



301 East Main Street
Lowell, Michigan 49331
Phone (616) 897-8457
Fax (616) 897-4085

CITY OF LOWELL
CITY COUNCIL AGENDA
TUESDAY, FEBRUARY 20, 2018, 7:00 P.M.

1. CALL TO ORDER; PLEDGE OF ALLEGIANCE; ROLL CALL

2. CONSENT AGENDA

- Approval of the Agenda.
- Approve and place on file the minutes of the February 5, 2018 Committee of the Whole meeting.
- Approve and place on file the regular minutes of the February 5, 2018 City Council meeting.
- Authorize payment of invoices in the amount of \$195,600.30.

3. CITIZEN COMMENTS FOR ITEMS NOT ON THE AGENDA

IF YOU WISH TO ADDRESS AN AGENDA ITEM, PUBLIC COMMENT FOR EACH ITEM WILL OCCUR AFTER THE INITIAL INFORMATION IS SHARED ON THE MATTER AND INITIAL DELIBERATIONS BY THE PUBLIC BODY. PUBLIC COMMENT WILL OCCUR BEFORE A VOTE ON THE AGENDA ITEM OCCURS.

4. OLD BUSINESS

- a. Ordinances 18-01 and 18-02 - Zoning Ordinance Text Amendments – Tabled from previous meeting.
- b. Public Hearing Resolution 06-18 - Parks and Recreation – 5 Year Plan
- c. Revenue Generating Options for Infrastructure.

5. NEW BUSINESS

- a. Regulator Station Easement for Consumer Energy
- b. Temporary Working Agreement for Consumers Energy
- c. LARA Trail – Stoney Lakeside Park

6. BOARD/COMMISSION REPORTS

7. MONTHLY REPORTS

8. MANAGER'S REPORT

9. APPOINTMENTS

10. COUNCIL COMMENTS

11. ADJOURNMENT

NOTE: Any person who wishes to speak on an item included on the printed meeting agenda may do so. Speakers will be recognized by the Chair, at which time they will be allowed five (5) minutes maximum to address the Council. A speaker representing a subdivision association or group will be allowed ten (10) minutes to address the Council.



301 East Main Street
Lowell, Michigan 49331
Phone (616) 897-8457
Fax (616) 897-4085
www.ci.lowell.mi.us

MEMORANDUM

TO: Lowell City Council

FROM: Michael Burns, City Manager

RE: Council Agenda for Tuesday, February 20, 2018

1. CALL TO ORDER; PLEDGE OF ALLEGIANCE; ROLL CALL
2. CONSENT AGENDA

- Approval of the Agenda.
- Approve and place on file the minutes of the February 5, 2018 Committee of the Whole meeting.
- Approve and place on file the regular minutes of the February 5, 2018 City Council meeting.
- Authorize payment of invoices in the amount of \$195,600.30.

3. CITIZEN DISCUSSION FOR ITEMS NOT ON THE AGENDA

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4. OLD BUSINESS

- a. Ordinances 18-01 and 18-02 - Zoning Ordinance Text Amendments – Tabled from previous meeting. Memo is provided by City Clerk Susan Ullery.

Recommended Motion: That the City Council approve Ordinances 18-01 and 18-02.

- b. Public Hearing Resolution 06-18 – Parks and Recreation – 5 Year Plan. Memo is provided from Assistant City Manager Rich LaBombard.

Recommended Motion: The City Council approve Resolution 06-18 to adopt the Recreation Master Plan for the period of 2018 through 2022 following the public hearing if there are no objections.

- c. Revenue Generating Options for Infrastructure. Memo will be provided by City Manager Mike Burns at the meeting.

5. NEW BUSINESS

- a. Regulator Station Easement for Consumers Energy. Memo is provided by Lowell L&P General Manager Steve Donkersloot.

Recommended Motion: The City Council approve this easement with Consumers Energy for a natural gas regulator station.

- b. Temporary Working Agreement for Consumers Energy. Memo is provided from Lowell L&P General Manager Steve Donkersloot.

Recommended Motion: Assuming the easement with Consumers Energy was approved, it is my recommendation that the City Council approve the TWA with Consumers Energy.

- c. LARA Trail – Stoney Lakeside Park. Memo is provided by City Manager Mike Burns

Recommended Motion: That the City Council accept the request of the LARA board and allow for the trail to go through Stoney Lakeside Park.

- 6. BOARD/COMMISSION REPORTS
- 7. MONTHLY REPORTS
- 8. MANAGER'S REPORT
- 9. APPOINTMENTS
- 10. COUNCIL COMMENTS
- 11. ADJOURNMENT

**PROCEEDINGS
OF
THE COMMITTEE OF THE WHOLE
OF THE
CITY OF LOWELL
MONDAY, FEBRUARY 5, 2018, 5:30 P.M.**

1. CALL TO ORDER; PLEDGE OF ALLEGIANCE; ROLL CALL.

The Meeting was called to order at 5:30 p.m. by Mayor Mike DeVore and Deputy Clerk Theresa Mundt called roll.

Present: Mayor DeVore, Councilmembers Jim Salzwedel, and Marty Chambers.

Absent: Councilmembers Greg Canfield and Jeff Phillips.

Also Present: City Manager Mike Burns, Deputy Clerk Theresa Mundt, Police Chief Steve Bukala, DPW Director Rich LaBombard and City Treasurer Suzanne Olin.

2. EXCUSE OF ABSENCES

IT WAS MOVED BY SALZWEDEL and seconded by CHAMBERS to excuse the absences of Councilmembers Canfield and Phillips.

YES: Mayor DeVore, Councilmember Salzwedel, and Councilmember Chambers.

NO: None. ABSENT: 2. MOTION CARRIED.

3. APPROVAL OF THE AGENDA

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

YES: Councilmember Salzwedel, Councilmember Chambers, and Mayor DeVore

NO: None. ABSENT: 2. MOTION CARRIED.

4. CITIZEN COMMENTS FOR ITEMS NOT ON THE AGENDA.

There were no comments.

5. REVENUE GENERATING OPTIONS.

City Manager Mike Burns gave a power point presentation for Revenue Generating Options for infrastructure improvements in the City of Lowell.

Jim Hodges of 422 N. Jefferson spoke in reference to the options for Revenue Generating and thanked City Manager Burns for his presentation. Hodges commented that per City Charter, the City will have a Police Department. This is a good community and we're not going to have businesses come into the area without a Police Department. He agreed the City needs to look at additional revenue sources going forward.

Diane LaWarre of 681 Birchwood Court spoke against a City Income Tax as a Revenue Generating option and the disadvantages of it as well. LaWarre stated it would create income for the City, but the disadvantages are that our local businesses would be required to withhold City taxes, which would increase their expenses. LaWarre went on to state that our citizens, businesses outside the City, like Meijer, would

not be required to withhold City taxes, which would place the responsibility of asking the employer to do that on the citizen or it would give the citizen a very big surprise at tax time. LaWarre stated that our neighboring communities outnumber City residents more than double and they are using our resources and roads as much or more than we do and would not share in the responsibility unless they work in the City.

6. **COUNCIL COMMENTS.**

Councilmember Salzwedel said this is a subject of infrastructure and has been ongoing and unfortunately, he didn't think the City had another ten years to figure this out. Salzwedel stated that if we wait, the roads would be in must worse shape and the cost would be more.

Councilmember Chambers stated that for a long time, they kept passing the buck and they need to step up and get our infrastructure back to where it needs to be. This is a good town, he lives here, has a business here and he owns property here. Chambers stated that he would like to see this place shine like a new penny, but how would we pay for it, that's the big key.

Mayor DeVore stated that playing from behind is always harder and the fix is not going to be easy or painless. DeVore also thanked City Manager Burns for putting his presentation together and is excited to see what Councilmembers Canfield and Phillips will have to say.

7. **ADJOURNMENT.**

IT WAS MOVED BY SALZWEDEL and seconded by CHAMBERS to adjourn at 6:38 p.m.

YES: 3. NO: None. ABSENT: 2. MOTION CARRIED.

DATE:

APPROVED:

Mike DeVore, Mayor

Susan Ullery, City Clerk

**PROCEEDINGS
OF
CITY COUNCIL
OF THE
CITY OF LOWELL
TUESDAY, FEBRUARY 5, 2018, 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 Councilmember Mike DeVore and Deputy Clerk Theresa Mundt called roll.

Present: Councilmembers Greg Canfield, Mayor DeVore, Jim Salzwedel, Marty Chambers.

Absent: Councilmember Phillips.

Also Present: City Manager Michael Burns, DPW Director Rich LaBombard, Deputy City Clerk Theresa Mundt, and Police Chief Steve Bukala.

2. EXCUSE ABSENCES.

IT WAS MOVED BY SALZWEDEL and seconded by CANFIELD to excuse the absence of Councilmember Phillips.

YES: Mayor DeVore, Councilmember Salzwedel, Councilmember Chambers and Councilmember Canfield.

NO: None. ABSENT: 1(Phillips). MOTION CARRIED.

3. APPROVAL OF THE CONSENT AGENDA.

- Approval of the Agenda.
- Approve and place on file the regular minutes of the January 16, 2018 City Council meeting.
- Authorize payment of invoices in the amount of \$369,112.12.

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

YES: Councilmember Salzwedel, Councilmember Chambers, Councilmember Canfield, and Mayor DeVore.

NO: None. ABSENT: 1(Phillips). MOTION CARRIED.

4. CITIZEN COMMENTS FOR ITEMS NOT ON THE AGENDA.

Dave Austin of Williams and Works spoke on behalf of the Lowell Recreation Authority and reminded everyone that there is a recreation plan for the Recreation Authority available for public review. It is available at City Hall, Vergennes Township, Lowell Township, the library and it is also available on line at lowellareatrailway.org. Austin went on to say they would like as much public input as possible.

5. OLD BUSINESS.

a. Profession Services Agreement and Contracts.

At the January 2, 2018 City Council meeting, City Manager Michael Burns presented a number of City Agreements as requested for the City Council to review. The Council asked for more detailed cost information for our consultants we work with regularly. Burns requested that the Council vote on a direction for this if they wish to bid out services.

Councilmember Canfield asked about Cascade Inspection Services. Burns explained this is very little cost to the City and added they provide the City with a portion of the fees that are collected. Burns noted their contract expires later this year.

Councilmember Chambers asked if Burns could provide a list of other companies who provide inspection services. Burns responded he could have a couple members of the staff as well as councilmembers review this and together provide a reputation.

By general consensus, the Council agreed to put a task force together for inspection services and bring it back to the next meeting.

b. Ordinance 18-01 and 18-02 –Zoning Ordinance Text Amendments – Tabled from previous meeting.

The City Council reviewed the attached zoning ordinance amendments providing updates to Chapter 22-Administration and Enforcement and draft language to regulate short-term rentals as a special land use in the City. Both amendments were recommended for approval by the Planning Commission at their January 8, 2018 meeting.

After review, there was a consensus by the Council to table the amendments in order to review a red lined copy of the previous ordinance showing the changes. Please note, there is no red lined copy for Ordinance 18-02, as this is entirely new language.

The recommendation is the City Council approve Ordinance 18-01 and 18-02.

Councilmember Canfield advised he came in this week to put up a wall in the basement and he was told he needed a site plan. Canfield commented that the wording needs to be changed for only outside work and no site plan is needed to put a wall up in a basement.

City Manager Burns advised he would talk to Andy Moore to clarify this and get back with the Council.

IT WAS MOVED BY CHAMBERS and seconded by CANFIELD to table Ordinance 18-01 and 18-02 and vote on them at the next Council meeting.

YES: Councilmember Chambers, Councilmember Canfield, Mayor DeVore, and Councilmember Salzwedel.

NO: None.

ABSENT:

1 (Phillips).

MOTION CARRIED.

6. NEW BUSINESS.

a. Broadway Bid.

Director of Public Works Rich LaBombard stated that on February 1, 2018, bids were received for the S. Broadway Utility and Street Improvements Project.

While Montgomery Excavating of Ionia is the low bidder, the city is inclined to accept the second low bid from Kamminga and Roodvoets due to the quality of their work on the 2017 lift station project and their familiarity with the project overall. Prein and Newhof engineers support this recommendation as well.

The S. Broadway Utility and Street Improvement project will include utility replacement on Broadway Street from Main Street to Bowes with coordinating utility work on Ottawa Street. In addition, work will include the resurfacing of S. Broadway, Bowes and Ottawa Streets with select curb and gutter replacement, limited sidewalk replacement and S. Broadway parking lot improvements. The contractor anticipates an early March start—weather dependent.

The recommendation is for the City Council to accept Kamminga & Roodvoets' bid of \$1,269,000.00 for the S. Broadway Utility and Street Improvement Project.

Brian Vilmont of Prein and Newhof spoke in reference to accepting Kamminga & Roodvoets bid even though it was not the low bid.

IT WAS MOVED BY CHAMBERS and seconded by CANFIELD to accept Kamminga and Roodvoets bid of \$1,269,000.00 for the S. Broadway Utility and Street Improvement Project.

YES: Mayor DeVore, Councilmember Salzwedel, Councilmember Chambers, and Councilmember Canfield.

NO: None. ABSENT: 1(Phillips). MOTION CARRIED.

b. Parks and Recreation – Five Year Plan.

Over the past year, the Parks and Recreation Board have been engaged in updating the City's Recreation Master Plan, which describes pertinent features, recreation facilities, policies and desired implementation to improve recreational offerings in the community for the period between 2018 through 2022.

Updating the Recreation Master Plan involved surveying the community, visiting each park and reviewing the recreation amenities, discussing community needs, developing a draft plan and made the plan available for a 30-day public review period. In addition, the Parks and Recreation Board approved a recommendation to adopt the plan at the January 2018 meeting.

The council packet contains a copy of the draft Recreation Master Plan and a public notice will be published in the Lowell Ledger seven days prior to the February 20, 2018 City Council meeting. The public notice will announce a planned public hearing that will be held that evening for the final step of the process to recommend adoption of a resolution approving the Recreation Master Plan for 2018 through 2022.

No Council action needed at this time.

c. Lowell Historical Museum Presentation.

Executive Director of the Lowell Historical Museum Lisa Plank gave a presentation and submitted pictures as to new activities they have been implementing at the museum during the year.

d. Windquest – Alex Wilson.

The City Airport is working with Alex Wilson, a 16 year old junior at Lowell High School on an interesting initiative. Boeing Airlines is sponsoring a contest to develop personalized aircraft. Alex has partnered with some influential people to pursuing this matter in the Lowell Airport.

Alex Wilson then spoke in reference to his experience and how they are looking to get more people involved. Alex stated that they decided to take on partners and they are starting to develop a team of high level, highly motivated researchers and developers who are basically going to create the next generation of flying technology in this area.

e. Sidewalk Ordinance.

City Manager Mike Burns stated he would like to engage the City Council on the discussion of sidewalk management in the City. With the recent LCTV grant modification approved, city administration recognized that our ordinance currently is not being enforced. This matter was addressed prior to the arrival of Rich LaBombard and Mike Burns. There has been a disagreement about enforcing the ordinance as it pertains to sales of homes in the City.

Administration would like to know the direction the Council would like to take with our current ordinance. One thing to remember is we put the onus of sidewalk replacement on the property owner in the ordinance.

Chief of Police Steve Bukala gave a brief description of the rating on the sidewalks and the replacement decisions.

There was further discussion on sidewalks and the need for enforcement.

There was a consensus of the Council for administration is to come up with a plan to bring back to the Council for sidewalk replacement.

f. MDOT Traffic Study – Resolution 05-18.

Chief Bukala stated that a few weeks ago, he, the City Manager, and Public Works Director met with members from the Michigan Department of Transportation (MDOT) to discuss the Main Street crosswalk as well as a speed study that MDOT would like to conduct.

The last traffic study by MDOT on Main Street was conducted in 1989 and the City is long overdue for a traffic study. MDOT is requesting a Council Resolution to conduct a speed/traffic study on Main Street with Council's approval.

IT WAS MOVED BY SALZWEDEL and seconded by CHAMBERS to approve and pass Resolution 05-18 to conduct a traffic study on Main Street.

YES: Councilmember Salzwedel, Councilmember Chambers, Councilmember Canfield, and Mayor DeVore.

NO: None. ABSENT: 1(Phillips). MOTION CARRIED.

g. LOOK Fund – Designation to GR Foundation.

City Manager Burns advised that at the November 8, 2017 Look Community Foundation meeting, the board reviewed their investment strategy. They have diversified accounts, however, not necessarily a long term strategy. It was discussed to place approximately \$300,000 of their funds into an account with the Grand Rapids Community Foundation. This was done to have a well invested strategy for this fund and allow for an endowment to be carried on. They were also in the accounts we have currently.

Burns advised that he was able to research this in greater detail and it is correct that once we transfer those funds, we can never get the amount back in full on a single request. The funds would be endowed. He also learned that we would not need board action from GRCF regarding actions made by the Look Foundation Board. Once this was learned, he was satisfied with the recommendations of the Look Foundation Board.

IT WAS MOVED BY CANFIELD and seconded by CHAMBERS to approve the recommendation of the Look Community Foundation Board and allow for the \$300,000 transfer of investment funds to the Grand Rapids Community Foundation.

YES: Councilmember Chambers, Councilmember Canfield, Mayor DeVore, and Councilmember Salzwedel.

NO: None. ABSENT: 1(Phillips). MOTION CARRIED.

h. Approval of the FY19 Budget Calendar.

City Manager Burns advised they are beginning to prepare for the upcoming Fiscal Year 2019 Budget. As City Manager, his responsibility in the City Charter is to provide the Council with a balanced budget and he will ensure this by the third Monday in April as the City Charter requires him to.

Burns provided a schedule of dates the Council should be made aware of as it pertains to the Fiscal Year 2019 Budget.

The City Council can make any changes as they see fit. The City Manager will look into any budgetary items they wish for him to consider.

IT WAS MOVED BY SALZWEDEL and seconded by CHAMBERS to approve the budget schedule as presented.

YES: Councilmember Chambers, Councilmember Canfield, Mayor DeVore, and Councilmember Salzwedel.

NO: None. ABSENT: 1(Phillips). MOTION CARRIED.

7. **BOARD/COMMISSION REPORTS.**

Councilmember Salzwedel commented the LCTV Board will have the applications on February 16, 2018 to view and they will meet on February 28, 2018 to see where it goes.

Councilmember Canfield advised that both the Lowell Area Recreation Authority and Parks and Recreation Commission have their plans ready for review and they are looking for public input, which would also allow them to get grants for the trails and things. Canfield went on to state that these plans are available at City Hall, the library and at both Townships.

Councilmember Chambers advised that Lowell Light and Power will meet on Thursday, February 8, 2018 and the Planning Commission will meet on Monday, February 12, 2018.

Mayor DeVore advised the next Fire Authority meeting will be on Monday, February 12, 2018.

8. **MANAGER'S REPORT.**

City Manager Mike Burns reported on the following:

- PFAS Testing for the water supply.
- Met with members from MDOT in reference to a crosswalk to allow pedestrians to cross at the Showboat. In regards to a left-hand turn lane, MDOT did not believe there was enough traffic, but they were open to consideration.
- Lew Bender will be here on March 7, 2018 at the Fire Station.
- Rich LaBombard spoke in reference to Bowes Road being closed for a few days.
- Dan Burden will be here to conduct a walkability study on May 15, 2018.
- Thanked the Council and Rich LaBombard for taking over for him while he was gone.
- Promotion of Department of Public Works Director Rich LaBombard to Assistant City Manager.
-

9. **APPOINTMENTS.**

Kelly Breimayer was appointed to the City Planning Commission, but cannot start until May when she has resided in the City limits for one year.

Anthony Ellis was also appointed to the City Planning Commission starting at the February 12th meeting.

10. **COUNCIL COMMENTS.**

Councilmember Salzwedel had no comments.

Councilmember Canfield had no comments.

Councilmember Chambers had no comments.

Mayor DeVore had no comments.

11. ADJOURNMENT.

IT WAS MOVED BY SALZWEDEL and seconded by CANFIELD to adjourn at 8:20 p.m.

YES: 4. NO: NONE. ABSENT: 1(Phillips). MOTION CARRIED.

DATE:

APPROVED:

Mike DeVore, Mayor

Susan Ullery, City Clerk

**CITY OF LOWELL
KENT COUNTY, MICHIGAN**

RESOLUTION NO. 05-18

Councilmember SALZWEDEL, supported by Councilmember CHAMBERS, moved the adoption of the following:

WHEREAS, the traffic on Main Street from Jackson to Hudson has steadily increased over the past 10 years due to the development and growth of the City of Lowell and

WHEREAS, this development has increased the number of access points to the state trunk line resulting in an increase in traffic congestion and the volume of turning traffic along the corridor, and

NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS, the Lowell City Council is formally requesting the Michigan Department of Transportation (MDOT) conduct a speed study on Main Street from Hudson to Jackson. It is understood MDOT in cooperation with the Michigan State Police (MSP) will use engineering data gathered in the speed study to make a decision which could raise, lower, or maintain the current speed limit. It is further understood City of Lowell will abide by the decision made by MDOT and MSP as a result of this speed study.

YES: Councilmembers Salzwedel, Chambers, Canfield and Mayor DeVore.

NO: Councilmembers None

ABSTAIN: Councilmembers Phillips

ABSENT: Councilmembers None

RESOLUTION DECLARED ADOPTED.

Dated: February 5, 2018



Susan Ullery
City Clerk

CERTIFICATION

I hereby certify that the foregoing is a true and complete copy of a resolution adopted by the City Council at a regular meeting held on February 5, 2018, and that public notice of said meeting was given pursuant to, and in compliance with, Act 267 of the Public Acts of Michigan of 1976, as amended.

