of the Planning Commission.

YEA: 5. NAY: 0. ABSENT: 2. MOTION CARRIED.

Chair LaPonsie presented a plaque to Jim Hall for service on the Planning Commission.

IT WAS MOVED BY DIMMICK and seconded by BERRY to approve the minutes for the regular meeting of November 26, 2007 as written.

YEA: 5. NAY: 0. ABSENT: 2. MOTION CARRIED.

Item #1. **APPROVAL OF AGENDA.**

IT WAS MOVED BY HODGES and seconded by BERRY to approve the agenda as written.

YEA: 5. NAY: 0. ABSENT: 2. MOTION CARRIED.

Item #2. **PUBLIC HEARING.**

- A. Temporary signs ordinance amendment - consider setting public hearing (2/25). At the December 10, 2007 work session, the Commission had the opportunity to review the proposed temporary signs ordinance amendment.

The changes provided the display of temporary signs in the C-1, C-2, C-3 and Public Facilities District and are limited to 60 days within a calendar year, while other districts would have a maximum of 21 days.

IT WAS MOVED BY JAHNKE and seconded by BERRY to set a public hearing for February 25, 2008 regarding the temporary signs ordinance amendment.

YEA: 6. NAY: 0. ABSENT: 1. MOTION CARRIED.

Item #3. **NEW BUSINESS**

- A. SITE PLAN REVIEW – None.
- B. VARIANCES – RECOMMENDATIONS TO THE ZONING BOARD OF APPEALS – None.

Item #4. **ANY OTHER BUSINESS/ON GOING BUSINESS.**

- A. Joint signage ordinance with Lowell Township - update. Commissioner Berry presented information regarding the difference between the City of Lowell and Lowell Township's ordinance. The ordinance from the township has more definitions.

Berry met with Lowell Township Supervisor Paula Blumm and explained the desire to develop a common corridor on M21. Blumm mentioned the possibility of also incorporating lighting and setbacks.

Berry indicated he has not spoken with Vergennes Township at this point.

Chair LaPonise inquired regarding the issue of extending the time limit of temporary signs as within the City limits from 21 to 60 days. Berry explained the City is in the process of changing this and it will be noted.

LaPonsie suggested a general discussion be held prior to seeking advice regarding how the plan can be implemented. Commissioner Jahnke agreed. The Commission should get the clutter out and then develop a committee between a few City Planning Commission members and Township Planning Commission members with a report provided afterwards.

Commissioner Hodges questioned if Building Inspector Doug Hopkins could provide any type of consultation. Hopkins responded IMS simply enforces the ordinance.

Jahnke volunteered to serve on the sub committee board with Berry and Lowell Township.

- B. Joint Planning Commission meetings with the townships - update. Chair LaPonsie contacted Lowell Township and emailed Vergennes Township regarding the issue of quarterly meetings.
- C. Off Street Parking Lighting Section of the Zoning Ordinance - review. Commissioner Jahnke stated Jerry Persha will be present during the February 25, 2008 Planning Commission meeting to explain the Lighting Ordinance. Persha worked diligently in the development of the Lighting Ordinance for Lowell Township.

There is also concern regarding the lighting issue at the Veen Observatory.

- D. Proposed text changes in residential zoning districts. Chair LaPonsie commented on the Master Plan which refers to zoning districts as Single Family One, Single Family Two and Multiple Family Residential. Currently, these districts are referred to R1, R2 and R3. She questioned if it should be Single Family 1 (R1), Single Family 2 (R2), etc. Commissioner Jahnke believed it would be good to keep the simple short designations for use in charts and graphs.

Building Inspector Doug Hopkins questioned why the Commission wanted to make the designation changes. LaPonsie explained the Master Plan does not refer to R1, R2, or SR. Hopkins suggested changing the description in the Master Plan only. Therefore, the maps do not need to be changed.

Commissioner Hodges stated he liked the idea of adjusting the interpretation of the Master Plan itself. LaPonsie noted the Master Plan has already been adopted.

Jahnke stated he was more inclined to change the verbiage in the ordinance to the text already placed in the Master Plan. LaPonsie questioned if the verbiage could be added as a definition.

LaPonsie explained the Commission wishes to add the verbiage from the Master Plan into the ordinance as definitions for R1, R2 and R3. Pasquale confirmed the Commission wanted to add the SR Suburban Residential to include within its definition (low density – single family). Jahnke suggested replacing Suburban Residential to SR low density – single family. LaPonsie wanted coordination between the Master Plan and Ordinance. LaPonsie stated she wanted the names inserted as part of the definition for these districts. Pasquale confirmed the Commission wanted, low density single family, single family one, single family two and multiple family residential as noted in the Master Plan.

- E. Civil Infractions Ordinance. City Manager Pasquale was hopeful to have the issue presented during the February meeting.

Item #5. **BUILDING INSPECTOR'S REPORT.** Building Inspector Doug Hopkins referred to the issue of working with Lowell Township regarding the sign ordinance. He researched other communities who share common ordinances. Very few even pretend to work together.

Item #6. **PUBLIC COMMENTS.** No comments were received.

Item #7. **COMMISSIONERS COMMENTS.** Commissioner Hodges noted "Coffee with the Council" is held the first Saturday of each month at the Chamber of Commerce office from 8 a.m. to 10 a.m.

Commissioner Doyle felt like she has missed some education regarding lighting issues.

IT WAS MOVED BY JAHNKE to adjourn at 7:53 p.m.

DATE:

APPROVED:

Maryalene LaPonsie, Chairman

Betty R. Morlock, City Clerk