Dated: February 5, 2018



Susan Ullery
City Clerk

02/15/2018 03:57 PM
User: LORI
DB: Lowell

INVOICE APPROVAL BY INVOICE REPORT FOR CITY OF LOWELL
EXP CHECK RUN DATES 02/05/2018 - 02/15/2018
BOTH JOURNALIZED AND UNJOURNALIZED
PAID

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| Vendor Code | Vendor Name | Invoice | Description | Amount |
|--|-----------------------------------|----------------|---|-----------|
| 02035 | DIGITAL OFFICE MACHINES, INC. | 17864 | LPD COPY MACHINE CONTRACT | 52.03 |
| TOTAL FOR: DIGITAL OFFICE MACHINES, INC. | | | | 52.03 |
| 10536 | FANDANGLED CUSTOM APPAREL & GIFTS | 1457 | AWARD OF EXCELLENCE - SPRENGER | 18.00 |
| TOTAL FOR: FANDANGLED CUSTOM APPAREL & GIFTS | | | | 18.00 |
| 02218 | FLEX ADMINISTRATORS, INC. | 993091 | JANUARY 2018 ADMIN FEE | 50.00 |
| TOTAL FOR: FLEX ADMINISTRATORS, INC. | | | | 50.00 |
| 02478 | GIVE EM A BRAKE SAFETY | 54757 | WTP SIGN RENTALS | 2,224.69 |
| TOTAL FOR: GIVE EM A BRAKE SAFETY | | | | 2,224.69 |
| 10540 | GRAND EQUIPMENT | E01650 | 62' GRASS KING MOWER | 18,328.50 |
| TOTAL FOR: GRAND EQUIPMENT | | | | 18,328.50 |
| 00225 | GRAND RAPIDS COMMUNITY COLLEGE | 1/16 - 1/31/18 | TAX DISBURSEMENT | 346.93 |
| TOTAL FOR: GRAND RAPIDS COMMUNITY COLLEGE | | | | 346.93 |
| 01508 | GTW | 1/31/2018 | STATEMENT OF ACCOUNT | 27.51 |
| TOTAL FOR: GTW | | | | 27.51 |
| 00248 | HOOPER PRINTING | 53584 | POLICE ENVELOPES | 214.00 |
| TOTAL FOR: HOOPER PRINTING | | | | 214.00 |
| 02463 | HYDROCORP | 0045594-IN | CROSS CONNECTON DEC 2017 | 937.00 |
| | | 0045955-IN | CROSS CONNECTION JAN 2018 | 937.00 |
| TOTAL FOR: HYDROCORP | | | | 1,874.00 |
| 10338 | I2 INTEGRATION | 32460 | CL SUPPORT | 180.00 |
| TOTAL FOR: I2 INTEGRATION | | | | 180.00 |
| 02567 | IMPACT - A WESLEYAN CHURCH | 2/15/2018 | REPLACEMENT CK - CREEKSIDE PARK DEPOSIT | 50.00 |
| TOTAL FOR: IMPACT - A WESLEYAN CHURCH | | | | 50.00 |
| 10726 | J&K CATERING | 0002 | CONSULT & RESEARCH FOR SHOWBOAT | 1,188.20 |
| TOTAL FOR: J&K CATERING | | | | 1,188.20 |

02/15/2018 03:57 PM
User: LORI
DB: Lowell

INVOICE APPROVAL BY INVOICEREPORT FOR CITY OF LOWELL
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BOTH JOURNALIZED AND UNJOURNALIZED
PAID

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| Vendor Code | Vendor Name | Description | Amount |
|---|--------------------------------|--------------------------------------|-----------|
| | Invoice | | |
| 00300 | KENT COUNTY TREASURER | | |
| | 1/16 - 1/31/2018 | TAX DISBURSEMENT | 13,167.08 |
| TOTAL FOR: KENT COUNTY TREASURER | | | 13,167.08 |
| 00303 | KENT DISTRICT LIBRARY | | |
| | 1/16 - 1/31/18 | TAX DISBURSEMENT | 7,199.13 |
| TOTAL FOR: KENT DISTRICT LIBRARY | | | 7,199.13 |
| 00302 | KENT INTERMEDIATE SCHOOL DIST. | | |
| | 1/16 - 1/31/18 | TAX DISBURSEMENT | 586.81 |
| TOTAL FOR: KENT INTERMEDIATE SCHOOL DIST. | | | 586.81 |
| 10658 | LAKE EFFECT SNOW REMOVAL | | |
| | 164 | AIRPORT SNOW REMOVAL | 850.00 |
| | 182 | AIRPORT SNOW REMOVAL 2/8 - 2/11/18 | 450.00 |
| TOTAL FOR: LAKE EFFECT SNOW REMOVAL | | | 1,300.00 |
| REFUND TAX | LEASECOMM CORP | | |
| | 02/13/2018 | 2017 Sum Tax Refund 41-50-72-004-012 | 4.06 |
| TOTAL FOR: LEASECOMM CORP | | | 4.06 |
| 00805 | LEE'S TRENCHING SERVICE, INC. | | |
| | 106554 | WTP WORK | 6,721.80 |
| TOTAL FOR: LEE'S TRENCHING SERVICE, INC. | | | 6,721.80 |
| 01219 | LGC HOLDINGS, LLC | | |
| | 8/23/2016 | ESCROW REFUND - ADDITION | 298.00 |
| TOTAL FOR: LGC HOLDINGS, LLC | | | 298.00 |
| 01374 | LOWELL AREA HISTORICAL MUSEUM | | |
| | 1/16 - 1/31/18 | TAX DISBURSEMENT | 30.11 |
| TOTAL FOR: LOWELL AREA HISTORICAL MUSEUM | | | 30.11 |
| 00562 | LOWELL AREA SCHOOLS | | |
| | 1/16 - 1/31/18 | TAX DISBURSEMENT | 78,435.32 |
| TOTAL FOR: LOWELL AREA SCHOOLS | | | 78,435.32 |
| 00330 | LOWELL LEDGER | | |
| | JAN 2018 | ACCOUNT STATEMENT | 665.67 |
| TOTAL FOR: LOWELL LEDGER | | | 665.67 |
| 00341 | LOWELL LIGHT & POWER | | |
| | 3078 | STREET LIGHT R & M | 1,410.92 |
| | JAN 2018 | ELECTRIC STATEMENTS | 18,917.97 |
| TOTAL FOR: LOWELL LIGHT & POWER | | | 20,328.89 |
| 10717 | MAIN STREET BBQ | | |
| | 2/5/2018 | COMMITTEE OF THE WHOLE - DINNER | 161.93 |
| TOTAL FOR: MAIN STREET BBQ | | | 161.93 |

02/15/2018 03:57 PM
User: LORI
DB: Lowell

INVOICE APPROVAL BY INVOICE REPORT FOR CITY OF LOWELL
EXP CHECK RUN DATES 02/05/2018 - 02/15/2018
BOTH JOURNALIZED AND UNJOURNALIZED
PAID

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| Vendor Code | Vendor Name | Description | Amount |
|---|------------------------------------|--------------------------------------|----------|
| | Invoice | | |
| RECYCLE | MCKAY, KENT | | |
| | 2/15/18 | REPLACEMENT CK - RECYCLE BIN DEPOSIT | 5.00 |
| TOTAL FOR: MCKAY, KENT | | | 5.00 |
| 10586 | MI ASSOC OF CHIEF OF POLICE | | |
| | 300002587 | MEMBERSHIP 2018 | 100.00 |
| TOTAL FOR: MI ASSOC OF CHIEF OF POLICE | | | 100.00 |
| 02582 | MICHIGAN MUNICIPAL LEAGUE | | |
| | 16814 | WEBSITE AD - DEPUTY CLERK | 121.40 |
| TOTAL FOR: MICHIGAN MUNICIPAL LEAGUE | | | 121.40 |
| 01794 | MUNDT, THERESA | | |
| | 2/3/2018 | SAM'S CLUB SUPPLIES | 88.14 |
| TOTAL FOR: MUNDT, THERESA | | | 88.14 |
| 01499 | NAPA AUTO PARTS | | |
| | JAN 2018 | ACCOUNT STATEMENT | 632.88 |
| TOTAL FOR: NAPA AUTO PARTS | | | 632.88 |
| REFUND TAX | NOWAK GRACE T | | |
| | 02/13/2018 | 2017 Win Tax Refund 41-20-02-204-009 | 0.89 |
| TOTAL FOR: NOWAK GRACE T | | | 0.89 |
| 01270 | PLUMMERS ENVIRONMENTAL SERVICE | | |
| | 1864187 | WTP - R & M | 375.00 |
| | 1864392 | PLEASANT ST R & M | 893.10 |
| TOTAL FOR: PLUMMERS ENVIRONMENTAL SERVICE | | | 1,268.10 |
| 00991 | POLLARDWATER | | |
| | 0089981 | WATER - GATE VLV | 673.76 |
| TOTAL FOR: POLLARDWATER | | | 673.76 |
| 00512 | PREIN & NEWHOF, INC. | | |
| | 42944 | WATER ASSET MGMT PLAN | 7,418.25 |
| | 43278 | WATER ASSET MGMT PLAN | 1,354.75 |
| | 43280 | REVIEW OF WWTP CAPACITY | 1,149.00 |
| TOTAL FOR: PREIN & NEWHOF, INC. | | | 9,922.00 |
| 02331 | PROGRESSIVE HEATING COOLING, CORP. | | |
| | 2014615 | MUSEUM PREVENTIVE MAINT | 180.00 |
| | 2014616 | LIBRARY PREVENTIVE MAINT | 508.50 |
| | 2014617 | CITY HALL PREVENTIVE MAINTENANCE | 417.00 |
| | 2014618 | DPW PREVENTIVE MAINT | 112.00 |
| TOTAL FOR: PROGRESSIVE HEATING COOLING, CORP. | | | 1,217.50 |
| 10130 | RASHID, JEFFREY | | |
| | JANUARY 2018 | ASSESSING OFFICE EXPENSES | 92.65 |
| TOTAL FOR: RASHID, JEFFREY | | | 92.65 |

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| Vendor Code | Vendor Name | Description | Amount |
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| | Invoice | | |
| 10336 | REYNOLDS & SONS | | |
| | 100163 | POLICE UNIFORMS | 191.13 |
| TOTAL FOR: REYNOLDS & SONS | | | 191.13 |
| 00556 | RYAN'S MODERN SEWER CLEANING INC, | | |
| | 118495 | WPT - TELEVISED BOWES | 380.00 |
| TOTAL FOR: RYAN'S MODERN SEWER CLEANING INC, | | | 380.00 |
| 02575 | SELF SERVE LUMBER | | |
| | JAN 2018 | ACCOUNT STATEMENT | 211.31 |
| TOTAL FOR: SELF SERVE LUMBER | | | 211.31 |
| 10341 | STATE OF MICHIGAN | | |
| | 551-504637 | SOR INVOICE | 30.00 |
| | 551-504948 | LIVE SCAN INVOICE | 210.00 |
| TOTAL FOR: STATE OF MICHIGAN | | | 240.00 |
| 10530 | STRATEGIC ACCOUNTING & TAX SOLUTION | | |
| | 6358 | DEC 2017 AUDIT WORK | 568.75 |
| TOTAL FOR: STRATEGIC ACCOUNTING & TAX SOLUTION | | | 568.75 |
| 10514 | SUPPLYGEEKS | | |
| | 540222-0 | OFFICE SUPPLIES | 430.49 |
| TOTAL FOR: SUPPLYGEEKS | | | 430.49 |
| 10543 | TRACTOR SUPPLY CREDIT PLAN | | |
| | JAN 2018 | ACCOUNT STATEMENT | 72.11 |
| TOTAL FOR: TRACTOR SUPPLY CREDIT PLAN | | | 72.11 |
| 02359 | USALCO | | |
| | 1259382 | WTP CHEMICALS | 7,538.24 |
| TOTAL FOR: USALCO | | | 7,538.24 |
| 10484 | VERGENNES BROADBAND | | |
| | 3521-20180214-1 | AIRPPORT INTERNET | 49.99 |
| TOTAL FOR: VERGENNES BROADBAND | | | 49.99 |
| 02277 | VERIZON WIRELESS | | |
| | 12/30/17 - 1/29/1 | ACCOUNT STATEMENT | 40.01 |
| TOTAL FOR: VERIZON WIRELESS | | | 40.01 |
| 10626 | VISA | | |
| | JAN 2018 | ACCOUNT STATEMENT | 2,726.36 |
| TOTAL FOR: VISA | | | 2,726.36 |
| RECYCLE | WELLS, GERALDINE | | |
| | 2/15/2018 | REPLACEMENT CK - RECYCLE BIN DEPOSIT | 10.00 |
| TOTAL FOR: WELLS, GERALDINE | | | 10.00 |

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| Vendor Code | Vendor Name | Description | Amount |
|----------------------------------|-----------------------|-----------------------|------------|
| | Invoice | | |
| 00692 | WILLIAMS & WORKS INC. | | |
| | 84171 | PROFESSIONAL SERVICES | 3,461.19 |
| TOTAL FOR: WILLIAMS & WORKS INC. | | | 3,461.19 |
| TOTAL - ALL VENDORS | | | 195,600.30 |

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| Fund 101 GENERAL FUND | | | | | |
| Dept 000 | | | | | |
| 101-000-085.000 | DUE FROM LIGHT & POWER | COMCAST CABLE | VOIP | 64.93 | 70767 |
| 101-000-085.000 | DUE FROM LIGHT & POWER | DICKINSON WRIGHT PLLC | LEGAL SERVICES | 66.50 | 70771 |
| 101-000-285.001 | DEPOSITS/RECYCLE CONTAINERS | MCKAY, KENT | REPLACEMENT CK - RECYCL | 5.00 | 70819 |
| 101-000-285.001 | DEPOSITS/RECYCLE CONTAINERS | WELLS, GERALDINE | REPLACEMENT CK - RECYCLE | 10.00 | 70841 |
| 101-000-285.004 | CREEKSIDE DEPOSIT | IMPACT - A WESLEYAN CHURCH | REPLACEMENT CK - CREEKSIDE | 50.00 | 70782 |
| Total For Dept 000 | | | | 196.43 | |
| Dept 101 COUNCIL | | | | | |
| 101-101-864.000 | CONFERENCES & CONVENTIONS | VISA | ACCOUNT STATEMENT | 480.00 | 70840 |
| 101-101-880.000 | COMMUNITY PROMOTION | MAIN STREET BBQ | COMMITTEE OF THE WHOLE - | 161.93 | 70760 |
| Total For Dept 101 COUNCIL | | | | 641.93 | |
| Dept 172 MANAGER | | | | | |
| 101-172-864.000 | CONFERENCES & CONVENTIONS | VISA | ACCOUNT STATEMENT | 305.00 | 70840 |
| 101-172-955.000 | MISCELLANEOUS EXPENSE | VISA | ACCOUNT STATEMENT | 862.00 | 70840 |
| 101-172-955.000 | MISCELLANEOUS EXPENSE | BURNS, MICHAEL | MOVING EXPENSES | 581.25 | 70761 |
| Total For Dept 172 MANAGER | | | | 1,748.25 | |
| Dept 209 ASSESSOR | | | | | |
| 101-209-802.000 | CONTRACTUAL | BS&A SOFTWARE | ASSESSING SERVICE THRU 2/ | 853.00 | 70765 |
| 101-209-860.000 | TRAVEL EXPENSES | RASHID, JEFFREY | ASSESSING OFFICE EXPENSES | 92.65 | 70829 |
| Total For Dept 209 ASSESSOR | | | | 945.65 | |
| Dept 210 ATTORNEY | | | | | |
| 101-210-801.000 | PROFESSIONAL SERVICES | DICKINSON WRIGHT PLLC | LEGAL SERVICES | 305.75 | 70771 |
| 101-210-801.000 | PROFESSIONAL SERVICES | DICKINSON WRIGHT PLLC | LEGAL SERVICES - FAIR AGA | 555.00 | 70771 |
| 101-210-801.000 | PROFESSIONAL SERVICES | DICKINSON WRIGHT PLLC | LEGAL SERVICES - FIRE STA | 55.50 | 70771 |
| 101-210-801.000 | PROFESSIONAL SERVICES | DICKINSON WRIGHT PLLC | LEGAL SERVICES - TAX ABATE | 55.50 | 70771 |
| 101-210-801.000 | PROFESSIONAL SERVICES | DICKINSON WRIGHT PLLC | LEGAL SERVICES | 777.00 | 70771 |
| Total For Dept 210 ATTORNEY | | | | 1,748.75 | |
| Dept 215 CLERK | | | | | |
| 101-215-900.000 | PRINTING | LOWELL LEDGER | ACCOUNT STATEMENT | 665.67 | 70844 |
| 101-215-955.000 | MISCELLANEOUS EXPENSE | MICHIGAN MUNICIPAL LEAGUE | WEBSITE AD - DEPUTY CLERK | 121.40 | 70821 |
| Total For Dept 215 CLERK | | | | 787.07 | |
| Dept 253 TREASURER | | | | | |
| 101-253-801.000 | PROFESSIONAL SERVICES | FLEX ADMINISTRATORS, INC. | JANUARY 2018 ADMIN FEE | 50.00 | 70774 |
| 101-253-801.000 | PROFESSIONAL SERVICES | STRATEGIC ACCOUNTING & TAX | DEC 2017 AUDIT WORK | 568.75 | 70834 |
| Total For Dept 253 TREASURER | | | | 618.75 | |
| Dept 265 CITY HALL | | | | | |
| 101-265-727.000 | OFFICE SUPPLIES | SUPPLYGEEKS | OFFICE SUPPLIES | 187.82 | 70835 |
| 101-265-740.000 | OPERATING SUPPLIES | MUNDT, THERESA | SAM'S CLUB SUPPLIES | 63.04 | 70822 |
| 101-265-740.000 | OPERATING SUPPLIES | VISA | ACCOUNT STATEMENT | 32.25 | 70840 |
| 101-265-802.000 | CONTRACTUAL | PROGRESSIVE HEATING COOLING | CITY HALL PREVENTIVE MAINT | 417.00 | 70828 |
| 101-265-850.000 | COMMUNICATIONS | COMCAST CABLE | VOIP | 64.92 | 70767 |
| 101-265-850.000 | COMMUNICATIONS | COMCAST CABLE | CABLE | 149.85 | 70767 |
| 101-265-920.000 | PUBLIC UTILITIES | LOWELL LIGHT & POWER | ELECTRIC STATEMENTS | 2,399.55 | 70845 |
| 101-265-930.000 | REPAIR & MAINTENANCE | BERNARDS ACE HARDWARE | STATEMENT OF ACCOUNT | 2.99 | 70763 |
| Total For Dept 265 CITY HALL | | | | 3,317.42 | |
| Dept 276 CEMETERY | | | | | |
| 101-276-740.000 | OPERATING SUPPLIES | BFG SUPPLY | MICE BAIT | 15.81 | 70764 |
| 101-276-920.000 | PUBLIC UTILITIES | LOWELL LIGHT & POWER | ELECTRIC STATEMENTS | 202.68 | 70845 |
| 101-276-971.000 | REPURCHASE GRAVES | CASTRO, LE ANN | REPURCHASE GRAVE SITES | 200.00 | 70766 |
| Total For Dept 276 CEMETERY | | | | 418.49 | |
| Dept 301 POLICE DEPARTMENT | | | | | |
| 101-301-626.000 | REPORTS & FINGERPRINT FEE | STATE OF MICHIGAN | SOR INVOICE | 30.00 | 70833 |
| 101-301-626.000 | REPORTS & FINGERPRINT FEE | STATE OF MICHIGAN | LIVE SCAN INVOICE | 210.00 | 70833 |
| 101-301-727.000 | OFFICE SUPPLIES | VISA | ACCOUNT STATEMENT | 11.98 | 70840 |

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| Fund 101 GENERAL FUND | | | | | |
| Dept 301 POLICE DEPARTMENT | | | | | |
| 101-301-727.000 | OFFICE SUPPLIES | HOOPER PRINTING | POLICE ENVELOPES | 214.00 | 70779 |
| 101-301-727.000 | OFFICE SUPPLIES | SUPPLYGEEKS | OFFICE SUPPLIES | 38.25 | 70835 |
| 101-301-740.000 | OPERATING SUPPLIES | MUNDT, THERESA | SAM'S CLUB SUPPLIES | 25.10 | 70822 |
| 101-301-744.000 | UNIFORMS | CURTIS CLEANERS | POLICE UNIFORM CLEANING | 662.00 | 70770 |
| 101-301-744.000 | UNIFORMS | REYNOLDS & SONS | POLICE UNIFORMS | 191.13 | 70830 |
| 101-301-930.000 | R & M EQUIPMENT | VISA | ACCOUNT STATEMENT | 96.17 | 70840 |
| 101-301-931.000 | R & M POLICE CARS | NAPA AUTO PARTS | ACCOUNT STATEMENT | 6.36 | 70823 |
| 101-301-955.000 | MISCELLANEOUS EXPENSE | VISA | ACCOUNT STATEMENT | 19.60 | 70840 |
| 101-301-955.000 | MISCELLANEOUS EXPENSE | MI ASSOC OF CHIEF OF POLI | MEMBERSHIP 2018 | 100.00 | 70820 |
| 101-301-959.000 | DRUG ENFORCEMENT | VISA | ACCOUNT STATEMENT | 44.97 | 70840 |
| 101-301-980.000 | OFFICE EQUIPMENT | VISA | ACCOUNT STATEMENT | 141.76 | 70840 |
| Total For Dept 301 POLICE | | | | 1,791.32 | |
| Dept 400 PLANNING & ZONING | | | | | |
| 101-400-801.000 | PROFESSIONAL SERVICES | WILLIAMS & WORKS INC. | PROFESSIONAL SERVICES | 2,831.19 | 70842 |
| 101-400-801.000 | PROFESSIONAL SERVICES | LGC HOLDINGS, LLC | ESCROW REFUND - ADDITION | 298.00 | 70789 |
| Total For Dept 400 PLANNI | | | | 3,129.19 | |
| Dept 441 DEPARTMENT OF PUBLIC WORKS | | | | | |
| 101-441-727.000 | OFFICE SUPPLIES | SUPPLYGEEKS | OFFICE SUPPLIES | 168.78 | 70835 |
| 101-441-802.000 | CONTRACTUAL | PROGRESSIVE HEATING COOLI | DPW PREVENTIVE MAINT | 112.00 | 70828 |
| 101-441-920.000 | PUBLIC UTILITIES | LOWELL LIGHT & POWER | ELECTRIC STATEMENTS | 306.43 | 70845 |
| 101-441-926.000 | STREET LIGHTING | LOWELL LIGHT & POWER | ELECTRIC STATEMENTS | 1,218.20 | 70845 |
| 101-441-927.000 | REPAIR & MAINT. STREET LI | LOWELL LIGHT & POWER | STREET LIGHT R & M | 905.53 | 70845 |
| Total For Dept 441 DEPART | | | | 2,710.94 | |
| Dept 747 CHAMBER/RIVERWALK | | | | | |
| 101-747-920.000 | CHAMBER UTILITIES | LOWELL LIGHT & POWER | ELECTRIC STATEMENTS | 231.84 | 70845 |
| Total For Dept 747 CHAMBE | | | | 231.84 | |
| Dept 751 PARKS | | | | | |
| 101-751-740.000 | OPERATING SUPPLIES | BERNARDS ACE HARDWARE | STATEMENT OF ACCOUNT | 22.97 | 70763 |
| 101-751-920.000 | PUBLIC UTILITIES | LOWELL LIGHT & POWER | ELECTRIC STATEMENTS | 509.61 | 70845 |
| Total For Dept 751 PARKS | | | | 532.58 | |
| Dept 757 SHOWBOAT | | | | | |
| 101-757-920.000 | SHOWBOAT UTILITIES | LOWELL LIGHT & POWER | ELECTRIC STATEMENTS | 43.07 | 70845 |
| Total For Dept 757 SHOWBO | | | | 43.07 | |
| Dept 790 LIBRARY | | | | | |
| 101-790-740.000 | OPERATING SUPPLIES | VISA | ACCOUNT STATEMENT | 20.08 | 70840 |
| 101-790-802.000 | CONTRACTUAL | PROGRESSIVE HEATING COOLI | LIBRARY PREVENTIVE MAINT | 508.50 | 70828 |
| 101-790-920.000 | PUBLIC UTILITIES | LOWELL LIGHT & POWER | ELECTRIC STATEMENTS | 1,475.84 | 70845 |
| Total For Dept 790 LIBRAR | | | | 2,004.42 | |
| Dept 804 MUSEUM | | | | | |
| 101-804-887.000 | CONTRIBUTIONS & MAINTENAN | PROGRESSIVE HEATING COOLI | MUSEUM PREVENTIVE MAINT | 180.00 | 70828 |
| 101-804-920.000 | PUBLIC UTILITIES | LOWELL LIGHT & POWER | ELECTRIC STATEMENTS | 246.20 | 70845 |
| 101-804-955.000 | PROPERTY TAX DISTRIBUTION | LOWELL AREA HISTORICAL MU | TAX DISBURSEMENT | 30.11 | 70790 |
| Total For Dept 804 MUSEUM | | | | 456.31 | |
| Total For Fund 101 GENERA | | | | 21,322.41 | |
| Fund 202 MAJOR STREET FUND | | | | | |
| Dept 463 MAINTENANCE | | | | | |
| 202-463-740.000 | OPERATING SUPPLIES | TRACTOR SUPPLY CREDIT PLA | ACCOUNT STATEMENT | 12.99 | 70836 |
| Total For Dept 463 MAINT | | | | 12.99 | |
| Dept 474 TRAFFIC | | | | | |
| 202-474-740.000 | OPERATING SUPPLIES | BERNARDS ACE HARDWARE | STATEMENT OF ACCOUNT | 11.16 | 70763 |
| Total For Dept 474 TRAFFI | | | | 11.16 | |
| Total For Fund 202 MAJOR | | | | 24.15 | |

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| Fund 203 LOCAL STREET FUND | | | | | |
| Dept 474 TRAFFIC | | | | | |
| 203-474-740.000 | OPERATING SUPPLIES | SELF SERVE LUMBER | ACCOUNT STATEMENT | 6.38 | 70832 |
| 203-474-740.000 | OPERATING SUPPLIES | TRACTOR SUPPLY CREDIT PLA | ACCOUNT STATEMENT | 31.74 | 70836 |
| Total For Dept 474 TRAFFI | | | | 38.12 | |
| Total For Fund 203 LOCAL | | | | 38.12 | |
| Fund 248 DOWNTOWN DEVELOPMENT AUTHORITY | | | | | |
| Dept 463 MAINTENANCE | | | | | |
| 248-463-920.000 | PUBLIC UTILITIES | LOWELL LIGHT & POWER | STREET LIGHT R & M | 505.39 | 70845 |
| 248-463-920.000 | PUBLIC UTILITIES | LOWELL LIGHT & POWER | ELECTRIC STATEMENTS | 1,235.43 | 70845 |
| 248-463-930.000 | REPAIR & MAINTENANCE | BERNARDS ACE HARDWARE | STATEMENT OF ACCOUNT | 15.99 | 70763 |
| Total For Dept 463 MAINT | | | | 1,756.81 | |
| Dept 740 COMMUNITY PROMOTIONS | | | | | |
| 248-740-880.000 | COMMUNITY PROMOTION | VISA | ACCOUNT STATEMENT | 52.47 | 70840 |
| 248-740-880.000 | COMMUNITY PROMOTION | FANDANGLED CUSTOM APPAREL | AWARD OF EXCELLENCE - SPR | 18.00 | 70773 |
| Total For Dept 740 COMMUN | | | | 70.47 | |
| Total For Fund 248 DOWNT | | | | 1,827.28 | |
| Fund 260 DESIGNATED CONTRIBUTIONS | | | | | |
| Dept 474 TRAFFIC | | | | | |
| 260-474-740.000 | OPERATING SUPPLIES | WILLIAMS & WORKS INC. | PROFESSIONAL SERVICES | 630.00 | 70842 |
| Total For Dept 474 TRAFFI | | | | 630.00 | |
| Dept 751 PARKS | | | | | |
| 260-751-740.000 | OPERATING SUPPLIES | J&K CATERING | CONSULT & RESEARCH FOR SH | 1,188.20 | 70759 |
| Total For Dept 751 PARKS | | | | 1,188.20 | |
| Dept 758 DOG PARK | | | | | |
| 260-758-920.000 | PUBLIC UTILITIES | LOWELL LIGHT & POWER | ELECTRIC STATEMENTS | 49.26 | 70845 |
| Total For Dept 758 DOG PA | | | | 49.26 | |
| Total For Fund 260 DESIGN | | | | 1,867.46 | |
| Fund 581 AIRPORT FUND | | | | | |
| Dept 000 | | | | | |
| 581-000-920.000 | PUBLIC UTILITIES | CONSUMERS ENERGY | ENERGY STATEMENT - AIRPOR | 22.59 | 70769 |
| 581-000-930.000 | REPAIR & MAINTENANCE | SELF SERVE LUMBER | ACCOUNT STATEMENT | 204.93 | 70832 |
| 581-000-930.000 | REPAIR & MAINTENANCE | LAKE EFFECT SNOW REMOVAL | AIRPORT SNOW REMOVAL | 850.00 | 70786 |
| 581-000-930.000 | REPAIR & MAINTENANCE | LAKE EFFECT SNOW REMOVAL | AIRPORT SNOW REMOVAL 2/8 | 450.00 | 70786 |
| 581-000-955.000 | MISCELLANEOUS EXPENSE | VERGENNES BROADBAND | AIRPPORT INTERNET | 49.99 | 70838 |
| Total For Dept 000 | | | | 1,577.51 | |
| Total For Fund 581 AIRPOR | | | | 1,577.51 | |
| Fund 590 WASTEWATER FUND | | | | | |
| Dept 000 | | | | | |
| 590-000-043.000 | DUE FROM EARTH TECH | LOWELL LIGHT & POWER | ELECTRIC STATEMENTS | 4,812.63 | 70845 |
| Total For Dept 000 | | | | 4,812.63 | |
| Dept 550 TREATMENT | | | | | |
| 590-550-801.000 | PROFESSIONAL SERVICES | PREIN & NEWHOF, INC. | REVIEW OF WWTP CAPACITY | 1,149.00 | 70827 |
| Total For Dept 550 TREATM | | | | 1,149.00 | |
| Dept 551 COLLECTION | | | | | |
| 590-551-864.000 | CONFERENCES & CONVENTIONS | VISA | ACCOUNT STATEMENT | 271.32 | 70840 |
| 590-551-930.000 | REPAIR & MAINTENANCE | PLUMMERS ENVIRONMENTAL SE | WTP - R & M | 375.00 | 70825 |
| 590-551-930.000 | REPAIR & MAINTENANCE | PLUMMERS ENVIRONMENTAL SE | PLEASANT ST R & M | 893.10 | 70825 |
| 590-551-930.000 | REPAIR & MAINTENANCE | RYAN'S MODERN SEWER CLEAN | WPT - TELEVISED BOWES | 380.00 | 70831 |
| Total For Dept 551 COLLEC | | | | 1,919.42 | |
| Total For Fund 590 WASTE | | | | 7,881.05 | |
| Fund 591 WATER FUND | | | | | |
| Dept 570 TREATMENT | | | | | |
| 591-570-727.000 | OFFICE SUPPLIES | SUPPLYGEEKS | OFFICE SUPPLIES | 35.64 | 70835 |

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| Fund 591 WATER FUND | | | | | |
| Dept 570 TREATMENT | | | | | |
| 591-570-740.000 | OPERATING SUPPLIES | BERNARDS ACE HARDWARE | STATEMENT OF ACCOUNT | 163.80 | 70763 |
| 591-570-740.000 | OPERATING SUPPLIES | TRACTOR SUPPLY CREDIT PLA | ACCOUNT STATEMENT | 2.39 | 70836 |
| 591-570-743.000 | CHEMICALS | USALCO | WTP CHEMICALS | 7,538.24 | 70837 |
| 591-570-920.000 | PUBLIC UTILITIES | LOWELL LIGHT & POWER | ELECTRIC STATEMENTS | 5,167.84 | 70845 |
| 591-570-930.000 | REPAIR & MAINTENANCE | BERNARDS ACE HARDWARE | STATEMENT OF ACCOUNT | 44.84 | 70763 |
| 591-570-930.000 | REPAIR & MAINTENANCE | GIVE EM A BRAKE SAFETY | WTP SIGN RENTALS | 2,224.69 | 70775 |
| 591-570-930.000 | REPAIR & MAINTENANCE | LEE'S TRENCHING SERVICE, | WTP WORK | 6,721.80 | 70788 |
| Total For Dept 570 TREATM | | | | 21,899.24 | |
| Dept 571 DISTRIBUTION | | | | | |
| 591-571-801.000 | CROSS CONNECTIONS | HYDROCORP | CROSS CONNECTON DEC 2017 | 937.00 | 70780 |
| 591-571-801.000 | CROSS CONNECTIONS | HYDROCORP | CROSS CONNECTION JAN 2018 | 937.00 | 70780 |
| 591-571-850.000 | COMMUNICATIONS | VERIZON WIRELESS | ACCOUNT STATEMENT | 40.01 | 70839 |
| 591-571-920.000 | PUBLIC UTILITIES | LOWELL LIGHT & POWER | ELECTRIC STATEMENTS | 1,019.39 | 70845 |
| 591-571-930.000 | REPAIR & MAINTENANCE | BERNARDS ACE HARDWARE | STATEMENT OF ACCOUNT | 126.39 | 70763 |
| 591-571-930.000 | REPAIR & MAINTENANCE | CONCRETE CENTRAL | POWER BLANKET- WATER DEPT | 1,100.00 | 70768 |
| 591-571-930.000 | REPAIR & MAINTENANCE | POLLARDWATER | WATER - GATE VLV | 673.76 | 70826 |
| Total For Dept 571 DISTRI | | | | 4,833.55 | |
| Dept 573 ADMINISTRATION | | | | | |
| 591-573-801.000 | PROFESSIONAL SERVICES | PREIN & NEWHOF, INC. | WATER ASSET MGMT PLAN | 7,418.25 | 70827 |
| 591-573-801.000 | PROFESSIONAL SERVICES | PREIN & NEWHOF, INC. | WATER ASSET MGMT PLAN | 1,354.75 | 70827 |
| 591-573-955.000 | MISCELLANEOUS EXPENSE | DICKINSON WRIGHT PLLC | LEGAL SERVICES - BARTLETT | 1,276.50 | 70771 |
| Total For Dept 573 ADMINI | | | | 10,049.50 | |
| Total For Fund 591 WATER | | | | 36,782.29 | |
| Fund 636 DATA PROCESSING FUND | | | | | |
| Dept 000 | | | | | |
| 636-000-801.000 | PROFESSIONAL SERVICES | ADDORIO TECHNOLOGIES, LLC | PROFESSIONAL SERVICES | 745.97 | 70762 |
| 636-000-801.000 | PROFESSIONAL SERVICES | ADDORIO TECHNOLOGIES, LLC | PROFESSIONAL SERVICES | 3,603.74 | 70762 |
| 636-000-801.000 | PROFESSIONAL SERVICES | I2 INTEGRATION | CL SUPPORT | 180.00 | 70781 |
| 636-000-801.000 | PROFESSIONAL SERVICES | ADDORIO TECHNOLOGIES, LLC | DPW PROFESSIONAL SERVICES | 561.79 | 70762 |
| 636-000-802.000 | CONTRACTUAL | DIGITAL OFFICE MACHINES, | LPD COPY MACHINE CONTRACT | 52.03 | 70772 |
| Total For Dept 000 | | | | 5,143.53 | |
| Total For Fund 636 DATA P | | | | 5,143.53 | |
| Fund 661 EQUIPMENT FUND | | | | | |
| Dept 895 FLEET MAINT. & REPLACEMENT | | | | | |
| 661-895-740.000 | OPERATING SUPPLIES | GTW | STATEMENT OF ACCOUNT | 27.51 | 70778 |
| 661-895-930.000 | REPAIR & MAINTENANCE | NAPA AUTO PARTS | ACCOUNT STATEMENT | 626.52 | 70823 |
| 661-895-930.000 | REPAIR & MAINTENANCE | VISA | ACCOUNT STATEMENT | 388.76 | 70840 |
| 661-895-930.000 | REPAIR & MAINTENANCE | TRACTOR SUPPLY CREDIT PLA | ACCOUNT STATEMENT | 24.99 | 70836 |
| 661-895-981.000 | EQUIPMENT | GRAND EQUIPMENT | 62' GRASS KING MOWER | 18,328.50 | 70776 |
| Total For Dept 895 FLEET | | | | 19,396.28 | |
| Total For Fund 661 EQUIPM | | | | 19,396.28 | |
| Fund 703 CURRENT TAX COLLECTION FUND | | | | | |
| Dept 000 | | | | | |
| 703-000-222.000 | DUE TO COUNTY-CURRENT TAX | KENT COUNTY TREASURER | TAX DISBURSEMENT | 12,546.05 | 70783 |
| 703-000-223.000 | DUE TO LIBRARY | KENT DISTRICT LIBRARY | TAX DISBURSEMENT | 7,199.13 | 70784 |
| 703-000-225.000 | DUE TO SCHOOLS | LOWELL AREA SCHOOLS | TAX DISBURSEMENT | 78,435.32 | 70843 |
| 703-000-228.009 | DUE TO STATE-S.E.T. | KENT COUNTY TREASURER | TAX DISBURSEMENT | 621.03 | 70783 |
| 703-000-234.000 | DUE TO INTERMED SCH DISTR | KENT INTERMEDIATE SCHOOL | TAX DISBURSEMENT | 586.81 | 70785 |
| 703-000-235.000 | DUE TO COMMUNITY COLLEGE | GRAND RAPIDS COMMUNITY CO | TAX DISBURSEMENT | 346.93 | 70777 |
| 703-000-275.000 | DUE TO TAXPAYERS | LEASECOMM CORP | 2017 Sum Tax Refund 41-50 | 4.06 | 70787 |
| 703-000-275.000 | DUE TO TAXPAYERS | NOWAK GRACE T | 2017 Win Tax Refund 41-20 | 0.89 | 70824 |
| Total For Dept 000 | | | | 99,740.22 | |
| Total For Fund 703 CURREN | | | | 99,740.22 | |

02/15/2018 03:57 PM
User: LORI
DB: Lowell

INVOICE GL DISTRIBUTION REPORT FOR CITY OF LOWELL
EXP CHECK RUN DATES 02/05/2018 - 02/15/2018
BOTH JOURNALIZED AND UNJOURNALIZED
BOTH OPEN AND PAID

Page: 5/6

| GL Number | Invoice Line Desc | Vendor | Invoice Description | Amount | Check # |
|-----------|-------------------|--------|---------------------|--------|---------|
|-----------|-------------------|--------|---------------------|--------|---------|

02/15/2018 03:57 PM
User: LORI
DB: Lowell

INVOICE GL DISTRIBUTION REPORT FOR CITY OF LOWELL
EXP CHECK RUN DATES 02/05/2018 - 02/15/2018
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BOTH OPEN AND PAID

Page: 6/6

| GL Number | Invoice Line Desc | Vendor | Invoice Description | Amount | Check # |
|--------------|-------------------|--------|---------------------------|------------|---------|
| <hr/> | | | | | |
| Fund Totals: | | | | | |
| | | | Fund 101 GENERAL FUND | 21,322.41 | |
| | | | Fund 202 MAJOR STREET FUN | 24.15 | |
| | | | Fund 203 LOCAL STREET FUN | 38.12 | |
| | | | Fund 248 DOWNTOWN DEVELOP | 1,827.28 | |
| | | | Fund 260 DESIGNATED CONTR | 1,867.46 | |
| | | | Fund 581 AIRPORT FUND | 1,577.51 | |
| | | | Fund 590 WASTEWATER FUND | 7,881.05 | |
| | | | Fund 591 WATER FUND | 36,782.29 | |
| | | | Fund 636 DATA PROCESSING | 5,143.53 | |
| | | | Fund 661 EQUIPMENT FUND | 19,396.28 | |
| | | | Fund 703 CURRENT TAX COLL | 99,740.22 | |
| | | | | <hr/> | |
| | | | | 195,600.30 | |



LOWELL CITY ADMINISTRATION
INTER OFFICE MEMORANDUM

DATE: February 16, 2018
TO: City Manager Michael Burns
FROM: City Clerk Susan Ullery
RE: Zoning Ordinance Text Amendments
– tabled from previous meeting

At the meeting of February 5, 2018, the City Council reviewed the attached zoning ordinance amendments providing updates to Chapter 22 – Administration and Enforcement and draft language to regulate short-term rentals as a special land use in the City. Both amendments were recommended for approval by the Planning Commission at their January 8, 2018 meeting.

After review, there was a consensus by the City Council to table the amendments in order to review the Ordinance 18-01 further. Andy Moore with Williams and Works will be present to address any further concerns.

Recommended Motion: That the City Council approve Ordinance 18-01 and 18-02

williams&works

engineers | surveyors | planners

MEMORANDUM

To: City of Lowell Planning Commission
Date: January 12, 2018
From: Andy Moore, AICP
RE: **Zoning Ordinance Text Amendments**

With this memorandum, please find proposed zoning amendments to update Chapter 22 – Administration and Enforcement and draft language to regulate short-term rentals as a special land use in the City. Both amendments were recommend approval by the Planning Commission at their meeting on January 8.

Administration and Enforcement

The amendment to Chapter 22 includes a new subsection C within Section 22.02 that addresses zoning compliance permits. The City has issued zoning permits for some time, so these permits should be supported by enabling language within the Zoning Ordinance. We also clarified the language for zoning amendments and provided review criteria for the Planning Commission and City Council when reviewing amendment requests.

We have also included a new section on public hearing and notice requirements that comply with the Michigan Zoning Enabling Act and a new section which provides a basis for fees and escrow accounts for all zoning applications and appeals. These practices have been ongoing for some time and should have supporting language in the Zoning Ordinance.

Short-Term Rentals

Also included is an amendment regulating short-term rentals. It includes a proposed definition for “short-term rental” and adds short-term rentals as a special land use to the SR Suburban Residential, R-1 Residential, and C-2 Central Business districts. We have also included site design standards for short-term rentals in Chapter 17 – Special Land Uses, which address a number of regulatory concerns. These standards include length of stay, maximum occupancy, parking requirements, public safety notification, host contact information, and in-unit postings.

Please note that this amendment language does not address “homestays,” or the renting out of a single room or rooms within an owner-occupied dwelling while the owner is present. In conjunction with addressing short-term rentals, the Planning Commission adjusted the definition for “bed and breakfast” to clarify that bed and breakfasts are owner-occupied. This will help to avoid confusion and regulatory conflict with short-term rentals in the City.

As always, please feel free to contact us if there are questions or comments.

**CITY OF LOWELL
KENT COUNTY, MICHIGAN**

ORDINANCE NO. 18-01

**AN ORDINANCE TO AMEND CHAPTER 22, "ADMINISTRATION AND
ENFORCEMENT," OF APPENDIX A, "ZONING," OF THE CODE OF
ORDINANCES OF THE CITY OF LOWELL**

Councilmember _____, supported by Councilmember _____,

moved the adoption of the following ordinance:

THE CITY OF LOWELL ORDAINS:

Section 1. Amendment of Chapter 22. Chapter 22 of Appendix A, "Zoning," of the Code of Ordinances of the City of Lowell is amended in its entirety to read as follows:

CHAPTER 22. - ADMINISTRATION AND ENFORCEMENT

SECTION 22.01. - ZONING ENFORCEMENT OFFICER.

- A. Authority. Except where herein otherwise stated, the provisions of this ordinance shall be administered by the zoning enforcement officer, or such other official or officials as may be designated by the city council. The zoning enforcement officer shall have the power to:
1. issue certificates of occupancy;
 2. make inspections of buildings and premises necessary to carry out the duties of administration and enforcement of this ordinance;
 3. issue and serve appearance tickets on any person with respect to any violation of this ordinance where there is reasonable cause to believe that the person has committed such an offense;
 4. maintain and safely keep copies of all plans other than for single-family dwellings and fees submitted with such application, and the same shall form a part of the records of his office and shall be available to the council and all other officials of the city; and
 5. perform such other functions necessary and proper to enforce and administer the provisions of this ordinance.

SECTION 22.02. - PERMITS.

- A. Building permits.

1. No building, structure, or commercial sign shall be erected, altered, moved, or substantially repaired unless a building permit shall have been first issued for such work.
2. No building permit shall be issued for the erection, alteration, or use of any building or structure or for the use of any land which is not in accordance with all provisions of this ordinance.
3. The holder of every building permit for the construction, erection, alteration, repair, or moving of any building or structure shall notify the building inspector immediately upon completion of the work authorized by the permit for a final inspection.

B. Certificate of occupancy.

1. No vacant land shall be used and no existing use of land shall be changed to a different class of use unless a certificate of occupancy is first obtained for the new or different use.
2. No building or structure which is hereafter erected or altered shall be occupied or used unless and until a certificate of occupancy shall have been issued for such building or structure.
3. Certificates of occupancy, as required by the currently adopted Building Code for the city, shall also constitute certification of compliance with the zoning ordinance.
4. A record of all certificates of occupancy issued shall be kept on file in the office of the zoning enforcement officer and copies shall be furnished upon request to any person owning or renting the property which is the subject of the Certificate.
5. Applications for certificates of occupancy shall be made in writing to the building inspector on a form furnished by the city. Certificates shall be issued within ten (10) days after receipt of such application if the building or structure or use of land is in accordance with the provisions of this ordinance and the other applicable ordinances of the city.

C. Zoning Compliance Permits.

1. No permit or approval shall be issued for any use, building, construction, work, alteration, addition, or improvement to land or land division, until a zoning compliance permit has been issued by the zoning enforcement officer under the terms and provisions of this ordinance.
2. The issuance of any other approval or certification of a site plan, variance, special land use permit, planned unit development, or other discretionary permit by any board or body under this ordinance, shall not supersede or lessen compliance with this ordinance and that any use, development, construction, improvement or work allowed under the discretionary permit, shall in all cases be further conditioned on compliance with this ordinance and shall not be allowed until the issuance of the zoning compliance permit in accordance with this chapter.

3. An application for a zoning compliance permit shall be signed by the owner of the land, or the owner's duly authorized agent and be accompanied by a site plan, where required under other provisions of this ordinance, or a drawing, that provides the following information:
 - a. scale, date and north point;
 - b. location, shape and dimensions of the lot;
 - c. legal description, tax parcel number and address of the lot;
 - d. location, outline and dimensions of all existing and proposed structures and the location and extent of all uses not involving structures;
 - e. a clear description of existing and intended uses of all structures; and
 - f. additional information as required by the zoning enforcement officer for purposes of determining compliance with this ordinance.
4. A zoning compliance permit shall be signed and issued by the zoning enforcement officer.
 - a. The application and all supporting documentation shall be considered a part of the permit.
 - b. Any alteration, false statement, change or other variation between the application and its supporting documents, and the use, construction, work, development, alteration, addition, or improvement authorized by the permit, shall render the permit null and void.
 - c. Any change, variation or alteration of the application and supporting documents, shall require resubmission to the zoning enforcement officer and the re-issuance of a new zoning compliance permit.
5. All fees due under this ordinance, or under other ordinances or policies of the City for municipal services and development of the work, must be paid in full prior to the issuance of the zoning compliance permit, unless exception is made by the appropriate board authorized to waive or delay the payment of the fees. The applicant shall furnish to the zoning enforcement officer, upon request, a title insurance policy or other acceptable evidence of ownership.
6. The zoning enforcement officer is authorized to prepare and furnish to the public, from time to time forms for application for a zoning compliance permit.
7. The zoning enforcement officer is authorized to affix to the face of any zoning compliance permit any condition authorized by this ordinance or under any discretionary permit issued by any board under this ordinance, or under other ordinances or promulgated policies of the city, pertaining to the use, work or occupancy of the land and premises. Failure to comply with any condition shall render the zoning compliance permit null and void.

8. A zoning compliance permit shall not be required for ordinary repairs or maintenance to one- or two-family residential dwellings or any related accessory structure, including but not limited to roofing, siding and interior work, provided that such construction does not increase the gross ground floor area, height, or location of the building, and/or does not change the use of the structure.
- D. Fees for the inspection and issuance of building permits, certificates of occupancy, zoning compliance permits, or copies required or issued under the provisions of this ordinance, may be collected by the city in advance of issuance. The amount of such fees shall be established by resolution of the city council and shall cover the cost of inspection and supervision resulting from the enforcement of this ordinance.

SECTION 22.03. - ENFORCEMENT.

A. Violations.

1. A violation of this ordinance shall be a civil infraction subject to a fine. Increased civil fines will be imposed for repeated violations that occur within a six (6) month period. The civil fine for a first offense is fifty dollars (\$50.00). The civil fine for the first repeat offense is two hundred and fifty dollars (\$250.00). The civil fine for the second repeat offense is five hundred dollars (\$500.00). The city shall also be entitled to equitable relief to abate the violation and to such other relief as may be available to the city pursuant to chapters 83 and 87 of the Michigan Revised Judicature Act, as amended.
2. Each day on which any violation of this ordinance occurs shall constitute a separate offense.

- B. Any building or structure which is erected, altered, or converted, or any use of premises or land which is begun or changed subsequent to the time of passage of this ordinance and is in violation of any of the provisions thereof, is hereby declared to be a public nuisance per se, and may be abated by order of any court of competent jurisdiction.

SECTION 22.04. - PERFORMANCE GUARANTEES.

- A. As a condition of approval of a site plan review, special land use, or planned unit development, the planning commission or zoning enforcement officer, whichever is designated as the approving authority, may require a financial guarantee of sufficient sum to assure the installation of those features or components of the approved activity or construction which are considered necessary to protect the health, safety, and welfare of the public and of users or inhabitants of the proposed development. Such features or components, hereafter referred to as "improvements," may include, but shall not be limited to, streets, curbing, landscaping, fencing, walls, screening, lighting, drainage facilities, sidewalks, driveways, utilities, and similar items.
- B. Performance guarantees shall be processed in the following manner:

1. Prior to the issuance of a certificate of occupancy, the applicant shall submit an itemized estimate of the cost of the required improvements which are subject to the performance guarantee, which shall then be reviewed by the zoning enforcement officer. The amount of the performance guarantee shall be one hundred percent (100%) of the cost of purchasing of materials and installation of the required improvements, plus the cost of necessary engineering and a reasonable amount for contingencies.
2. The required performance guarantee may be in the form of a cash deposit, certified check, irrevocable bank letter of credit, or surety bond acceptable to the city.
3. Upon receipt of the required performance guarantee, the zoning enforcement officer shall issue a building permit for the subject development or activity, provided it is in compliance with all other applicable provisions of this ordinance and other applicable ordinances of the city.
4. The zoning enforcement officer, upon the written request of the obliger, shall rebate portions of the performance guarantee upon determination that the improvements for which the rebate has been requested have been satisfactorily completed. The portion of the performance guarantee to be rebated shall be in the same amount as stated in the itemized cost estimate for the applicable improvements.
5. When all of the required improvements have been completed, the obliger shall send written notice to the zoning enforcement officer of completion of said improvements. Thereupon, the zoning enforcement officer shall inspect all of the improvements and approve, partially approve, or reject the improvements with a statement of the reasons for any rejections. If partial approval is granted, the cost of the improvement rejected shall be set forth. Where partial approval is granted, the obliger shall be released from liability pursuant to relevant portions of the performance guarantee, except for that portion sufficient to secure completion of the improvements not yet approved.
6. A record of authorized performance guarantees shall be maintained by the zoning enforcement officer.

SECTION 22.05. - ZONING AMENDMENTS

A. Procedure.

1. Written applications for the adoption of a rezoning or amendment to this ordinance may be initiated by:
 - a. any public agency;
 - b. any interested person;
 - c. the planning commission; or
 - d. the city council.

2. If said application is for a rezoning, an "interested person" shall either be the city or the owner of the property which will be considered for the rezoning, or, if not the owner of the property, the applicant shall submit a written statement from the property owner indicating his or her permission to submit such application.
3. Application for a zoning amendment shall consist of:
 - a. a written statement from the property owner indicating his or her permission to submit such application, if applicable;
 - b. payment of a fee, as established from time to time by the city council;
 - c. a map clearly showing the property to be considered for the zoning change, including all properties within one quarter (¼) mile of the subject property and the current zoning of all such properties; and
 - d. a legal description of the property to be considered for the zoning change.
4. Following receipt of the completed application, the planning commission shall hold a public hearing. Notice of the public hearing shall be provided pursuant to Section 22.05 of this ordinance and Act 110 of the Public Acts of Michigan of 2006, as amended.
5. Following the public hearing, the planning commission shall forward the application, along with its recommendation, to the city council for a final decision.
6. Review Criteria. In making a decision on a zoning amendment, the planning commission and city council shall consider the following standards:
 - a. if the proposed zoning amendment is consistent with the goals, policies, and future land use map of the city's master plan; or, if conditions have changed significantly since the master plan was adopted, if the zoning amendment is consistent with recent development trends in the area;
 - b. if the zoning amendment is compatible with existing or future land uses in the vicinity; and
 - c. if the site is capable of accommodating all uses allowed by the zoning change, considering existing or planned public infrastructure, including streets, sanitary sewers, storm water, water, sidewalks, and street lighting.
7. The city's decision of a zoning amendment may not be appealed to the board of zoning appeals.

SECTION 22.06. – PUBLIC HEARING AND NOTICE REQUIREMENTS.

- A. Where this ordinance requires the City to provide notice of a public hearing for any decision or action permitted, authorized or required by this ordinance or under Act 110 of the Public Acts of Michigan of 2006, as amended, notice of the public hearing shall be given as follows:

- B. The notice shall be published once, at least fifteen (15) days prior to the date of the public hearing, in a newspaper of general circulation in the city.
- C. Except as provided in subsection E below, a notice of public hearing shall also be mailed or personally delivered to the following persons, at least fifteen (15) days prior to the date of the public hearing:
1. the applicant;
 2. the owner or owners of the subject property;
 3. all persons to whom real property is assessed within three hundred (300) feet of the property that is the subject to the application or request, even if the three hundred (300) feet extends outside of the city's boundaries; and
 4. the occupants of all structures within three hundred (300) feet of the property that is the subject of the application or request, even if the three hundred (300) feet extends outside of the city's boundaries. If the name of the occupant is not known, the term "occupant" may be used in making notification under this subsection.
- D. The notice of public hearing shall include the following information:
1. A description of the nature of the proposed amendment, application or request.
 2. An identification of the property that is the subject of the application or request, if applicable. Except as provided in subsection E below, the notice shall include a listing of all existing street addresses within the property. Street addresses do not need to be created and listed if no such addresses currently exist within the property and another means of identification of the property shall be used.
 3. When and where the application or request will be considered.
 4. When and where written comments will be received concerning the application or request.
- E. When a proposed zoning amendment involves the text of the Zoning Ordinance or if a rezoning involves eleven (11) or more adjacent properties, or when a petition to the board of zoning appeals involves an interpretation of the Zoning Ordinance or an appeal of an administrative decision that does not involve a specific parcel, the mailing or delivery requirements of subsections C(2), C(3) and C(4), of this section are not required, and the listing of individual property addresses under subsection D(2) is not required.
- F. With respect to a zoning ordinance amendment, including rezoning of property, the notice shall be given by first-class mail to each electric, gas, and pipeline public utility company, each telecommunication service provider, each railroad operating within the district or zone affected, and the airport manager of each airport, that registers its name and mailing address with the city for the purpose of receiving the notice of public hearing.
- G. After providing the notice required under this section and without further notice, except that as required under the Act 267 of the Public Acts of Michigan of 1976, as amended,

the body holding the public hearing may adjourn from time to time a duly called public hearing by passing a motion specifying the time, date, and place of the continued public hearing.

SECTION 22.07. FEES AND APPLICANT ESCROW ACCOUNTS

- A. The city council may establish, fees for appeals, application for amendments, special uses, site plan reviews, zoning compliance permits, signs, and other matters pertaining to this ordinance. The schedule of fees shall be posted in city hall and may be altered only by resolution of the city council. Until all applicable fees, charges and expenses have been paid in full, no permits shall be issued related to any application or appeal.
- B. If the planning commission or board of zoning appeals determines that the basic fees provided under subsection A above will not cover the actual costs of the application review or appeal, or if the planning commission or board of zoning appeals determines that review of the application and/or participation in the review process or appeal by qualified professional planners, engineers, attorneys, or other professionals is necessary, then the planning commission or board of zoning appeals may require the applicant to deposit with the city treasurer such additional fees in an amount sufficient to cover the estimated additional costs.
- C. These additional fees shall be held in escrow in the applicant's name and shall be used solely to pay these additional costs. If the amount held in escrow becomes less than ten percent (10%) of the initial escrow deposit or less than ten percent (10%) of the latest additional escrow deposit and review of the application or decision on the appeal is not completed, then the zoning enforcement officer may require the applicant to deposit additional fees into escrow in an amount determined by the zoning enforcement officer to be equal to the estimated costs to complete the review or decide the appeal. Failure of the applicant to make any escrow deposit required under this ordinance shall be deemed to make the application incomplete or the appeal procedurally defective thereby justifying the denial of the application or the dismissal of the appeal. Any unexpended funds held in escrow shall be returned to the applicant following final action on the application or the final decision on the appeal. Any actual costs incurred by the city in excess of the amount held in escrow shall be billed to the applicant and shall be paid by the applicant prior to the issuance of any permit or the release of a final decision on an appeal.

Section 2. Publication. After its adoption, the City Clerk shall publish this ordinance or a summary thereof, as permitted by law, along with its date of adoption in the *Lowell Ledger*, a newspaper of general circulation in the City, at least ten (10) days before its effective date.

Section 3. Effective Date. This ordinance shall take effect ten (10) days after it, or a summary thereof, as permitted by law, along with the date of its adoption, is published in the *Lowell Ledger*, a newspaper of general circulation in the City.

YEAS: Councilmembers _____

NAYS : Councilmembers _____

ABSTAIN: Councilmembers _____

ABSENT: Councilmembers _____

ORDINANCE DECLARED ADOPTED.

Dated: January 16, 2018

Susan Ullery
City Clerk

CERTIFICATION

I, the undersigned City Clerk of the City of Lowell, Michigan (the "City"), certify that the above ordinance is a true and complete copy of an ordinance adopted at a regular meeting of the Lowell City Council held on January 16, 2018, pursuant to notice given in compliance with Act 267 of the Public Acts of Michigan of 1976, as amended, and notice of its adoption, including a summary of its contents and its effective date, was published in the *Lowell Ledger*, on _____, 2018. I further certify that the above ordinance was entered into the Ordinance Book of the City on _____, 2018, and was effective _____, 2016, ten (10) days after publication.

Dated: January 16, 2018

Susan Ullery
City Clerk

GRAPIDS 60857-994 484108v4

**CITY OF LOWELL
KENT COUNTY, MICHIGAN**

ORDINANCE NO. 18-01

AN ORDINANCE TO AMEND CHAPTER 22, "ADMINISTRATION AND ENFORCEMENT," OF APPENDIX A, "ZONING," OF THE CODE OF ORDINANCES OF THE CITY OF LOWELL

Councilmember _____, supported by Councilmember _____,

moved the adoption of the following ordinance:

THE CITY OF LOWELL ORDAINS:

Section 1. Amendment of Chapter 22. Chapter 22 of Appendix A, "Zoning," of the Code of Ordinances of the City of Lowell is amended in its entirety to read as follows:

CHAPTER 22. - ADMINISTRATION AND ENFORCEMENT

SECTION 22.01. - ZONING ENFORCEMENT OFFICER.

- A. Authority. Except where herein otherwise stated, the provisions of this ordinance shall be administered by the zoning enforcement officer, or such other official or officials as may be designated by the city council. The zoning enforcement officer shall have the power to:
1. issue certificates of occupancy;
 2. make inspections of buildings and premises necessary to carry out the duties of administration and enforcement of this ordinance;
 3. issue and serve appearance tickets on any person with respect to any violation of this ordinance where there is reasonable cause to believe that the person has committed such an offense;
 4. maintain and safely keep copies of all plans other than for single-family dwellings and fees submitted with such application, and the same shall form a part of the records of his office and shall be available to the council and all other officials of the city; and
 5. perform such other functions necessary and proper to enforce and administer the provisions of this ordinance.

SECTION 22.02. - PERMITS.

- A. Building permits.

1. No building, structure, or commercial sign shall be erected, altered, moved, or substantially repaired unless a building permit shall have been first issued for such work.
2. No building permit shall be issued for the erection, alteration, or use of any building or structure or for the use of any land which is not in accordance with all provisions of this ordinance.
3. The holder of every building permit for the construction, erection, alteration, repair, or moving of any building or structure shall notify the building inspector immediately upon completion of the work authorized by the permit for a final inspection.

B. Certificate of occupancy.

1. No vacant land shall be used and no existing use of land shall be changed to a different class of use unless a certificate of occupancy is first obtained for the new or different use.
2. No building or structure which is hereafter erected or altered shall be occupied or used unless and until a certificate of occupancy shall have been issued for such building or structure.
3. Certificates of occupancy, as required by the currently adopted Building Code for the city, shall also constitute certification of compliance with the zoning ordinance.
4. A record of all certificates of occupancy issued shall be kept on file in the office of the zoning enforcement officer and copies shall be furnished upon request to any person owning or renting the property which is the subject of the Certificate.
5. Applications for certificates of occupancy shall be made in writing to the building inspector on a form furnished by the city. Certificates shall be issued within ten (10) days after receipt of such application if the building or structure or use of land is in accordance with the provisions of this ordinance and the other applicable ordinances of the city.

C. Zoning Compliance Permits.

1. No permit or approval shall be issued for any use, building, construction, work, alteration, addition, or improvement to land or land division, until a zoning compliance permit has been issued by the zoning enforcement officer under the terms and provisions of this ordinance.
2. The issuance of any other approval or certification of a site plan, variance, special land use permit, planned unit development, or other discretionary permit by any board or body under this ordinance, shall not supersede or lessen compliance with this ordinance and that any use, development, construction, improvement or work allowed under the discretionary permit, shall in all cases be further conditioned on compliance with this ordinance and shall not be allowed until the issuance of the zoning compliance permit in accordance with this chapter.

3. An application for a zoning compliance permit shall be signed by the owner of the land, or the owner's duly authorized agent and be accompanied by a site plan, where required under other provisions of this ordinance, or a drawing, that provides the following information:
 - a. scale, date and north point;
 - b. location, shape and dimensions of the lot;
 - c. legal description, tax parcel number and address of the lot;
 - d. location, outline and dimensions of all existing and proposed structures and the location and extent of all uses not involving structures;
 - e. a clear description of existing and intended uses of all structures; and
 - f. additional information as required by the zoning enforcement officer for purposes of determining compliance with this ordinance.
4. A zoning compliance permit shall be signed and issued by the zoning enforcement officer.
 - a. The application and all supporting documentation shall be considered a part of the permit.
 - b. Any alteration, false statement, change or other variation between the application and its supporting documents, and the use, construction, work, development, alteration, addition, or improvement authorized by the permit, shall render the permit null and void.
 - c. Any change, variation or alteration of the application and supporting documents, shall require resubmission to the zoning enforcement officer and the re-issuance of a new zoning compliance permit.
5. All fees due under this ordinance, or under other ordinances or policies of the City for municipal services and development of the work, must be paid in full prior to the issuance of the zoning compliance permit, unless exception is made by the appropriate board authorized to waive or delay the payment of the fees. The applicant shall furnish to the zoning enforcement officer, upon request, a title insurance policy or other acceptable evidence of ownership.
6. The zoning enforcement officer is authorized to prepare and furnish to the public, from time to time forms for application for a zoning compliance permit.
7. The zoning enforcement officer is authorized to affix to the face of any zoning compliance permit any condition authorized by this ordinance or under any discretionary permit issued by any board under this ordinance, or under other ordinances or promulgated policies of the city, pertaining to the use, work or occupancy of the land and premises. Failure to comply with any condition shall render the zoning compliance permit null and void.

- D. Fees for the inspection and issuance of building permits, certificates of occupancy, zoning compliance permits, or copies required or issued under the provisions of this ordinance, may be collected by the city in advance of issuance. The amount of such fees shall be established by resolution of the city council and shall cover the cost of inspection and supervision resulting from the enforcement of this ordinance.

SECTION 22.03. - ENFORCEMENT.

A. Violations.

1. A violation of this ordinance shall be a civil infraction subject to a fine. Increased civil fines will be imposed for repeated violations that occur within a six (6) month period. The civil fine for a first offense is fifty dollars (\$50.00). The civil fine for the first repeat offense is two hundred and fifty dollars (\$250.00). The civil fine for the second repeat offense is five hundred dollars (\$500.00). The city shall also be entitled to equitable relief to abate the violation and to such other relief as may be available to the city pursuant to chapters 83 and 87 of the Michigan Revised Judicature Act, as amended.
2. Each day on which any violation of this ordinance occurs shall constitute a separate offense.

- B. Any building or structure which is erected, altered, or converted, or any use of premises or land which is begun or changed subsequent to the time of passage of this ordinance and is in violation of any of the provisions thereof, is hereby declared to be a public nuisance per se, and may be abated by order of any court of competent jurisdiction.

SECTION 22.04. - PERFORMANCE GUARANTEES.

- A. As a condition of approval of a site plan review, special land use, or planned unit development, the planning commission or zoning enforcement officer, whichever is designated as the approving authority, may require a financial guarantee of sufficient sum to assure the installation of those features or components of the approved activity or construction which are considered necessary to protect the health, safety, and welfare of the public and of users or inhabitants of the proposed development. Such features or components, hereafter referred to as "improvements," may include, but shall not be limited to, streets, curbing, landscaping, fencing, walls, screening, lighting, drainage facilities, sidewalks, driveways, utilities, and similar items.
- B. Performance guarantees shall be processed in the following manner:
1. Prior to the issuance of a certificate of occupancy, the applicant shall submit an itemized estimate of the cost of the required improvements which are subject to the performance guarantee, which shall then be reviewed by the zoning enforcement officer. The amount of the performance guarantee shall be one hundred percent (100%) of the cost of purchasing of materials and installation of the required

improvements, plus the cost of necessary engineering and a reasonable amount for contingencies.

2. The required performance guarantee may be in the form of a cash deposit, certified check, irrevocable bank letter of credit, or surety bond acceptable to the city.
3. Upon receipt of the required performance guarantee, the zoning enforcement officer shall issue a building permit for the subject development or activity, provided it is in compliance with all other applicable provisions of this ordinance and other applicable ordinances of the city.
4. The zoning enforcement officer, upon the written request of the obligor, shall rebate portions of the performance guarantee upon determination that the improvements for which the rebate has been requested have been satisfactorily completed. The portion of the performance guarantee to be rebated shall be in the same amount as stated in the itemized cost estimate for the applicable improvements.
5. When all of the required improvements have been completed, the obligor shall send written notice to the zoning enforcement officer of completion of said improvements. Thereupon, the zoning enforcement officer shall inspect all of the improvements and approve, partially approve, or reject the improvements with a statement of the reasons for any rejections. If partial approval is granted, the cost of the improvement rejected shall be set forth. Where partial approval is granted, the obligor shall be released from liability pursuant to relevant portions of the performance guarantee, except for that portion sufficient to secure completion of the improvements not yet approved.
6. A record of authorized performance guarantees shall be maintained by the zoning enforcement officer.

SECTION 22.05. - ZONING AMENDMENTS

A. Procedure.

1. Written applications for the adoption of a rezoning or amendment to this ordinance may be initiated by:
 - a. any public agency;
 - b. any interested person;
 - c. the planning commission; or
 - d. the city council.
2. If said application is for a rezoning, an "interested person" shall either be the city or the owner of the property which will be considered for the rezoning, or, if not the owner of the property, the applicant shall submit a written statement from the property owner indicating his or her permission to submit such application.
3. Application for a zoning amendment shall consist of:

- a. a written statement from the property owner indicating his or her permission to submit such application, if applicable;
 - b. payment of a fee, as established from time to time by the city council;
 - c. a map clearly showing the property to be considered for the zoning change, including all properties within one quarter (¼) mile of the subject property and the current zoning of all such properties; and
 - d. a legal description of the property to be considered for the zoning change.
4. Following receipt of the completed application, the planning commission shall hold a public hearing. Notice of the public hearing shall be provided pursuant to Section 22.05 of this ordinance and Act 110 of the Public Acts of Michigan of 2006, as amended.
5. Following the public hearing, the planning commission shall forward the application, along with its recommendation, to the city council for a final decision.
6. Review Criteria. In making a decision on a zoning amendment, the planning commission and city council shall consider the following standards:
 - a. if the proposed zoning amendment is consistent with the goals, policies, and future land use map of the city's master plan; or, if conditions have changed significantly since the master plan was adopted, if the zoning amendment is consistent with recent development trends in the area;
 - b. if the zoning amendment is compatible with existing or future land uses in the vicinity; and
 - c. if the site is capable of accommodating all uses allowed by the zoning change, considering existing or planned public infrastructure, including streets, sanitary sewers, storm water, water, sidewalks, and street lighting.
7. The city's decision of a zoning amendment may not be appealed to the board of zoning appeals.

SECTION 22.06. – PUBLIC HEARING AND NOTICE REQUIREMENTS.

- A. Where this ordinance requires the City to provide notice of a public hearing for any decision or action permitted, authorized or required by this ordinance or under Act 110 of the Public Acts of Michigan of 2006, as amended, notice of the public hearing shall be given as follows:
- B. The notice shall be published once, at least fifteen (15) days prior to the date of the public hearing, in a newspaper of general circulation in the city.
- C. Except as provided in subsection E below, a notice of public hearing shall also be mailed or personally delivered to the following persons, at least fifteen (15) days prior to the date of the public hearing:
 1. the applicant;

2. the owner or owners of the subject property;
 3. all persons to whom real property is assessed within three hundred (300) feet of the property that is the subject to the application or request, even if the three hundred (300) feet extends outside of the city's boundaries; and
 4. the occupants of all structures within three hundred (300) feet of the property that is the subject of the application or request, even if the three hundred (300) feet extends outside of the city's boundaries. If the name of the occupant is not known, the term "occupant" may be used in making notification under this subsection.
- D. The notice of public hearing shall include the following information:
1. A description of the nature of the proposed amendment, application or request.
 2. An identification of the property that is the subject of the application or request, if applicable. Except as provided in subsection E below, the notice shall include a listing of all existing street addresses within the property. Street addresses do not need to be created and listed if no such addresses currently exist within the property and another means of identification of the property shall be used.
 3. When and where the application or request will be considered.
 4. When and where written comments will be received concerning the application or request.
- E. When a proposed zoning amendment involves the text of the Zoning Ordinance or if a rezoning involves eleven (11) or more adjacent properties, or when a petition to the board of zoning appeals involves an interpretation of the Zoning Ordinance or an appeal of an administrative decision that does not involve a specific parcel, the mailing or delivery requirements of subsections C(2), C(3) and C(4), of this section are not required, and the listing of individual property addresses under subsection D(2) is not required.
- F. With respect to a zoning ordinance amendment, including rezoning of property, the notice shall be given by first-class mail to each electric, gas, and pipeline public utility company, each telecommunication service provider, each railroad operating within the district or zone affected, and the airport manager of each airport, that registers its name and mailing address with the city for the purpose of receiving the notice of public hearing.
- G. After providing the notice required under this section and without further notice, except that as required under the Act 267 of the Public Acts of Michigan of 1976, as amended, the body holding the public hearing may adjourn from time to time a duly called public hearing by passing a motion specifying the time, date, and place of the continued public hearing.

SECTION 22.07. FEES AND APPLICANT ESCROW ACCOUNTS

- A. The city council may establish, fees for appeals, application for amendments, special uses, site plan reviews, zoning compliance permits, signs, and other matters pertaining to this ordinance. The schedule of fees shall be posted in city hall and may be altered only by resolution of the city council. Until all applicable fees, charges and expenses have been paid in full, no permits shall be issued related to any application or appeal.
- B. If the planning commission or board of zoning appeals determines that the basic fees provided under subsection A above will not cover the actual costs of the application review or appeal, or if the planning commission or board of zoning appeals determines that review of the application and/or participation in the review process or appeal by qualified professional planners, engineers, attorneys, or other professionals is necessary, then the planning commission or board of zoning appeals may require the applicant to deposit with the city treasurer such additional fees in an amount sufficient to cover the estimated additional costs.
- C. These additional fees shall be held in escrow in the applicant's name and shall be used solely to pay these additional costs. If the amount held in escrow becomes less than ten percent (10%) of the initial escrow deposit or less than ten percent (10%) of the latest additional escrow deposit and review of the application or decision on the appeal is not completed, then the zoning enforcement officer may require the applicant to deposit additional fees into escrow in an amount determined by the zoning enforcement officer to be equal to the estimated costs to complete the review or decide the appeal. Failure of the applicant to make any escrow deposit required under this ordinance shall be deemed to make the application incomplete or the appeal procedurally defective thereby justifying the denial of the application or the dismissal of the appeal. Any unexpended funds held in escrow shall be returned to the applicant following final action on the application or the final decision on the appeal. Any actual costs incurred by the city in excess of the amount held in escrow shall be billed to the applicant and shall be paid by the applicant prior to the issuance of any permit or the release of a final decision on an appeal.

Section 2. Publication. After its adoption, the City Clerk shall publish this ordinance or a summary thereof, as permitted by law, along with its date of adoption in the *Lowell Ledger*, a newspaper of general circulation in the City, at least ten (10) days before its effective date.

Section 3. Effective Date. This ordinance shall take effect ten (10) days after it, or a summary thereof, as permitted by law, along with the date of its adoption, is published in the *Lowell Ledger*, a newspaper of general circulation in the City.

YEAS: Councilmembers _____

NAYS : Councilmembers _____

ABSTAIN: Councilmembers _____

ABSENT: Councilmembers _____

ORDINANCE DECLARED ADOPTED.

Dated: January 16, 2018

Susan Ullery
City Clerk

CERTIFICATION

I, the undersigned City Clerk of the City of Lowell, Michigan (the "City"), certify that the above ordinance is a true and complete copy of an ordinance adopted at a regular meeting of the Lowell City Council held on January 16, 2018, pursuant to notice given in compliance with Act 267 of the Public Acts of Michigan of 1976, as amended, and notice of its adoption, including a summary of its contents and its effective date, was published in the *Lowell Ledger*, on _____, 2018. I further certify that the above ordinance was entered into the Ordinance Book of the City on _____, 2018, and was effective _____, 2016, ten (10) days after publication.

Dated: January 16, 2018

Susan Ullery
City Clerk

GRAPIDS 60857-994 484108v4

As recommended by the planning commission

CHAPTER 22. - ADMINISTRATION AND ENFORCEMENT

SECTION 22.01. - ZONING ENFORCEMENT OFFICER.

A. Authority. Except where herein otherwise stated, the provisions of this ordinance shall be administered by the zoning enforcement officer, or such other official or officials as may be designated by the city council. The zoning enforcement officer shall have the power to:

1. ~~i~~Issue certificates of occupancy;
2. ~~m~~Make inspections of buildings and premises necessary to carry out the duties of administration and enforcement of this ordinance;
3. ~~i~~Issue and serve appearance tickets on any person with respect to any violation of this ordinance where there is reasonable cause to believe that the person has committed such an offense;
4. ~~M~~aintain and safely keep copies of all plans other than for single-family dwellings and fees submitted with such application, and the same shall form a part of the records of his office and shall be available to the council and all other officials of the city.
5. ~~P~~perform such other functions necessary and proper to enforce and administer the provisions of this ordinance.

(Ord. No. 95-06, § 1, 12-27-95)

SECTION 22.02. - PERMITS.

A. Building permits.

1. No building, structure, or commercial sign shall be erected, altered, moved, or substantially repaired unless a building permit shall have been first issued for such work.
2. No building permit shall be issued for the erection, alteration, or use of any building or structure or for the use of any land which is not in accordance with all provisions of this ordinance.
3. The holder of every building permit for the construction, erection, alteration, repair, or moving of any building or structure shall notify the building inspector immediately upon completion of the work authorized by the permit for a final inspection.

B. Certificate of occupancy.

1. No vacant land shall be used and no existing use of land shall be changed to a different class of use unless a certificate of occupancy is first obtained for the new or different use.

As recommended by the planning commission

2. No building or structure which is hereafter erected or altered shall be occupied or used unless and until a certificate of occupancy shall have been issued for such building or structure.
3. Certificates of occupancy, as required by the currently adopted Building Code for the ~~city~~City of Lowell, shall also constitute certification of compliance with the zoning ordinance.
4. A record of all certificates of occupancy issued shall be kept on file in the office of the zoning enforcement officer and copies shall be furnished upon request to any person owning or renting the property which is the subject of the Certificate.
5. Applications for certificates of occupancy shall be made in writing to the building inspector on a form furnished by the ~~City of Lowell~~city. Certificates shall be issued within ten (10) days after receipt of such application if the building or structure or use of land is in accordance with the provisions of this ordinance and the other applicable ordinances of the ~~city~~City of Lowell.

C. Zoning Compliance Permits.

1. No permit or approval shall be issued for any use, building, construction, work, alteration, addition, or improvement to land or land division, until a zoning compliance permit has been issued by the zoning enforcement officer under the terms and provisions of this ordinance.
2. The issuance of any other approval or certification of a site plan, variance, special land use permit, planned unit development, or other discretionary permit by any board or body under this ordinance, shall not supersede or lessen compliance with this ordinance and that any use, development, construction, improvement or work allowed under the discretionary permit, shall in all cases be further conditioned on compliance with this ordinance and shall not be allowed until the issuance of the zoning compliance permit in accordance with this chapter.
3. An application for a zoning compliance permit shall be signed by the owner of the land, or the owner's duly authorized agent and be accompanied by a site plan, where required under other provisions of this ordinance, or a drawing, that provides the following information:
 - a. scale, date and north point;
 - b. location, shape and dimensions of the lot;
 - c. legal description, tax parcel number and address of the lot;
 - d. location, outline and dimensions of all existing and proposed structures and the location and extent of all uses not involving structures;
 - e. a clear description of existing and intended uses of all structures, and;
 - f. additional information as required by the zoning enforcement officer for purposes of determining compliance with this ordinance;

As recommended by the planning commission

4. A zoning compliance permit shall be signed and issued by the zoning enforcement officer.
 - a. The application and all supporting documentation shall be considered a part of the permit.
 - b. Any alteration, false statement, change or other variation between the application and its supporting documents, and the use, construction, work, development, alteration, addition, or improvement authorized by the permit, shall render the permit null and void.
 - c. Any change, variation or alteration of the application and supporting documents, shall require resubmission to the zoning enforcement officer and the re-issuance of a new zoning compliance permit.
5. All fees due under this ordinance, or under other ordinances or policies of the city for municipal services and development of the work, must be paid in full prior to the issuance of the zoning compliance permit, unless exception is made by the appropriate board authorized to waive or delay the payment of the fees. The applicant shall furnish to the zoning enforcement officer, upon request, a title insurance policy or other acceptable evidence of ownership.
6. The zoning enforcement officer is authorized to prepare and furnish to the public, from time to time forms for application for a zoning compliance permit.
7. The zoning enforcement officer is authorized to affix to the face of any zoning compliance permit any condition authorized by this ordinance or under any discretionary permit issued by any board under this ordinance, or under other ordinances or promulgated policies of the city, pertaining to the use, work or occupancy of the land and premises. Failure to comply with any condition shall render the zoning compliance permit null and void.

G.D. Fees for the inspection and issuance of building permits, certificates of occupancy, zoning compliance permits, or copies required or issued under the provisions of this ordinance, may be collected by the city in advance of issuance. The amount of such fees shall be established by resolution of the city council and shall cover the cost of inspection and supervision resulting from the enforcement of this ordinance.

(Ord. No. 95-06, § 1, 12-27-95)

SECTION 22.03. - ENFORCEMENT.

A. Violations.

1. A violation of this ordinance shall be a civil infraction subject to a fine. Increased civil fines will be imposed for repeated violations that occur within a six (6) month period. The civil fine for a first offense is fifty dollars (\$50.00). The civil fine for the first repeat offense is two hundred and fifty dollars (\$250.00). The civil fine for the second repeat offense is five hundred dollars (\$500.00). The city shall also be entitled to equitable relief to abate the violation and to such other relief as may be available to the city

As recommended by the planning commission

pursuant to chapters 83 and 87 of the Michigan Revised Judicature Act, as amended.

2. Each day on which any violation of this ordinance occurs shall constitute a separate offense.
- B. Any building or structure which is erected, altered, or converted, or any use of premises or land which is begun or changed subsequent to the time of passage of this ordinance and is in violation of any of the provisions thereof, is hereby declared to be a public nuisance per se, and may be abated by order of any court of competent jurisdiction.

SECTION 22.04. - PERFORMANCE GUARANTEES.

- A. As a condition of approval of a site plan review, special land use, or planned unit development, the planning commission or zoning enforcement officer, whichever is designated as the approving authority, may require a financial guarantee of sufficient sum to assure the installation of those features or components of the approved activity or construction which are considered necessary to protect the health, safety, and welfare of the public and of users or inhabitants of the proposed development. Such features or components, hereafter referred to as "improvements," may include, but shall not be limited to, streets, curbing, landscaping, fencing, walls, screening, lighting, drainage facilities, sidewalks, driveways, utilities, and similar items.
- B. Performance guarantees shall be processed in the following manner:
1. Prior to the issuance of a certificate of occupancy, the applicant shall submit an itemized estimate of the cost of the required improvements which are subject to the performance guarantee, which shall then be reviewed by the zoning enforcement officer. The amount of the performance guarantee shall be one hundred ~~(100)~~ percent (100%) of the cost of purchasing of materials and installation of the required improvements, plus the cost of necessary engineering and a reasonable amount for contingencies.
 2. The required performance guarantee may be in the form of a cash deposit, certified check, irrevocable bank letter of credit, or surety bond acceptable to the city.
 3. Upon receipt of the required performance guarantee, the zoning enforcement officer shall issue a building permit for the subject development or activity, provided it is in compliance with all other applicable provisions of this ordinance and other applicable ordinances of the city.
 4. The zoning enforcement officer, upon the written request of the obliger, shall rebate portions of the performance guarantee upon determination that the improvements for which the rebate has been requested have been satisfactorily completed. The portion of the performance guarantee to be rebated shall be in the same amount as stated in the itemized cost estimate for the applicable improvements.
 5. When all of the required improvements have been completed, the obliger shall send written notice to the zoning enforcement officer of completion of said improvements.

As recommended by the planning commission

Thereupon, the zoning enforcement officer shall inspect all of the improvements and approve, partially approve, or reject the improvements with a statement of the reasons for any rejections. If partial approval is granted, the cost of the improvement rejected shall be set forth. Where partial approval is granted, the obliger shall be released from liability pursuant to relevant portions of the performance guarantee, except for that portion sufficient to secure completion of the improvements not yet approved.

6. A record of authorized performance guarantees shall be maintained by the zoning enforcement officer.

(Ord. No. 95-06, § 1, 12-27-95)

SECTION 22.0405. - ~~ADOPTION AND ZONING~~ AMENDMENTS.

A. Procedure.

1. Written applications for the adoption of a ~~zoning change~~rezoning or amendment to this Ordinance may be initiated by:
 - a. ~~Any any~~ public agency;
 - b. ~~Any any~~ interested person;
 - c. ~~The the~~ planning commission; or
 - d. ~~The the~~ city council.
2. If said application is for a ~~rezoning change~~, an "interested person" shall either be the ~~city or the~~ owner of the property which will be considered for the ~~rezoning change~~, or, if not the owner of the property, the applicant shall submit a written statement from the property owner indicating his or her permission to submit such application.
3. Application for a zoning ~~change amendment~~ shall consist of:
 - a. ~~aA~~ written statement from the property owner indicating his or her permission to submit such application, if applicable~~;~~
 - b. ~~pP~~ayment of a fee, as established from time to time by the city council~~;~~
 - c. ~~aA~~ map clearly showing the property to be considered for the zoning change, including all properties within one quarter (¼) mile of the subject property and the current zoning of all such properties, ~~and~~
 - d. ~~aA~~ legal description of the property to be considered for the zoning change.
4. Following receipt of the completed application, the planning commission shall hold a public hearing. Notice of the public hearing shall be provided pursuant to Section 22.05 of this ordinance and Act 110 of the Public Acts of 2006, as amended.
5. Following the public hearing, the planning commission shall forward the application, along with its recommendation, to the city council for a final decision.

As recommended by the planning commission

6. Review Criteria. In making a decision on a zoning amendment, the planning commission and city council shall consider the following standards:
 - a. if the proposed zoning amendment is consistent with the goals, policies, and future land use map of the city's master plan; or, if conditions have changed significantly since the master plan was adopted, if the zoning amendment is consistent with recent development trends in the area;
 - b. if the zoning amendment is compatible with existing or future land uses in the vicinity; and
 - c. if the site is capable of accommodating all uses allowed by the zoning change, considering existing or planned public infrastructure, including streets, sanitary sewers, storm water, water, sidewalks, and street lighting.
7. The city's decision of a zoning amendment may not be appealed to the board of zoning appeals.

SECTION 22.06. – PUBLIC HEARING AND NOTICE REQUIREMENTS.

- A. Where this ordinance requires the city to provide notice of a public hearing for any decision or ACTION permitted, authorized or required by this ordinance or under Act 110 of the Public Acts of Michigan of 2006, as amended, notice of the public hearing shall be given as follows:
- B. The notice shall be published once, at least fifteen (15) days prior to the date of the public hearing, in a newspaper of general circulation in the city.
- C. Except as provided in subsection E below, a notice of public hearing shall also be mailed or personally delivered to the following persons, at least fifteen (15) days prior to the date of the public hearing:
 1. the applicant;
 2. the owner or owners of the subject property;
 3. all persons to whom real property is assessed within three hundred (300) feet of the property that is the subject to the application or request, even if the three hundred (300) feet extends outside of the city's boundaries; and
 4. the occupants of all structures within three hundred (300) feet of the property that is the subject of the application or request, even if the three hundred (300) feet extends outside of the city's boundaries. If the name of the occupant is not known, the term "occupant" may be used in making notification under this subsection.
- D. The notice of public hearing shall include the following information:
 1. a description of the nature of the proposed amendment, application or request.
 2. an identification of the property that is the subject of the application or request, if applicable. Except as provided in subsection E below, the notice shall include a listing of all existing street addresses within the property. Street addresses do not

As recommended by the planning commission

need to be created and listed if no such addresses currently exist within the property and another means of identification of the property shall be used.

3. when and where the application or request will be considered.

4. when and where written comments will be received concerning the application or request.

E. When a proposed zoning amendment involves the text of the Zoning Ordinance or if a rezoning involves eleven (11) or more adjacent properties, or when a petition to the board of zoning appeals involves an interpretation of the Zoning Ordinance or an appeal of an administrative decision that does not involve a specific parcel, the mailing or delivery requirements of subsections C(2), C(3) and C(4), of this section are not required, and the listing of individual property addresses under subsection D(2) is not required.

F. With respect to a zoning ordinance amendment, including rezoning of property, the notice shall be given by first-class mail to each electric, gas, and pipeline public utility company, each telecommunication service provider, each railroad operating within the district or zone affected, and the airport manager of each airport, that registers its name and mailing address with the city for the purpose of receiving the notice of public hearing.

G. After providing the notice required under this section and without further notice, except that as required under Act 267 of the Public Acts of Michigan of 1976, as amended, the body holding the public hearing may adjourn from time to time a duly called public hearing by passing a motion specifying the time, date, and place of the continued public hearing.

SECTION 22.07. FEES AND APPLICANT ESCROW ACCOUNTS

A. The city council may establish, fees for appeals, application for amendments, special uses, site plan reviews, zoning compliance permits, signs, and other matters pertaining to this ordinance. The schedule of fees shall be posted in city hall and may be altered only by resolution of the city council. Until all applicable fees, charges and expenses have been paid in full, no permits shall be issued related to any application or appeal.

B. If the planning commission or board of zoning appeals determines that the basic fees provided under subsection A above will not cover the actual costs of the application review or appeal, or if the planning commission or board of zoning appeals determines that review of the application and/or participation in the review process or appeal by qualified professional planners, engineers, attorneys, or other professionals is necessary, then the planning commission or board of zoning appeals may require the applicant to deposit with the city treasurer such additional fees in an amount sufficient to cover the estimated additional costs.

C. These additional fees shall be held in escrow in the applicant's name and shall be used solely to pay these additional costs. If the amount held in escrow becomes less than ten

As recommended by the planning commission

percent (10%) of the initial escrow deposit or less than ten percent (10%) of the latest additional escrow deposit and review of the application or decision on the appeal is not completed, then the zoning enforcement officer may require the applicant to deposit additional fees into escrow in an amount determined by the zoning enforcement officer to be equal to the estimated costs to complete the review or decide the appeal. Failure of the applicant to make any escrow deposit required under this ordinance shall be deemed to make the application incomplete or the appeal procedurally defective thereby justifying the denial of the application or the dismissal of the appeal. Any unexpended funds held in escrow shall be returned to the applicant following final action on the application or the final decision on the appeal. Any actual costs incurred by the city in excess of the amount held in escrow shall be billed to the applicant and shall be paid by the applicant prior to the issuance of any permit or the release of a final decision on an appeal.

~~SECTION 22.05. -- EFFECTIVE DATE.~~

~~Public hearing having been held hereon, the provisions of this ordinance are hereby adopted, and this ordinance shall take effect on the 26th day of January, 1996.~~

~~(Ord. No. 95-06, § 1, 12-27-95)~~

~~SECTION 22.06. -- REPEAL OF PRIOR ORDINANCE.~~

~~The zoning ordinance adopted by the City of Lowell, known as Ordinance No. 87, and all amendments thereto, are hereby repealed. The repeal does not affect any act done or offense committed, or any liability, penalty, forfeiture, or punishment acquired thereunder.~~

**CITY OF LOWELL
KENT COUNTY, MICHIGAN**

ORDINANCE NO. 18-02

AN ORDINANCE TO AMEND SECTION 2.03, "DEFINITIONS-B," AND SECTION 2.19, "DEFINITIONS-S," OF CHAPTER 2, "DEFINITIONS," SECTION 5.03, "SPECIAL LAND USES" OF CHAPTER 5, "SR – SUBURBAN RESIDENTIAL DISTRICT," SECTION 6.03 "SPECIAL LAND USES" OF CHAPTER 6 "R-1 RESIDENTIAL DISTRICT," SECTION 11.03 "SPECIAL LAND USES" OF CHAPTER 11 "C-2 CENTRAL BUSINESS DISTRICT," AND SECTION 17.04, "SITE DESIGN STANDARDS" OF CHAPTER 17, "SPECIAL LAND USES" OF APPENDIX A, "ZONING," OF THE CODE OF ORDINANCES OF THE CITY OF LOWELL

Councilmember _____, supported by Councilmember _____,

moved the adoption of the following ordinance:

THE CITY OF LOWELL ORDAINS:

Section 1. Amendment to Section 2.03 of Chapter 2. Section 2.03, "Definitions-B," of Chapter 2, "Definitions," of Appendix A, "Zoning," of the Code of Ordinance of the City of Lowell is amended by amending the following definition:

Bed and breakfast establishment. A house, or portion thereof, containing the principal residence of the operator, where short-term lodging rooms and meals are provided as a commercial operation, but this definition does not include short-term rentals as defined by this ordinance.

Section 2. Amendment to Section 2.19 of Chapter 2. Section 2.19, "Definitions-S," of Chapter 2, "Definitions," of Appendix A, "Zoning," of the Code of Ordinance of the City of Lowell is amended by adding the following definition:

Short-term rental. The rental or subletting of any dwelling for a term of thirty (30) days or less, but the definition does not include the use of campgrounds, hotel rooms, bed and breakfast establishments, transitional housing operated by a non-profit entity, group homes such as nursing homes and adult foster care homes, hospitals, or housing provided by a substance abuse rehabilitation clinic, mental-health facility, or other health-care related clinic.

Section 3. Amendment to Section 5.03 of Chapter 5. Section 5.03, "Special Land Uses," of Chapter 5, "SR – Suburban Residential District," of Appendix A, "Zoning," of the Code

of Ordinances of the City of Lowell is amended to include the following subsection K, which reads as follows:

K. *Short-Term Rental*

Section 4. Amendment of Section 6.03 of Chapter 6. Section 6.03, "Special Land Uses," of Chapter 6, "R-1 Residential District," of Appendix A, "Zoning," of the Code of Ordinances of the City of Lowell is amended to include the following subsection H, which reads as follows:

H. *Short-Term Rental*

Section 5. Amendment of Section 11.03 of Chapter 11. Section 11.03, "Special Land Uses," of Chapter 11, "C-2 Central Business District," of Appendix A, "Zoning," of the Code of Ordinances of the City of Lowell is amended to include the following subsection H, which reads as follows:

H. *Short-Term Rental*

Section 6. Amendment to Section 17.04 of Chapter 17. Section 17.04, "Site Design Standards," of Chapter 17, "Special Land Uses," of Appendix A, "Zoning," of the Code of Ordinances of the City of Lowell is amended to include the following subsection EE, which reads as follows:

EE. *Short-Term Rental*

1. Exemptions: Any member of a family, as well as that family member's guests, may occupy a dwelling as long as that family member's family owns the dwelling. Also exempted are family guests, exchange students, visitors, medical caregivers, and child caregivers, without remuneration to the owner.
2. A short-term rental is permitted with special land use approval only in the SR, R-1 and C-2 districts.
3. A short-term rental shall require a minimum stay of three (3) days and the duration of a stay shall not exceed thirty (30) days.
4. A short-term rental shall meet the dimensional requirements for the zone district in which it is located.
5. The maximum occupancy for a short-term rental is two (2) guests per bedroom, but in no case shall occupancy exceed fifteen (15) guests per dwelling. The planning commission

may permit additional occupancy, up to two (2) additional guests per finished floor, if all of the following requirements are determined to be met:

- a. the short-term rental affords sufficient visual privacy and/or screening from adjacent residential properties;
 - b. the short-term rental is located on a lot of two (2) or more acres; and
 - c. the short-term rental provides sufficient off-street parking to accommodate the additional vehicles.
6. One (1) off-street parking space shall be provided for each bedroom. Except for short-term rentals in the C-2 zone district, all parking shall be off-street and provided on the lot where the short-term rental is located.
 7. A host shall notify, in writing, the fire department and police department of the dates and number of guests for each unique stay.
 8. A host shall provide the city with a 24-hour telephone number with which the host or host's agent can be reached in case of emergency and/or an enforcement matter.
 9. A host shall provide an in-unit notice in a conspicuous place that includes the property address, a 24-hour telephone number with which the host or host's agent can be reached, all applicable rules and ordinances related to the short-term rental, and the maximum occupancy of the dwelling unit as permitted by this subsection.
 10. Short-term rentals shall be conducted in a manner that is consistent with the customary use of a single-family dwelling. The unit shall provide safe, reasonable, and adequate sleeping arrangements in traditional bedrooms with proper egress or as consistent with law. The use of campers, tents or similar arrangements to provide additional occupancy on the premises is prohibited.
 11. Occupants shall not encroach on neighboring properties.
 12. The host shall provide sufficient waste receptacles substantially screened from view; and the premises shall be maintained free of debris and unwholesome substances. Garbage must be kept in a closed container and disposed of on a regular weekly schedule.
 13. The appearance of the short-term rental shall not conflict with the residential character of the neighborhood. The dwelling shall be properly maintained pursuant to all applicable laws, rules and regulations, and kept in good repair so that the use in no way detracts from the general appearance of the neighborhood.
 14. The host or host's agent must be available to accept telephone calls at all times that the short-term rental is rented. The host or host's agent must have a key to the unit and be capable of being physically present at the unit within sixty (60) minutes to address issues, unless arrangements are made for a substitute person to address issues within the same timeframe.

Section 7. Publication. After its adoption, the City Clerk shall publish this ordinance or a summary thereof, as permitted by law, along with its date of adoption in the *Lowell Ledger*, a newspaper of general circulation in the City, at least ten (10) days before its effective date.

Section 8. Effective Date. This ordinance shall take effect ten (10) days after it, or a summary thereof, as permitted by law, along with the date of its adoption, is published in the *Lowell Ledger*, a newspaper of general circulation in the City.

YES: Councilmembers _____

NO: Councilmembers _____

ABSTAIN: Councilmembers _____

ABSENT: Councilmembers _____

ORDINANCE DECLARED ADOPTED.

Dated: January 16, 2018

Susan Ullery
City Clerk

CERTIFICATION

I, the undersigned City Clerk of the City of Lowell, Michigan (the "City"), certify that the above ordinance is a true and complete copy of an ordinance adopted at a regular meeting of the Lowell City Council held on January 16 2018, pursuant to notice given in compliance with Act 267 of the Public Acts of Michigan of 1976, as amended, and notice of its adoption, including a summary of its contents and its effective date, was published in the *Lowell Ledger*, on _____, 2018. I further certify that the above ordinance was entered into the Ordinance Book of the City on _____, 2018, and was effective _____, 2018, ten (10) days after publication.

Dated: January 16, 2018

Susan Ullery
City Clerk

GRAPIDS 60857-994 484103v3



LOWELL CITY ADMINISTRATION
INTER OFFICE MEMORANDUM

DATE: February 16, 2018

TO: Mike Burns
City Manager

FROM: Rich LaBombard
Assistant City Manager *ZML*

RE: Resolution 06-18
Adoption of Five-Year Recreation Plan

The Parks and Recreation Commission have been engaged in updating the Recreation Master Plan over the past year, they have sought public for input on the plan, and have provided a draft copy for the public to review and comment. The Parks and Recreation Commission have made a recommendation to City Council in support of the updated plan as well. And now, the final step in the process to update the City's five-year Recreation Master Plan is to hold a public hearing followed by adoption of the plan.

Andy Moore from Williams and Works will be here to answer any questions about the plan or the process.

I recommend Resolution No. 06-18 to adopt the Recreation Master Plan for the period of 2018 through 2022 following the public hearing if there are no objections.

**CITY OF LOWELL
KENT COUNTY, MICHIGAN**

Resolution No. 06-18

At a regular meeting of the Lowell City Council held at the Lowell City Hall on the February 20, 2018, at 7:00 PM, the following resolution was offered by Councilmember _____ and supported by Councilmember _____:

**A RESOLUTION TO ADOPT A NEW FIVE-YEAR PARKS AND
RECREATION PLAN**

WHEREAS, the City of Lowell Recreation Commission has engaged the process to develop a new Five-Year Recreation Plan, which describes pertinent features, recreation facilities, policies and desired implementation to improve recreational offerings in the community during the period between 2018 through 2022; and

WHEREAS, the City of Lowell conducted a survey of its residents prior to the development of the Plan, enabling citizens and stakeholders to express opinions and needs, ask questions, offer advice, and discuss all aspects of parks and recreation; and

WHEREAS, the City of Lowell has prepared the Five-Year Recreation Plan for the benefit of the entire community and to meet the recreation needs of residents as expressed during the public input session; and

WHEREAS, a notice was published indicating that the Plan was published in two locations and offered for a period of at least 30 days for public comment and review; and

WHEREAS, the City of Lowell Parks and Recreation Commission has, by resolution, respectfully recommended approval of the draft Recreation Plan to the Lowell City Council; and

WHEREAS, the Lowell City Council held a public hearing on the Five-Year Recreation Plan on today's date.

NOW, THEREFORE BE IT RESOLVED, the Lowell City Council hereby adopts the Five-Year Recreation Plan as a guideline for improving recreation for the residents and visitors of the community.

Yeas: _____

Nays: _____

Absent: _____

CERTIFICATION

I, Susan Ullery, Lowell City Clerk, hereby certify that the foregoing is a true and original copy of the resolution adopted by the Lowell City Council Regular Meeting held on February 20, 2018 at 7:00 PM.

Susan Ullery
City Clerk



CITY OF LOWELL

2018-2022 Recreation Master Plan

Adopted: [month] [day], 2018

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ACKNOWLEDGMENTS

The 2018-2022 Lowell Recreation Plan involved significant effort of staff, consultants, and public participation including continuous feedback from Councils and Commissions, stakeholders, and citizens of the community. Without this support, completion of this plan would not have been possible.

CITY COUNCIL

Mike DeVore, Mayor
Greg Canfield, Mayor Pro Tem
Marty Chambers, Councilmember
Jeff Phillips, Councilmember
Jim Salzwedel, Councilmember

PARKS & RECREATION COMMISSION

Perry Beachum, Chair
Susan Pomper
Paula Mierendorf
Nancy Anderson
Greg Canfield

CONSULTANT

williams&works
engineers | surveyors | planners

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LIST OF MAPS

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The background image is a photograph of a sunset or sunrise. A bright, glowing sun is partially obscured by dark, silhouetted clouds on the left side of the frame. The light from the sun reflects on the surface of a body of water, creating a shimmering path of light. In the foreground, there are tall, thin blades of grass or reeds, some of which are in focus and others blurred, adding texture to the scene. The overall color palette is dominated by warm tones of orange, yellow, and brown.

CHAPTER 1

INTRODUCTION

A modern definition of recreation is “refreshment of strength and spirits after work.” Governmental bodies, at all levels, have recognized the importance of recreation to the quality of life and the physical and mental health of their citizens. This recognition has been manifested in the development of National, State and local park systems, public trails, preservation of wild areas, and opening of Government-owned lands to public recreation.

According to the National Recreation and Park Association, parks and recreation:

- » Enhance the human potential through the provision of facilities, services, and programs that meet human emotional, social, and physical needs.
- » Articulate environmental values through ecologically responsible management and environmental education programs.
- » Promote individual and community wellness to enhance the quality of life for all citizens.

Recreation planning is an exercise engaged in by local and state governments to anticipate change, promote needed change, and to control or direct recreational development in a way that benefits the entire community. It has the aim of harmonizing the available recreational resources and activities with the social, environmental, aesthetic, cultural, political, and economic requirements of the jurisdiction.

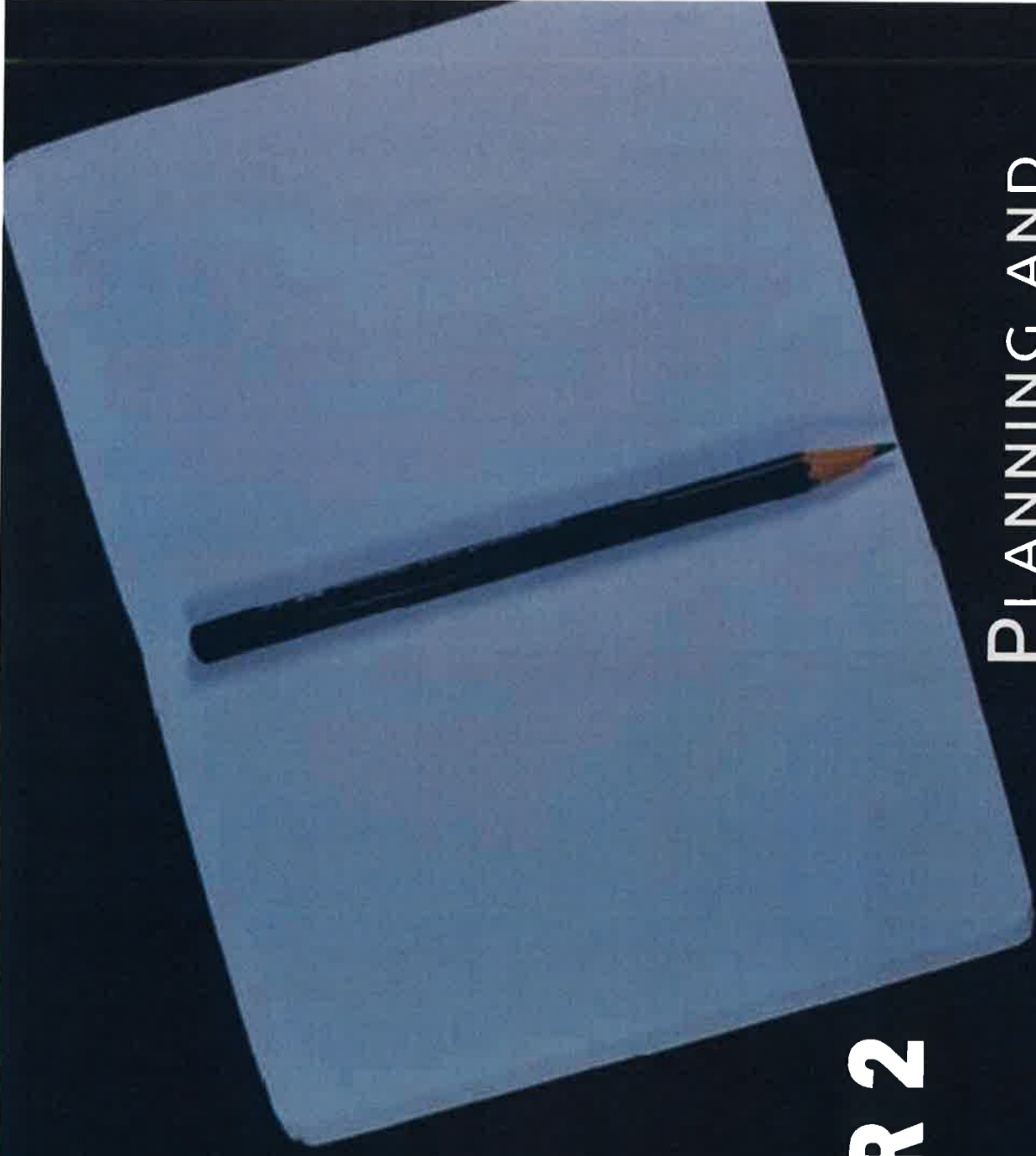
The purpose of the City of Lowell Recreation Plan is to provide a policy and decision-making guide regarding future recreational development within City. Key planning issues are revealed, a clear set of goals and policies are outlined, and specific implementation projects are identified.

The contents of this plan were developed based on guidance from the City of Lowell Parks and Recreation Commission and an inventory of the existing resources in the area. In addition, information was utilized from the Kent County Recreation Plan and the City of Lowell Master Plan.

The plan is intended to be frequently consulted. It will be in effect for five years, through 2022. Under the Department of Natural Resources requirements, the plan will need to be updated at that time.

CHAPTER 2

PLANNING AND
PUBLIC INPUT PROCESS



The 2018-2022 Parks and Recreation Plan is an update to the plan adopted in 2008, so a significant amount of original research was not necessary, although much of the information in the 'Community Description' and 'Recreation Inventory' was reviewed and updated as needed.

This plan was reviewed during several public meetings held by the City of Lowell Parks & Recreation Commission and was formally approved at their January 17, 2018 meeting along with a recommendation to the City Council for final adoption of the plan. The work to update the City of Lowell Parks and Recreation Plan concluded with a public hearing held before the City Council on February 20, 2018 at which time the plan was adopted by the City Council.

PUBLIC INPUT

The City of Lowell's Parks & Recreation Commission coordinated the overall planning process. The Parks & Recreation Commission meets every third Tuesday and receives input from the community on a regular basis regarding the existing recreation facilities.

An online community survey was the primary medium used to solicit public input for this Plan, aside from the public hearing. The survey was hosted online using Survey Monkey and contained 21 questions regarding parks and recreation facilities and programming. Approximately 74 residents and 47 non-residents completed the survey, which was available for about six weeks during March and April 2017. To maximize participation, the City kept some printed copies of the survey at City Hall for individuals who did not have internet access.

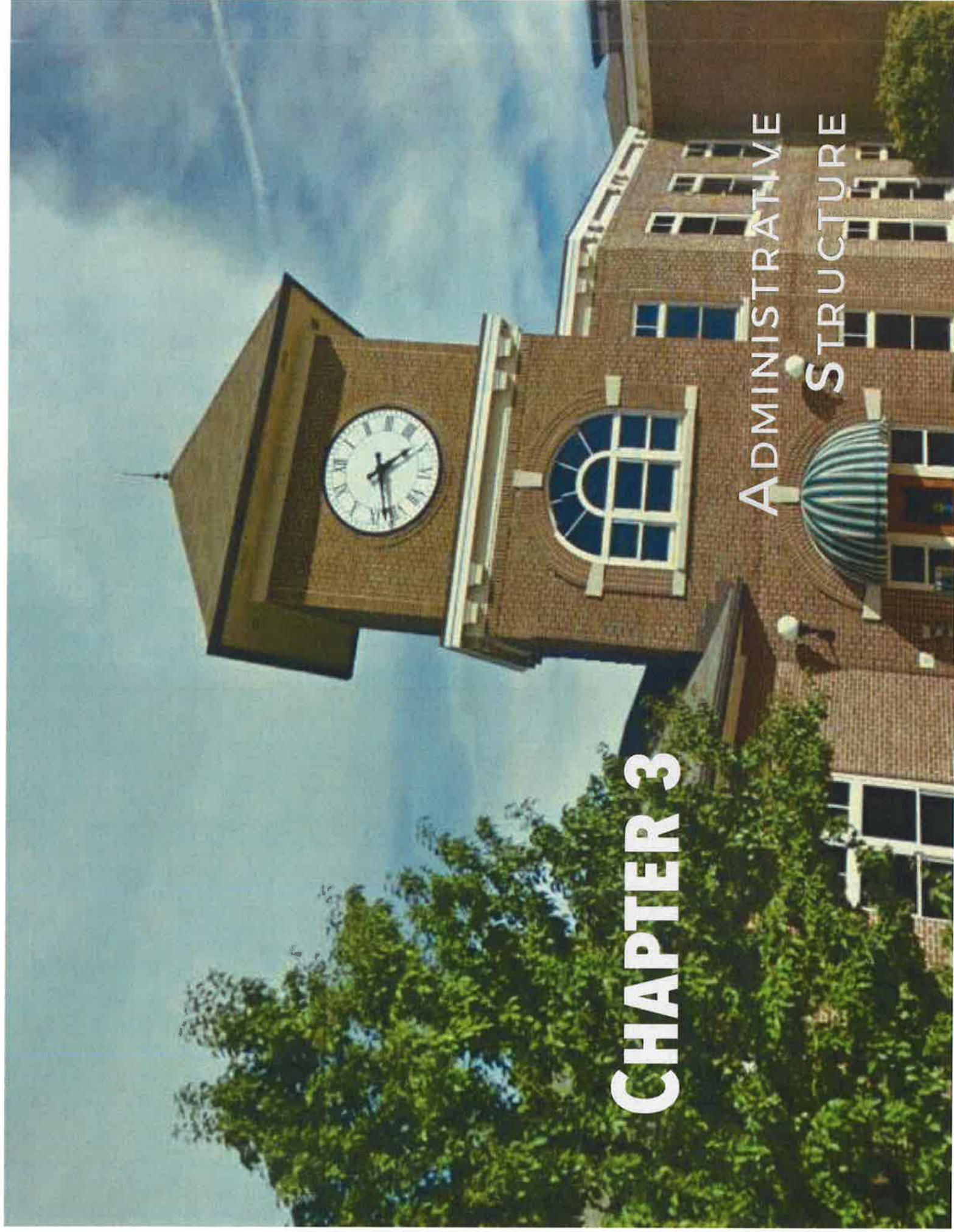
The results of the survey were compiled into an analysis document and were considered by the Parks and Recreation Commission as they reviewed the Goals & Objectives and Action Program of this Plan. The survey report is presented in Appendix 1.

MDNR REQUIREMENTS

The Recreation Plan for the City of Lowell was last revised in 2010. This 2018 update addresses the existing and future recreation needs of the community and the meets the requirements of the Michigan Department of Natural Resources.

CHAPTER 3

ADMINISTRATIVE STRUCTURE



In order for the City of Lowell to have a parks and recreation program that operates smoothly, a chain of command needs to exist. The residents elect a City Council, which provides the direction the City will take and represents the City's residents. The City's day-to-day operations are performed by a full team including the City Manager, Clerk, Treasurer, Department of Public Works Director and a full support staff of City employees. Police and fire services are provided through the City of Lowell.

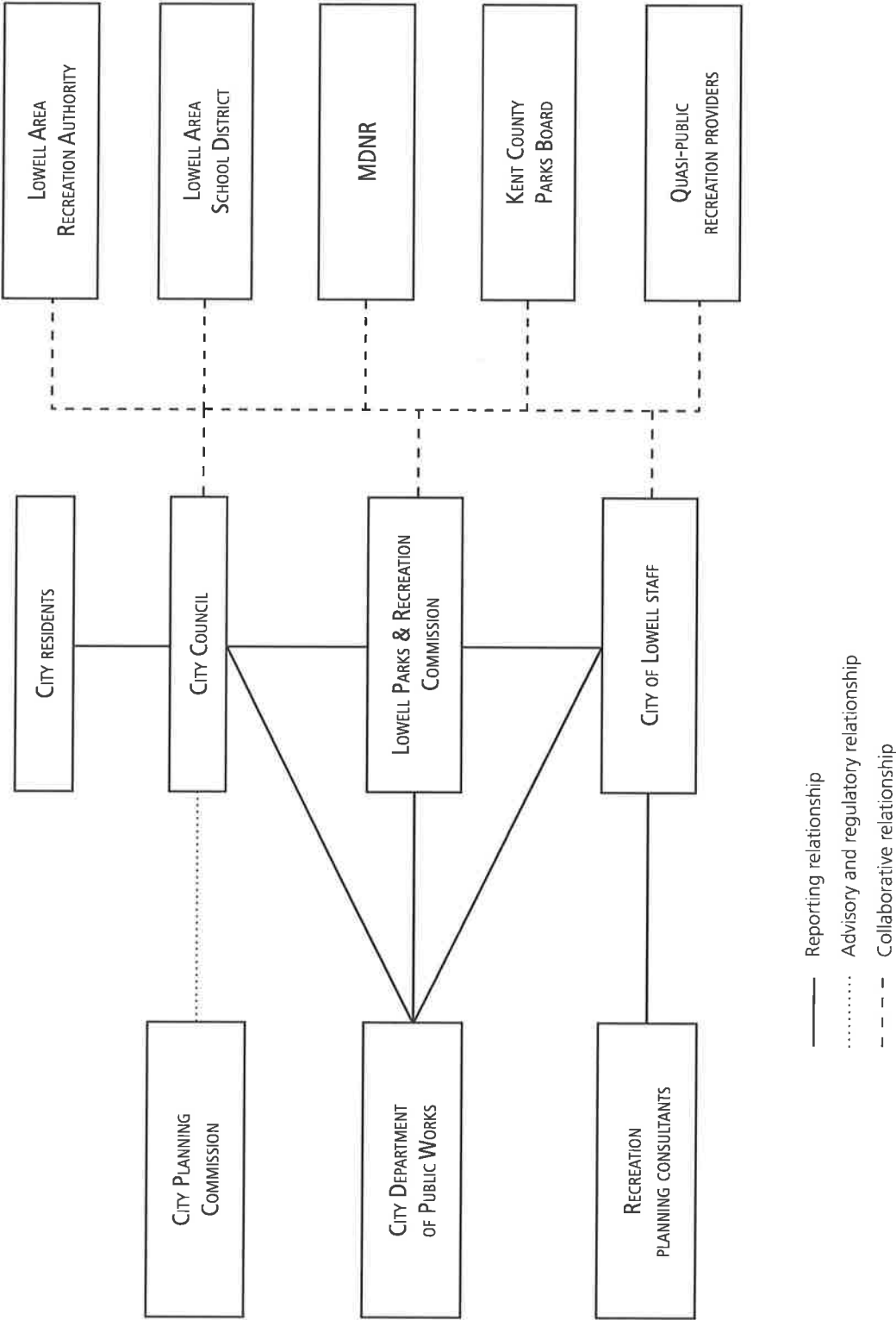
The City has a volunteer Parks and Recreation Commission comprised of four members appointed by the City Council and one City Council member. The Commission is responsible for providing planning and direction of the City's parks and reports directly to the City Council. Day to day operation and maintenance of the City parks lies with the Department of Public Works staff that is also responsible for the City streets, sidewalks, water and sanitary sewer systems, and upkeep of the City cemetery.

The organization chart on the following page graphically represents the relationship between the various groups involved in recreation.

The City Council receives recommendations from the Parks and Recreation Commission. This Commission works with the City Planning Commission to ensure that the goals of both groups are related and to determine where recreation activities should occur. The Committee also works with the Michigan Department of Natural Resources to help create meaningful plans and to fund improvements. The Parks and Recreation Commission works closely with City staff, volunteers, and a planning consultant as needed.

For 2017 - 2018, a total of \$162,680 has been budgeted for administrative and operating expenses for the Parks and Recreation Department. In addition, \$4,000 is budgeted from the Lee Fund, a local endowment for parks improvements. The primary source of this fund is the City's general fund, and some local sports organizations through user fees.

City of Lowell Parks Planning Administrative Structure



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CHAPTER 4

COMMUNITY
DESCRIPTION

The City of Lowell is located on the eastern end of Kent County about 15 miles east of Grand Rapids. Still considered a rural community by most standards, the City is gradually being drawn closer to the sphere of influence generated by the Grand Rapids metro area. Many residents commute to jobs in the Grand Rapids area, but prefer the slower pace and small town atmosphere offered by Lowell.

Ease of access is a major reason for this close connection to Grand Rapids. The City is bisected by M-21, a State highway linking Grand Rapids and Flint, and is 5 miles north of the 1-96 freeway which crosses the entire State, connecting Muskegon, Grand Rapids, Lansing, and Detroit.

MAP 1. LOCATION OF LOWELL

Map 1.
Location of Lowell



SOCIAL CHARACTERISTICS

Population

Lowell's population grew steadily from 1960 to 2000 when it reached a population of just over 4,000 residents. From 2000 to 2010, however, the population of the City declined to 3,783. This slight decrease is similar to what many small cities in the State experienced in the 2000s. The American Community Survey indicates that as of 2015, the estimated population is 3,859, which would indicate a slight rebound from the 2010 population of 3,783. While this is not a startling change, the population trend may indicate that the City is nearly "built out" and additional significant population growth within the existing geographic boundaries of the City is unlikely. Many emerging rural Townships around the City have experienced steady growth over the last several years. In total, the four townships surrounding Lowell have added more than 4,700 residents from 1990 to 2010.

Lowell's population lives mostly north of M-21, due to the extensive Grand River floodplain and poor soils on the south side of the highway. Newer residential development is found primarily on the edges of the east and west City boundaries.

Population History of Selected Communities: 1960 - 2010

| Community | 1960 | 1970 | 1980 | 1990 | 2000 | 2010 | % Change 1990-2010 |
|--------------------|---------|---------|---------|---------|---------|---------|--------------------|
| City of Lowell | 2,545 | 3,068 | 3,707 | 3,983 | 4,013 | 3,783 | -5% |
| Boston Township | 2,310 | 2,751 | 3,681 | 4,313 | 4,961 | 5,709 | +32.4% |
| Keene Township | 810 | 947 | 1,085 | 1,376 | 1,660 | 1,831 | +33.1% |
| Lowell Township | 1,567 | 2,160 | 3,972 | 4,774 | 5,219 | 5,949 | +24.6% |
| Vergennes Township | 945 | 1,400 | 1,819 | 2,492 | 3,611 | 4,189 | +68.1% |
| Ionia County | 43,132 | 45,848 | 51,815 | 57,024 | 61,158 | 63,905 | +12.1% |
| Kent County | 363,187 | 411,044 | 444,506 | 500,631 | 574,335 | 602,622 | +20.4% |

Source: U.S. Census Bureau

Age

Consistent with national trends, Lowell's population continues to advance in age. The median age rises with each new census. In 2010, the median age in the City reached 37.1, or 3.5 years older than in 2000 and 12 years older than the median age in 1970. This is slightly higher than the median age across all of Kent County (34.4 years).

Lowell Age Historical Comparison: 1960 - 2010

| Age Category | 1960 | 1970 | 1980 | 1990 | 2000 | 2010 |
|-------------------|------|------|------|------|------|------|
| Under 5 years | 11 | 10 | 9 | 9 | 7 | 7 |
| 65 years and over | 13 | 11 | 14 | 13 | 15 | 15 |
| Median | - | 25.7 | 27.9 | 31.0 | 34.6 | 37.1 |

Source: U.S. Census Bureau

A full 40% of the City's population is between the ages of 25 and 54, and more than half of the City's population (52%) is between the ages of 20 and 60 years old. Of the remaining population, 28% are 19 years old or younger, and 15% are 65 and older.

Age Breakdown, City of Lowell: 2010

| Age Group | Number | % Total |
|-------------|--------|---------|
| Under 5 | 266 | 7.0 |
| 5 - 19 | 810 | 21.4 |
| 20 - 24 | 235 | 6.2 |
| 25 - 44 | 952 | 25.1 |
| 45 - 59 | 783 | 27.8 |
| 60 - 74 | 374 | 10.0 |
| 75 and over | 363 | 9.6 |

Source: U.S. Census Bureau

Race

In terms of ethnicity, Lowell is a predominately white community. Of the 3,783 persons living in the City in 2010, 3,696 (94.1%) were white. Of the total population, 114 persons (3%) were of Hispanic origin. The following table depicts the racial composition of the community.

Racial Composition, City of Lowell: 2010

| Race | Number | % Total |
|--------------------------------|--------|---------|
| White | 3,561 | 94.1 |
| Black or African American | 48 | 1.3 |
| American Indian, Eskimo, Aleut | 23 | .6 |
| Asian | 21 | .6 |
| Hispanic or Latino | 0 | 0 |
| Other | 114 | 3.0 |
| 75 and over | 16 | .4 |
| TOTAL | 3,783 | 100.0 |

Source: U.S. Census Bureau

Household Size

As a central city with an aging housing stock and relatively high median age, Lowell's average household population of 2.50 persons is not surprising. Many surrounding communities that are experiencing new growth, typically with young families, have larger households compared to Lowell. A comparison of the household sizes, along with other housing characteristics, is provided in the following table:

Housing Characteristics, Selected Communities: 2010

| Communities | Total Number of Households | Avg. Household Size |
|--------------------|----------------------------|---------------------|
| Lowell | 1,457 | 2.50 |
| Boston Township | 2,176 | 2.62 |
| Keene Township | 619 | 2.94 |
| Lowell Township | 2,179 | 2.72 |
| Vergennes Township | 1,408 | 2.97 |
| Ionia County | 22,144 | 2.64 |
| Kent County | 227,239 | 2.60 |

Source: U.S. Census Bureau

Income

Like many other socio-economic characteristics reviewed in this document, income reflects Lowell's "central city" status. The 2010 Census reported the per capita income for Lowell was \$18,869, relatively on par with Ionia County (\$19,386) but less than Kent County's (\$24,791). A comparison with neighboring communities, Lowell Township (\$25,603) and Vergennes Township (\$26,281) shows that the City of Lowell has room for improvement by attracting some higher income residents to offset the aging population trend.

Despite this, the number of persons with incomes below poverty is relatively low. Only 13.6 % of Lowell's residents are below poverty level, compared with 15.4 % in Ionia County and 14.3% in Kent County.

Employment

Lowell's employment characteristics have not changed significantly over the last several years. While the total labor force has increased proportionate to the population increase of the past decade, the composition of the labor force has changed from 2000 to 2010, and is expected to show further shifts within the market by 2020. The majority of the City's workers were at one time employed in blue-collar occupations such as manufacturing and wholesale/retail trade. As the United States economy, Michigan in particular, continues to shift from a labor market based in manufacturing and production to a labor market based in service, knowledge, and technology, the local job market will continue to shift in this direction as well. In 2015, 20.7% of employed residents worked in the manufacturing industry, while 25.1% worked in the education and health care sectors and 13.2% worked in professional, administrative, and management sectors.

The number of people employed in Lowell decreased from 2000 to 2010, which was the first time the figure had dropped from the prior decade in the last 40 years, evidence of the recent recessionary period. With a total labor force of 1,926 people, 1,744 are employed. The following table provides a comparison of employment and unemployment figures with previous years.

Employment Status, City of Lowell: 1970 - 2010

| Communities | 1970 | 1980 | 1990 | 2000 | 2010 |
|-------------------|-------|-------|-------|-------|-------|
| Total Labor Force | 1,182 | 1,746 | 1,939 | 2,027 | 1,926 |
| Employed | 1,109 | 1,621 | 1,865 | 1,938 | 1,744 |
| Unemployed | 73 | 125 | 74 | 89 | 182 |
| Unemployment Rate | 6.2 | 7.2 | 3.8 | 4.39 | 9.4 |
| Employment Rate | 93.8 | 92.8 | 96.2 | 95.6 | 90.6 |

Source: U.S. Census Bureau

PHYSICAL CHARACTERISTICS

The City of Lowell is an older city, having been incorporated some 150 years ago. However, its character and its functions have changed during that span of time. While the City originated as a trading post at the confluence of the Flat and Grand Rivers, Lowell has grown outward from its original marketplace. The oldest structures in the City are located adjacent to the downtown business district, east and west of the Flat River.

Land Use

Residential

Generally, housing is in good condition throughout the City, although a few homes require attention to bring them closer to an acceptable standard of condition. The homes in Lowell tend to be older than those found in the developing townships of Lowell and Vergennes, as well as Kent County as a whole.

The age of housing is a concern, since over one-quarter of the City's housing was constructed before 1940. These older homes will require higher levels of maintenance. In some instances, the required upkeep may be beyond the means of the owners. As a result, the homes may tend to deteriorate at a faster rate.

The larger homes in the City are generally situated on the east and west ends of town, where larger lots are found. One manufactured home park is located south of M-21 between Valley Vista and Ridgeview. The park is well screened from view along M-21.

Multi-family housing comprises about one-quarter of the City's total housing stock. The largest concentrations are located west of Valley Vista, north of West Main Street; east and west of Center Street, north of Sibley; south of Bowes Street, near the water treatment plant; and north of Hunt Street, east of the railroad tracks. About 40% of these units are located in duplex and four-family buildings.

Commercial

Commercial development is primarily concentrated along Main Street (M-21), creating a linear strip effect through the City. Offices are located in the Main Street commercial corridor, as well. The City's downtown business district, found on both sides of the Flat River, is a node within this strip.

Industrial

Industry is generally located in three areas -- along the railroad right-of-way adjacent to the downtown; in the northwest quadrant of the City on Foreman Road; and at the end of Monroe Street, east of the Flat River. Some of the industrial areas are located in close proximity to residential neighborhoods, which causes some incompatibility due to truck movement, noise, and hours of operation. For the most part, these industries have adapted to their surroundings, but some conflicts continue to exist.

Public/Quasi-Public

These land uses (governmental buildings, churches, schools, parks, etc.) are located throughout the City. Those public uses that are located in the neighborhoods are generally related to the residences around them. Schools, churches, and parks are closely related to the activities of the neighborhoods. As a result, they normally do not present significant land use conflicts.

Other public land uses include the water and wastewater treatment facilities located along the Grand River near the southern City limits. The Department of Public Works and fire station are also located in this area. Oakwood Cemetery is located at the northern City limits by Washington Street. Lowell Light and Power owns and operates the electrical grid in the City with offices located on North Broadway near downtown.

School properties take up a significant percentage of land area within the City. Some movement of facilities has occurred since a new high school was opened in Vergennes Township. While most of the existing schools and their associated recreational facilities have been maintained or re-purposed, the former Unity High School located on the Flat River has been closed and is available for redevelopment.

Topography

The City of Lowell is located in a geographical area which was greatly influenced by both moranic glacial deposits and outwash plains. Two sites within the City are the direct result of moraines. One site is located on the east side of the Flat River, designated by the steep sloping land near McMahon Park. The second site is the steep sloping land on the western side of the Flat River, outlined by Gee Drive.

These linear hills were formed by deposits of sand and gravel debris at the margins of the glacier, when the rate of ice advance equaled the amount of melting at the periphery. As a result of these ice borders melting, streams carried sediment away from the glacier, resulting in outwash plains and glacial channels, typical of the remaining landscape in Lowell. Here the land is flat to undulating, with soils mostly of sand, silt, and loam.

Soils

Because of Lowell's glacial influence, several different soil types exist. The soils can be divided into five general groups: sand, sandy loam, silt, silt loam, and organic.

Sandy soil covers the bulk of the City of Lowell. Generally, these soils are well drained with rapid permeability and low available moisture and natural fertility. As a result, they are better suited for residential development.

The sandy loam group is similar to the sandy soils. However, this soil type is more suitable for agricultural purposes since it has a higher natural fertility. In addition, the sandy loam frequently contains deposits of gravel.

Silt soil is a group which also covers a large portion of the City's land area. These soils are generally found along the Grand River basin and are very responsive to agricultural uses because of their low permeability.

Silt loam is not a predominant soil type in the Lowell area. However, some areas do exist, primarily along the Grand River. This soil type is well suited for agricultural uses because of its high natural fertility and available moisture. These soils are also well drained.

Finally, the Lowell area has some muck which is considered an organic soil. Only a very small portion of this soil is found in the City, located northwest of the City's center. This soil is very poorly drained and low in natural fertility.

Water Resources

Two major water features influence the City of Lowell -- the Grand River at the southern border and the Flat River cutting through the heart of Lowell and joining the Grand. These water systems are also a direct result of the last glacial period.

The Flat and Grand Rivers cut through the landscape of Lowell and are confined to the old drainage channels. These rivers function as major channels for the regional watershed. Each of the systems experiences periodic flooding, consequently development along their banks is regulated.

More than one-half mile wide in some places, the floodplain limits the possibility of new development in many areas. A dam on the Flat River (at the Main Street Bridge) has created an impoundment within the City limits, affording potentially pleasant views to the public along the length of Riverside Drive, while the Riverwalk/Showboat area along the Flat River provides a focal point for downtown Lowell. The Flat River also contains numerous scattered islands within the City limits. Many of these low-lying islands located below Main Street are subject to flooding and remain undeveloped.

The Grand River floodplain is extensive and periodic inundation of flood waters inhibits some recreational use.

Vegetation

The soil characteristics of an area will determine, to a large extent, the tree species found there. Because of the heavy concentration of sandy soils in the area, few prime woodlands exist. Those areas which have grown up are sparsely developed. Most woodlands are hardwoods, containing ash, elm, maple, and willow in the lowland, and beech and oak in the higher areas.

The extent of urban development has also preempted much of the land formally occupied by woodlands. The greatest concentrations of tree stands are currently found along segments of the Flat and Grand Rivers and as isolated pockets throughout the City.

Climate

Lowell is under the climatic influence of Lake Michigan. In spring, the cooling effect of the lake serves to retard the growth of vegetation until the danger of frost is past. The warming effect in the fall holds off frost until most crops have matured.

The average growing season extends 170 days. The annual mean temperature is 48.5 degrees. Mean precipitation is 33 inches of rain and 80 inches of snowfall. Prevailing winds are from the southwest at 10.2 miles per hour.



CHAPTER 5

RECREATION
INVENTORY

Recreational facilities and programs in the City of Lowell are provided by public, quasi-public, and private entities. Available opportunities consist primarily of City parks, school properties, and private commercial establishments. While the City of Lowell maintains an inventory of City-owned parks and recreation areas, the Lowell Parks and Recreation Commission visited each facility in the City as part of its update process in 2017-2018. Organization websites and other planning documents were utilized for facilities outside of the City and for school-owned and private facilities within the City.

PROGRAMMING

Responsibility for overseeing Lowell's parks and recreation program is the responsibility of the City Parks and Recreation Commission, with ultimate authority resting with the City Council.



A variety of programs are provided through the combined efforts of the City of Lowell, YMCA, Lowell Area Schools, Lowell Little League, Lowell Youth Football, and Lowell Area Select Soccer Association. City, school, and some privately-owned facilities are utilized for these many programs.

The City represents the center of activity for a large region in Kent County. The local school system, based in Lowell, has students residing in ten townships, as well as the City. Adjacent Vergennes and Lowell Townships do not provide recreational programs for their residents. Consequently, the programs offered by Lowell Public Schools serve a much larger population than just City of Lowell residents. Additionally, the YMCA also offers limited recreation programming in the community.



OPERATIONS & MAINTENANCE

Lowell's park system is maintained by the City's Department of Public Works. Seasonal help is added during the summer months specifically for the parks. Grounds maintenance, equipment repair, care of the athletic fields, and similar activities are all performed by the City. Volunteer efforts are provided by quasi-public sports organizations and area churches.

FACILITIES

Recreation Park

This park is located at the northwest corner of the intersection of the Flat River and the Grand River at the south entrance to the City on Hudson Street. Its facilities include the following:

- » Football Field with lights
- » Baseball/Softball Field with lights
- » Two fire rings
- » Camping (rustic)
- » Boat Launch on Grand River



The football field (Burch Field) is currently used primarily by the Lowell Youth Football League, Rugby Club and Lacrosse Club. Prior to 1994, this served as the high school field and includes bleachers, lights and a scoreboard and is located directly adjacent to the Flat River.

The softball field is located at the north end of the park and directly abuts the King Milling facility. It is the only softball facility with lights in the community and used primarily by adult leagues. It includes dugouts and covered bleachers. There is a restroom that serves the football and softball areas as well as a small concession stand.

The City owns two buildings on the site that are currently not being used as recreational facilities. The King Memorial Building was once the location of an outdoor pool and is currently leased to the Kent County Youth Agricultural Association. The Foreman Building is currently used as a storage facility for the City's Department of Public Works.

The City of Lowell leases a large portion of the Recreation Park area to the Kent County Youth Fair which is a major attraction. The fair organization owns several exhibit and livestock buildings on the property which also includes a horse arena. The heaviest use of the fairgrounds occurs in July/August each year when the Kent County Youth fair is held here for a week. In addition to the fair, there are other numerous, yet smaller events that take place at the fair grounds throughout the spring and summer including horse shows, rodeos, and music concerts.

Considering the variety of facilities available at this park, parking facilities are sometimes inadequate. A portion of the areas for parking are paved, but the majority occurs in grassed areas.

Recreation Park contains a substantial amount of open space along the Grand and Flat Rivers. Some of this area is devoted to rally-type, travel-trailer camping during the youth fair and other events. There are no defined camp sites and limited facilities are available for this activity. Much discussion has occurred regarding the development of a modern campground in the park.

However, the park's location in the floodplain may make such a project difficult due to the flooding conditions in the area. There has been recent interest expressed in developing an RV park on the east side of the Flat River that would connect to Recreation Park via a pedestrian bridge. (See Moose/Rogers properties).

Creekside Park

Several improvements over the past 23 years have made this facility a versatile and well used park. Located on the west side of the City on Gee Drive, it is accessible from both Foreman Street and Alden Nash Rd. The park includes new dugouts, three little league baseball fields, a softball field, one large and two small soccer fields, a beach volleyball court, two horseshoe pits, and a community garden. There is adequate parking in two paved lots.

The centerpiece for the park is a large wooden play structure that was built with volunteer labor from throughout the community in 1994. In addition the park features a large picnic shelter, restrooms and a concession stand. A paved and partially-lit pathway connects the park to Cherry Creek Elementary and the Valley Vista subdivision.

This park serves as a community-wide facility used for organized soccer, baseball and softball programs, as well as for many other family leisure pursuits.



Richards Park

Richards Park occupies an entire block in an older residential neighborhood between Elm and Spring Streets off North Hudson. The park is 1.6 acres in size and is mainly a pedestrian-oriented neighborhood facility. Primarily a passive-use park and play lot, Richards Park contains a modern playground, large slide, half basketball court, benches, and walkways. A concrete foundation is flooded in the winter for ice skating and provides a smooth surface for summer roller skating. Some parking is available on the adjacent streets.

Stoney Lakeside Park

Stoney Lakeside Park is located along the Grand River south of Bowes Street. A former gravel pit, the site contains a 27 acre lake that affords opportunities for swimming, fishing, and boating. The City received a \$47,000 grant in 1989 which helped to develop the park, including a beach, picnic area, shelter, restrooms, and parking.

Current facilities include a beach, restrooms, playground, parking lot, picnic tables, picnic pavilions, BBQ grills, and two horseshoe pits. The park is also home to a 31,000 square-foot fenced dog park and a skateboard park.

Upper Bridge Property/Moose and Rogers Properties

The Upper Bridge Property is a 20-acre piece of vacant land owned by the City on the south side of the Grand River, just east of the bridge over the river. There are no current plans for this piece of property; the land was donated to the City for park uses. The Moose and Rogers properties are two parcels that comprise a total of about 33 acres. Located on the east side of the Flat River, both properties are wooded, and lie within the floodplain. These properties, owned by the City, are not formally designated as parks at this time.

McMahon Park

McMahon Park is located east of the river in a residential neighborhood. The Park offers limited amenities but contains benches and a sledding hill in the winter.

Scout Park

The City of Lowell owns 27 acres at the north end of Washington Street next to the Flat River. This primarily wooded property includes a open hill area that has been used for many years for sledding in the winter. The property has also served as a meeting place for local Boy Scout troops who conduct many indoor and outdoor activities there and is the location for the "Boy Scout Cabin" constructed in the 1950's.

Riverwalk Park/Showboat Area

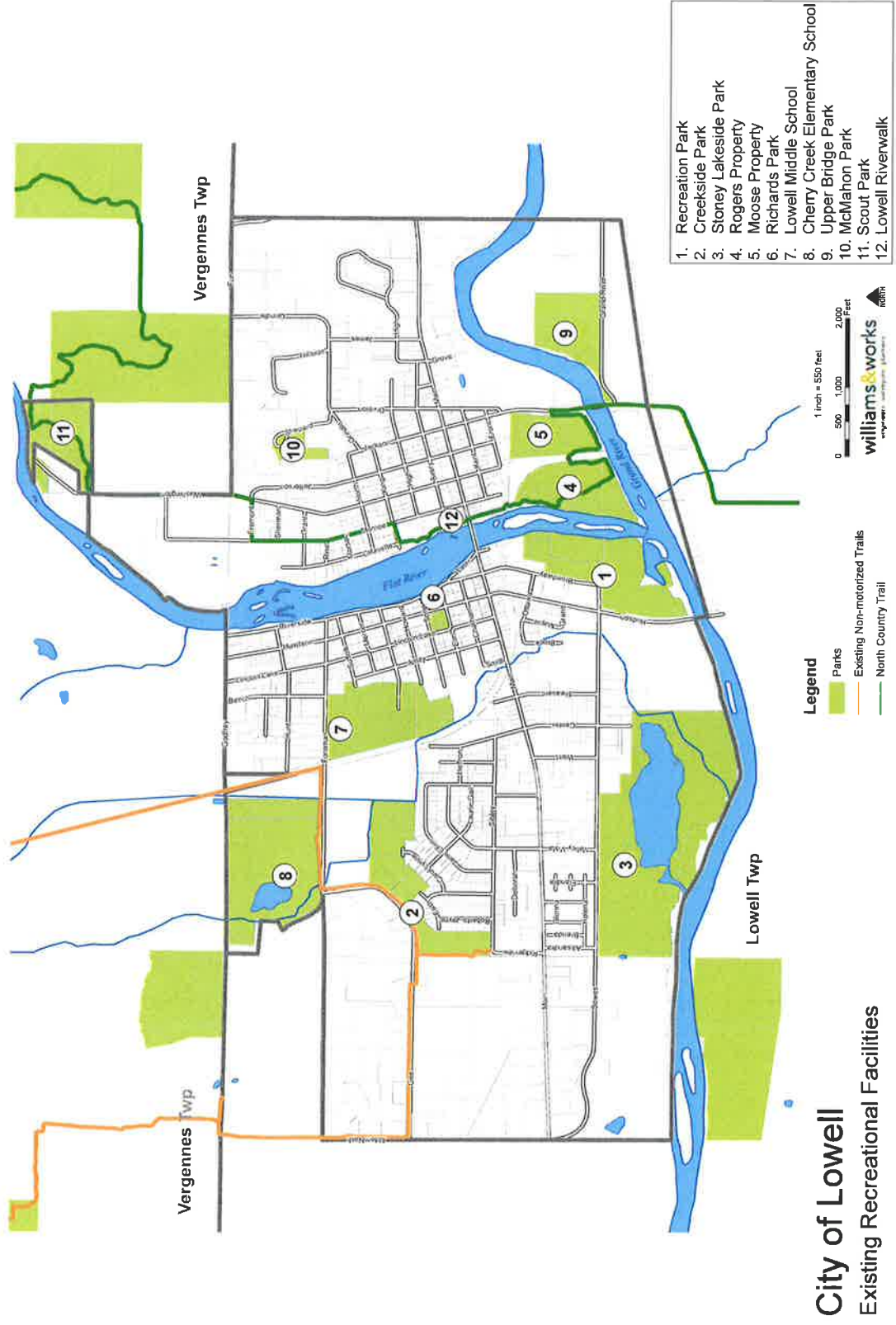
Over the past 20 years, the City has made multiple improvements to what is now known as the "Riverwalk," an area on the east side of the Flat River, north of Main Street. This walkway is the home of the Lowell Showboat, a paddle wheel steamer replica that is the City's centerpiece. For many years, the Showboat was a regional attraction,

hosting national acts for one week each summer and attracting hundreds of visitors. While the last Showboat Festival was held almost two decades ago, recent improvements to the Riverwalk area has resulted in increased use of the area once again. A summer concert series has been popular drawing several hundred people each Thursday night. Historic buildings adjacent to the area have been renovated with new businesses



that add to the ambiance of the historic downtown setting. The City and Downtown Development Authority recently redeveloped the northern area of the site with designs and amenities that were envisioned in previous planning documents. These improvements were largely funded by a \$300,000 grant in 2011 from the Michigan Natural Resources Trust Fund.

Now considered a City park, the area has a boat launch and an ADA accessible canoe/kayak launch to access the Flat River. Benches and picnic tables adorn the riverfront and lawn area adjacent to the Englehardt Library, which serves as a riverfront festival venue.



OTHER PUBLIC/QUASI-PUBLIC FACILITIES

Lowell Area Recreation Authority & Lowell Area Trailway

In 2004, the Lowell Area Recreation Authority (LARA) volunteer group was formed to research ways to better the recreation opportunities for residents in the Lowell Area. A board was established that consists of one elected official from the Lowell Township Board, Vergennes Township Board and the Lowell City Council as well as a citizen appointed from each municipality and one at-large member that is chosen by the LARA Board. This multilateral cooperative effort is intended to give the majority of the concerned entities in the Lowell area an equal voice in the LARA recreation planning efforts.



Through meetings conducted by the Lowell Area Community Fund of the Grand Rapids Community Foundation, it became apparent of the Lowell area public's desire for a non-motorized trailway(s) that would provide connectivity between the City of Lowell, Vergennes Township, and Lowell Township. The LARA, through a grant provided by the Lowell Area Community Fund of the Grand Rapids Foundation, proceeded with development of an area-wide trailway master plan. In 2009, the first portion of that plan was realized when grants were received from MDOT and MDNR combined with local fund raising to install the Phase 1 of the Lowell Area Trailway. This 10 ft. wide paved railway is 3.2 miles in length and connects the Fred Meijer River valley Rail Trail on Foreman Street to the Wege/Wittenbach Nature Center on Vergennes Rd.

In 2013, the City of Lowell provided a connection of that portion of the trail on Gee Dr. to Sibley Street via Ridgeview Street. In 2018, the trail will be extended another 2,000 feet on Alden Nash Drive from Gee Drive to Main Street (M-21).

In 2015, the LARA Board developed a Master Plan to connect the Fred Meijer regional rail trail systems from Saranac and Belding that currently terminate on South Jackson Road to the east and Foreman Road on the north. The LARA Board is currently working cooperatively with the City and regional trail groups on grant applications for this proposed connection.

The City of Lowell is located approximately in the center of a 125 mile regional rail trail system comprised of numerous sections. The entire corridor is abandoned and contiguous with the exception of the approximate 2.5 mile gap through the City of Lowell, where the rail will remain active to serve King Milling, Michigan Wire and other potential industries. The Fred Meijer Grand River Valley Rail Trail (GRVRT) from Saranac currently ends southeast of Lowell at the intersection of Grand River Dr. and S. Jackson Street. The Fred Meijer Flat River Valley Rail Trail (FRVRT) picks up on Foreman Street on the northwest side of Lowell, next to Metric Manufacturing. The local Lowell Area Recreation Authority (LARA) trail system connects to the regional trail system at this point as well.

Fred Meijer River Valley Rail Trails

Located in central Michigan, the Fred Meijer River Valley Rail Trails are a system of inactive rail corridors being re-purposed as rail-trails and adjacent rivers which offers a great opportunity to develop water trails in conjunction with rail trails. The "pedal and paddle" system provides tremendous recreational opportunities and a variety of experiences for public use and enjoyment. This plan addresses both non-motorized rail-trail and water trail recreation activities and development.

The Fred Meijer Midwest Michigan Rail Trail Network (Network) connects Gratiot, Montcalm, Ionia, Kent, Clinton, and Shiawassee counties. The cities of Greenville and Lowell serve as "Trail Hubs" where various segments of rail corridor, local, and national trails will intersect. The overall system is comprised of

four primary segments, and when completed, the Network will serve the immediate communities of Owosso, Ovid, St. Johns, Fowler, Pewamo, Muir, Ionia, Saranac, Lowell, Belding Greenville, Stanton, Edmore, and Alma, as well as the greater Grand Rapids, Lansing, and Saginaw regions.

Grand River Riverfront Park – Lowell Township

Lowell Charter Township currently has one developed recreation area designed to serve the Township's residents. Grand River Riverfront Park is an 80-acre parcel adjacent to the Grand River purchased in 1997. Located on the south bank of the Grand River essentially opposite the City's Stoney Lakeside Park, the facility provides a broad range of field sports and natural area amenities for organized and casual use.

The park is handicapped accessible and offers the following facilities:

- » 207 parking spaces
- » 4 restrooms
- » 1 playground
- » 1 play area
- » 6 unlighted soccer fields
- » 1 Lacrosse field
- » Hiking trails
- » 2 Pavilions
- » Storage building
- » Paved walkways
- » Natural areas
- » Canoe/Kayak launch
- » Fishing area/dock
- » Wetland education area
- » Gazebo
- » 4 benches
- » Frontage along the Grand River
- » Concession area
- » Picnic areas
- » Bridge river crossing*

*Project proposed for 2018

Fallasburg Park

This Kent County Park is a 458 acre facility located about 4 miles north of Lowell on the Flat River. Facilities include picnic areas, a large picnic shelter for up to 200 people, softball diamonds, Frisbee golf, and playground equipment. The park is also the site of one of the State's few remaining covered bridges. Hiking and cross-country ski trails are found throughout the park.

Saranac-Lowell State Game Area

This is an 1,800 acre preserve located northeast of Lowell in Kent and Ionia Counties.

North Country National Scenic Trail

The North Country National Scenic Trail is a premier footpath that stretches for about 4,600 miles linking communities, forests, and prairies across seven northern states. The North Country Trail passes through the City and the Saranac-Lowell State Game Area and offers additional opportunities for hiking on rustic trails. The national headquarters for this trail is located in the City of Lowell, near the geographic center of the trail.



Ionia Recreation Area

The Ionia Recreation Area is the nearest State Park. This park offers fishing, camping, swimming, equestrian, and other recreational opportunities. It is approximately 8 miles east of the City of Lowell.

Senior Neighbors Center

Located on the west side of Hudson Street, across from Recreation Park, this facility is a converted home which serves as the activity center for the Senior Neighbors organization. It can accommodate up to about 40 persons for events. Activities within the center include lectures, arts & crafts programs, daily meals, and other group programs. Large events like dances or special programs such as exercise classes are held elsewhere. The Center also sponsors regular outings and similar activities for the senior population of Lowell and the surrounding communities.

Churches

St. Mary's Church, one block west of Richards Park, and First United Methodist Church, at Avery and Jackson, contain small areas with playground equipment used for church programs and generally available to the neighborhood. Wesleyan Church contains a half basketball court, play equipment, and picnic tables with shelter.

Flat River Banks and Islands below the Main Street Dam

These lands are in public ownership but remain undeveloped. Access limitations, flooding, and extensive poison ivy are some of the challenges that would need to be addressed before assigning a specific recreational activity. Their open space value, however, is an asset to the community. The islands have the potential of providing access between Recreation Park and the Rogers property via future pedestrian or vehicular bridges.

Flat River Banks above Main Street

In April 2010, the West bank of the Flat River between Elm Street and Main Street was studied to determine the options available to stabilize the bank against erosion. While this initially focused on bank stabilization, the City and its Downtown Development Authority are also considering adding recreation amenities to

this location similar to the improvements completed on the east side of the Flat River. Potential improvements to the west bank may include fishing platforms, a riverwalk or similar public access feature excluding those properties located at 115 West Main Street, 123 West Main Street, and 103 Riverside Drive.

Cooper Wildlife Area

The Cooper Wildlife is located off of Foreman Road just northwest of the city limits and connects to the LARA trail. It was donated to the Lowell Educational Foundation in 2002. This area includes a hardwood forest that is well populated by deer, turkeys and the full range of local wildlife. Although donated for educational purposes, currently the area is somewhat underused due to lack of defined access and programs.

Kent County Bike Routes

Although there are no designated bicycle routes or lanes within the City of Lowell, several Kent County trails are located on roads outside the City limits. A complete bicycle trail runs between the City of Lowell and Fallasburg Park up Lincoln Lake Avenue. There is also a designated 7 ½ mile widened shoulder along Grand River Avenue in Lowell Township from Alden Nash to Buttrick Avenue.

LOWELL AREA SCHOOL RECREATION FACILITIES

Lowell High School

Completed in 1994, this school lies outside the City limits but provides both indoor and outdoor facilities available to Lowell residents for a fee. Classrooms are used for adult education programs and the gymnasium is available for recreational basketball and volleyball. A large football stadium and track, 3 softball fields, and a soccer field are restricted to school use, but have relieved pressures on City facilities previously used by the school athletic program. The facilities also include 8 tennis courts.



Lowell Middle School

This facility, located on Foreman Road, shares its 7.3 acres with Bushnell Elementary School. The site has six outdoor tennis courts, one baseball diamond, one softball diamond, 6 outdoor basketball half-courts and parking facilities. Indoor facilities include a large gymnasium, multi-purpose room, auditorium, and, of course, classrooms.

Cherry Creek Elementary School

This large elementary school occupies the former middle school facilities. Outdoor facilities include six half-court basketball courts, a softball field, and a high school baseball field. A 1200 seat gym, multi-purpose room, and



classrooms are available for community use. Additionally, This property includes approximately 20 acres of protected wetland, and a two acre pond encircled by a foot path. The pond and wetland are used by the school for nature study and by the local residents for fishing and walking. There is an abundance of wildlife in the area including waterfowl, reptiles and amphibians. This property also connects to the LARA trail.

Unity High School

A former elementary school, this building is located on High Street and currently houses the Unity High School alternative education program. Its outdoor facilities include an open grassy play area, and modern play equipment. Several benches are located around the grounds. A multi-purpose room is located within the building.



Bushnell Elementary School

Located adjacent to the middle school site, the elementary school offers basketball, play equipment, an open play area, and a softball field. Some benches and picnic tables are scattered around the grounds. There is also a multi-purpose room.

WegeWittenbach Agri-science and Environmental Center

The 80-acre Wittenbach Center adjoins the Wege Foundation Natural Area for the study of ecology – 61 acres of woodland managed by the Land Conservancy of West Michigan. Trails link the two, and many programs are conducted in the Wege Natural Area. The Wege Natural Area and Wittenbach trail system is open to the public during daylight hours for foot traffic only.

PRIVATE RECREATION FACILITIES

Roll Away

This is an indoor facility located on East Main Street. It contains eight bowling lanes, a roller skating rink, laser tag, and adjacent outdoor miniature golf course open to the public.

Riverbend Campground

A primitive campground, this facility is located about three miles east of the City limits on the Blue Water Highway. This facility is located within the Grand River floodplain

Valley Vista Mobile Home Park

A broad array of recreational opportunities is provided to residents of this residential development. These include shuffleboard courts, tennis courts, basketball court, play equipment, sauna, swimming pool, and clubhouse.

Deer Run Golf Course

This public course is located about five miles south of Lowell on Cascade Road. It offers 18 holes, a clubhouse, and banquet facilities.

Arrowhead Golf Course

Located five miles north of the City on Alden Nash, this course offers 18 holes and a clubhouse.

RECREATION PROGRAMS AND EVENTS

A summer concert series has been popular drawing several hundred people each Thursday night to the downtown Riverwalk area, home of the historic Showboat. This unique feature is discussed in more detail on page 25.



Lowell's school district provides an adult education program in its facilities. It also makes the facilities available to the public on a fee basis for a variety of leisure recreation activities.

The Senior Neighbors is another active organization responsible for programming events for the senior population of the area. A variety of leisure and support programs are available through this effort.

Programming is provided by several different organizations in Lowell. Lowell Area Schools is the organization primarily responsible for programming. Working in cooperation with the City and the YMCA, LAS schedules league play and organized team use of the many fields, except Burch Field, and schedules activities at the school facilities for youth basketball, open use of the gyms, adult leagues, gymnastics, and similar programs.

WATERWAYS INVENTORY

As a City that sits at the confluence of two rivers, Lowell has a variety of waterway access points within its boundaries.

Unimproved Water Access Locations

These locations are designated access points for carry-down boats, canoes, and kayaks launching without significant infrastructure. Recreation Park and Stoney Lakeside Park contain this type of facility.

Improved Water Access Locations

These locations are designated water access points for carry-down boats, canoes, and kayaks launching with supporting infrastructure. The Lowell Riverwalk contains this type of facility, including an ADA accessible canoe/kayak launch.

Unimproved Boating Access Site

These locations are designated boat launch locations for trailered boats without a formal launch ramp. Recreation Park and Stoney Lakeside park each contain a boat launch site with concrete launch pad; however, no additional facilities are present.

Boating Access Site

These locations are designated boat launch locations with a ramp and supporting infrastructure. The Lowell Riverwalk contains this type of facility, including an adjacent ADA accessible pier for loading and unloading.



CHAPTER 6

NEEDS ANALYSIS

The City of Lowell's parks and recreation program is the result of a combined effort of many organizations throughout the community. While the City owns the parks and provides maintenance of the facilities, they are generally not responsible for the day to day programming of activities. The City staff works with the YMCA, Little League, Xtreme Softball, Lowell Area Select Soccer Organization and Lowell Youth Football for the scheduling of City parks for various uses. The Lowell School District serves other specific recreational needs of the community. Even the community-at-large has been active in improving recreation opportunities.

Like many areas, Lowell's parks are oriented toward the active needs of the community. Sports fields are found in several locations, along with picnic facilities, and play areas. Within a short drive of the Lowell City limits are extensive State and County facilities, which offer a full range of passive opportunities.

The following pages provide an evaluation of needs from several perspectives which in turn provide the framework for the Action Program (Chapter 8).

CITY OF LOWELL RECREATIONAL NEEDS

Population Segments

The variety of age groups and interests in the City needs to be considered relative to the opportunities available. Current facilities are geared primarily towards active recreational pursuits -- play areas, athletic fields, a swimming beach, and similar activities. While some picnic facilities are available, there is a need for more of these along with other passive facilities such as walkways, trails, sitting areas, and fishing areas. Senior citizen needs, in particular, appear to be overlooked by the existing facilities.

Finally, there appears to be strong interest within the community for a Community Center and recreational facility with indoor activities. This may include a swimming pool, indoor recreational facilities, senior center, gathering space and other similar facilities.

Standards

One method of evaluating need is to compare the City's facilities with those of other communities using some standardized measure. This approach was used as a first step to identify any "glaring" recreational deficiencies that may exist in the City of Lowell. The following table illustrates the results of this comparison.

Recreation Standards¹ and Current Facilities

| Recreation Opportunity | Standard | Need | Existing | Difference |
|--------------------------|----------------|--------|----------|------------|
| Total Park Acreage | 10 ac. /1 ,000 | 40 ac. | 167 ac. | + 127 ac. |
| Basketball Courts (out)* | 1/5,000 | 1 | 1/2 | -1/2 |
| Tennis Courts (outdoor)* | 1/4,000 | 1 | 0 | -1 |
| Playground * | 1/3,000 | 1 | 4 | +3 |
| Baseball Fields * | 1/5,000 | 1 | 1 | 0 |
| Softball Fields * | 1/5,000 | 1 | 4 | +3 |
| Football Field * | 1/20,000 | 0 | 1 | +1 |
| Track* | 1/20,000 | 0 | 0 | 0 |
| Soccer Fields* | 1/20,000 | 0 | 2 | +2 |
| Golf Course | 1/50,000 | 0 | 0 | 0 |
| Bike Path (miles) | 1/40,000 | 0 | 3.2 mi | 0 |
| Picnic Tables | 1/200 | 20 | 27 | +7 |
| Natural Area | 1/50,000 | 0 | 3 | +3 |
| Ice Skating (outdoor) | 1/20,000 | 0 | 1 | +1 |
| Swimming Beach | 1/25,000 | 0 | 1 | +1 |
| Volleyball | 1/5,000 | 1 | 1 | 0 |
| Water Frontage (feet) | 1/1 | 4,000 | +6,400 | 2,400 |

* Does not include facilities on school grounds

¹ MDNR, 1986. Building Michigan's Recreation Future, Appendix B, pages 100-101; and
 Roger E. Lancaster, Ed. 1983, Recreation. Park and Open Space Standards and Guidelines, Alexandria, Virginia;
 National Recreation and Park Association. Pages 60-61.

This comparison indicates, for the most part, the quantity of facilities is adequate. Total park acreage and water frontage; in particular, are well in excess of the suggested standard. Other facilities such as play areas, softball fields, and picnic tables are comfortably above the standard. Only two facilities appear to be deficient in terms of this measurement -- basketball courts and tennis courts. However, the deficiency is negligible and is offset by facilities available at the schools which were not included in the calculation. In addition, a review of the existing facilities suggests that they are not used sufficiently now to warrant the addition of any more.

Geographic Distribution

Even though the total amount of land may be adequate, the distribution of the parks must be considered. The recreation opportunities should be distributed throughout the community to provide convenient access to all residents.

The existing facilities map (page 27) shows the location of City parks and school facilities. While a cursory look at the map suggests that parks and/or schools are well distributed throughout the community, not all the facilities provide equal opportunities.

The City is divided by the Flat River which runs from north to south through the community. Recreational facilities in the community are situated as follows:

Geographical Distribution of Recreational Facilities within the City of Lowell

| West of Flat River | East of Flat River |
|----------------------------------|---|
| » Creekside Park | » McMahon Park |
| » Recreation Park | » Scout Park |
| » Stoney Lakeside Park | » Moose & Rogers Properties |
| » Richards Park | » Roll Away Roller Rink & Bowling Alley |
| » Bushnell Elementary School | » Unity High School |
| » Cherry Creek Elementary School | » Nazarene Church Playground |
| » St. Mary's Church | » Showboat/Riverwalk |
| » YMCA | » United Methodist Church |

Lowell's most fully developed and heavily used parks are Creekside, Recreation, and Stoney Lakeside Parks which are all located on the west side of the river. School facilities, like the major parks, tend to be more dominant on the west side than the east side of the river. One school is located in the City's northeast quadrant, and includes a modern playground for younger children.

The most significant recreation opportunities therefore, are found on the west side of the Flat River. Lowell is not that large of a community that residents are precluded from enjoying any of the parks due to a lengthy drive from their homes. However, in terms of convenience and ready access, the residents east of the Flat River do not enjoy the same proximity to recreational opportunities as the rest of the community.

LOWELL AREA RECREATIONAL NEEDS

Looking at recreation needs and facilities from an area-wide perspective provides insight when planning for new or expanded facilities. In addition to considering the needs of the City of Lowell, the combined recreational needs of neighboring communities and their existing or planned facilities should also be contemplated. A comprehensive and inclusive approach may help to enhance services for the entire community.

ACCESSIBILITY ASSESSMENT

Federal and State laws prohibit discrimination on the basis of physical ability in connection with recreational facilities owned by the City. Developed park facilities must comply with barrier-free design standards. Public facilities in Lowell have been critiqued to understand the need for improvements relating to barrier-free accessibility. In addition, as park development is considered in the future, barrier-free accessibility is a significant priority item to help ensure that recreation can be enjoyed by all residents and visitors of the City. The community is devoted to this effort.

The following is a summary of an adapted scoring system generally in accordance with DNR Standards:

- Level 1. None of the facilities in the park meet accessibility guidelines. Little pavement is provided and access routes to the facilities are not easily accessible.
- Level 2. Some of the facilities meet accessibility guidelines, but many of the facilities or the access routes to them are not easily accessible.
- Level 3. Most of the facilities meet accessibility guidelines. Parking areas and walkways are paved; and while most facilities are generally accessible, some barriers may exist for certain people because of age, ability, or situation.
- Level 4. All of the facilities meet accessibility guidelines. The park is accessible and the routes to facilities within the park are accessible, but some play or other equipment may not be designed for everyone.
- Level 5. Universal design guidelines were used to design the entire park.

The following tables summarize the accessibility of parks and recreation facilities in the City of Lowell.

Public Facilities Accessibility Assessment

| Facility | Ownership | Accessibility Level / Summary |
|----------------------|----------------|---|
| Recreation Park | City of Lowell | Level 2 / There are currently limited accessible facilities present. Gravel parking lots persist throughout. Some areas of the park are paved providing access to the buildings used for the Kent County Youth Fair. |
| Creekside Park | City of Lowell | Level 3 / All parking areas are paved and contain accessible parking spaces. The restrooms, some pavilions, some baseball diamond seating, and some of the playground are accessible and can be accessed with a paved walkway. The soccer fields, soccer field pavilion, and horseshoe area are not accessible. |
| Richards Park | City of Lowell | Level 2 / The park has paved walkways throughout and provides some access to benches. The playground, skating area, basketball court, and picnic tables are not accessible and require crossing grass or mulched areas. Further, the playground contains mulch under the equipment, as opposed to a soft uniform rubber surface. |
| Stoney Lakeside Park | City of Lowell | Level 3 / The west entrance to the park provides an accessible paved parking area, pavilion, restrooms, grills, and skate park. While the dog park and playground can be accessed by paved walkways, they are not accessible facilities and consist of mulch or natural surfaces. The east entrance area of the park is unpaved and does not provide universal design access to the pavilion or boat launch. Neither access point provides universal design access to the beach area. |
| Upper Bridge Park | City of Lowell | N/A / Not improved. |
| Rogers Property | City of Lowell | N/A / Not improved. |
| Moose Property | City of Lowell | N/A / Not improved. |
| McMahon Park | City of Lowell | Level 1 / There are currently no accessible facilities present. No off-street parking is available and the park is largely grass. |
| Scout Park | City of Lowell | Level 1 / There are currently no accessible facilities present. Parking area is gravel and the primary building is accessed by a set of steep stairs. |
| Lowell Riverwalk | City of Lowell | Level 5 / The facilities within the Riverwalk and the Riverwalk itself have clearly been designed to meet universal design guidelines. Picnic tables, piers, fishing areas, and sitting areas are all universally accessible. Accessible parking is also located nearby. |

A scenic view of a park. In the foreground, a wooden picnic table with a black metal frame sits on a light-colored paved path. To the right of the table, a large, stylized shadow of a person is cast onto the path. In the background, a calm lake reflects the sky and surrounding trees. A fountain with multiple jets of water is visible on the left side of the lake. A wooden walkway with a railing runs along the far side of the lake, and a dense line of trees forms the horizon under a blue sky with scattered clouds.

CHAPTER 7

GOALS &
OBJECTIVES

In consideration of the recreation needs and deficiencies presented above, the Recreation Commission and the City Council have developed specific goals and objectives. These goals and objectives are intended to be the official policy of the City of Lowell on recreation matters. Goals and objectives help to provide direction in order to identify appropriate projects and programs.

The goals are intended to describe a desirable end state or the condition of recreation in the City of Lowell over the life of this plan, but some goals will remain relevant beyond this timeframe. The goal statements are intentionally general but are felt to be attainable through concerted efforts. The objective statements tend to be more specific and may be regarded as milestones in the journey to achieve the larger goal.

Goal 1

The City of Lowell parks and recreation system will contain accessible, well-maintained and plentiful parklands that are responsive to present and future needs of City residents.

Objectives:

- A. Develop an on-going planning process with a built-in procedure for receiving public input and evaluation of recreation opportunities.
- B. Update the recreation plan as needed and entirely review the plan every five years.
- C. Enhance recreation opportunities for persons of all ages.
- D. Ensure that existing park facilities are preserved and well-maintained through adequate and appropriate maintenance, and remain suitable for future improvements.

Goal 2: The City of Lowell will foster positive relationships with adjoining municipalities and organizations to coordinate facilities and programming to best serve the needs of its residents.

Objectives:

- A. Provide facilities that complement those of Kent County, neighboring Townships, Lowell Area YMCA and other groups.
- B. Cooperate with and contribute to community wide/regional recreation projects.
- C. Seek active participation in the planning of recreation facilities and/or opportunities that affect City of Lowell residents.
- D. Work with little league, soccer and other youth organizations to support their needs are being met by parks in and around the City.

Goal 3: The City of Lowell will continue to seek opportunities for new recreational uses of existing City park properties.

Objectives:

- A. Provide encouragement and guidance for development of potential RV camping park.
- B. Seek public input for potential uses of Moose and Rogers properties and the Upper Bridge Property.
- C. Seek to develop the riverwalk and downtown area in accordance with the City's adopted Downtown Placemaking Plan.

Goal 4: *The City of Lowell will connect the city to safe, well-maintained non-motorized trails both within the City and beyond.*

Objectives:

- A. Foster cooperative relationships with the North Country Trail Association, the Lowell Area Recreation Authority (LARA), the Fred Meijer regional trail group, and others to provide non-motorized trails and pathways in the City and connect them to larger regional trail networks.
- B. Work with LARA to expand the existing trail system to connect key destinations in the City.
- C. Work with property owners to develop a workable plan to provide for maintenance and snow removal from designated non-motorized trails in the City.

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A photograph of several kayaks floating on a body of water. The kayakers are arranged in a line, with a green kayak in the foreground, followed by a yellow one, and then orange ones. The water is calm with gentle ripples. The kayakers have black straps and blue circular hatch covers. The word 'Venture' is visible on the side of the yellow kayak.

CHAPTER 8

ACTION PROGRAM

Lowell residents have, for many years, enjoyed a wide range of recreation opportunities provided by the City. The Parks & Recreation Commission is committed to maintaining a high quality program for the community and is continually striving to improve the facilities and programs available.

This recent area wide effort to review recreation opportunities for the Lowell communities has been of great benefit in formulating the Action Program. For a community of its size, the Lowell area contains substantial park land and some uncommon recreational assets. The Action Program focuses on refinements to the City's existing parks and recreation system based on the needs and interests of its residents.

IMPROVEMENTS BY PARK

The following tables identify a wish list of improvements by park, their priority, and estimated cost, if available.

Priorities are established using the following scale:

- A: High importance, most achievable (1-3 years)
- B: Moderate importance, achievable during the life of the Plan (2-5 years)
- C: Lowest importance, achievable long term (5+ years)

COST ESTIMATES AND SOURCE

The following tables also contain cost estimates. Actual costs for improvements can vary significantly based on the nature of the proposed improvements and many other factors. In all cases, the potential source of the funds will include the City's general fund as well as potential grants from the DNR including Trust Fund grants, Passport grants, LWCF grants, and other grant programs.

CREEKSIDE PARK

| Improvements | Priority | Cost |
|--|----------|--------------------|
| Rehabilitate aging kingdom | A | \$30,000 |
| Add paved walking trail loop around the park | B | \$50 per foot |
| Add park, City, and destination signage | A | \$5,000 |
| Resurface bridge and add rails | C | \$10,000 |
| Add storage building to restroom/concession building | C | \$50,000 |
| Structural and electrical improvements to pavilions | B | \$10,000 |
| Add parking spaces | B | variable |
| Add second restroom facility | C | \$200,000 |
| Add two additional baseball fields | C | \$40,000 |
| Add additional picnic tables | B | \$200 each |
| Expand sprinkler system to the North/SE fields | B | \$15,000 per field |
| Plant trees around the perimeter of the park | B | variable |
| Improve ADA accessibility, including installing an ADA fountain and improving accessibility in gardens | A | variable |
| Re-align and Re-skirt West Field | B | variable |
| Construct raised beds at community garden | B | \$300 each |
| Construct dugouts for ball fields | C | \$5,000 each |
| Add lights to athletic fields | B | \$15,000/light |
| Add tennis/pickleball courts | C | \$50,000 each |
| Seal/resurface main parking lot | C | \$15,000/\$65,000 |
| Replace backstop screens on fields | C | \$10,000 |
| Crackfill and seal pathway | B | \$3,300 |
| Crackfill and seal soccer parking lot | B | \$9,000 |

STONEY LAKESIDE PARK

| Improvements | Priority | Cost |
|--|----------|---------------|
| Add playground equipment | A | \$50,000 |
| Add walking trail around the playground connecting to sidewalk and restrooms, improve connectivity | B | \$50 / foot |
| Add a pavilion on west side of park | B | \$100,000 |
| Construct deck off of new pavilion over lake | C | \$10,000 |
| Construct/improve lake boat dock | B | \$10,000 |
| Improve Grand River entrance | C | variable |
| Create canal to connect river to lake | C | variable |
| Connect trail to Township park | A | \$50 / foot |
| Construct floating dock | B | \$5,000 |
| Add walking trail behind Water Treatment Plant | B | \$50/foot |
| Add wildflower garden | C | variable |
| Add signage guiding users between Creekside and Stoney Lakeside parks | A | variable |
| Add picnic tables | A | \$200 each |
| Pave east side parking lot | C | \$25,000 |
| Add park lighting | B | \$15,000 each |
| Add grills to picnic area | B | \$200 each |
| Construct additional picnic shelter | B | \$25,000 |
| Improve ADA accessibility, including fountain, foot wash, and beach ramp | A | variable |
| Construct dock on Grand River | B | variable |
| Skate park improvements | C | variable |
| Life rings in place of boat | A | \$500 |
| Add basketball court | B | \$25,000 |
| Resurface 2/3 of parking lot | C | \$35,000 |
| Resurface path to restroom | A | \$50/foot |
| Add gazebo to dog park | C | \$5,000 |

RICHARDS PARK

| Improvements | Priority | Cost |
|--|----------|------------|
| Add sprinkler system/irrigation | A | \$15,000 |
| Improve landscaping and flowers | A | variable |
| Add park, City and destination signage | A | \$5,000 |
| Add splash pad | B | \$75,000 |
| Add restrooms/storage building | A | \$200,000 |
| Add climbing wall | C | \$40/sq ft |
| Add climbable structure for children | B | \$50,000 |
| Connect park to LARA trailway | B | variable |
| Add new picnic shelter | B | \$25,000 |
| Improve ADA accessibility, including accessible fountain and accessible path to playscape and fountain | A | variable |
| Repair ice rink | A | variable |
| Add pavilion in center of park | A | \$25,000 |

RIVERWALK

| Improvements | Priority | Cost |
|---|----------|-----------|
| New showboat | A | variable |
| Splash pad | C | \$75,000 |
| Public restrooms | A | \$200,000 |
| Extend Riverwalk south of Main St | B | variable |
| Add gazebo south of Main St | B | \$5,000 |
| Connect Riverwalk to LARA and North Country Trail systems | A | variable |
| Fence or screen porta potty | A | \$500 |
| Improve signage | A | \$5,000 |
| Rehabilitate riverwalk | B | variable |

RECREATION PARK

| Improvements | Priority | Cost |
|---|----------|---------------|
| Add basketball courts | B | \$25,000 each |
| Establish RV Park | C | |
| Add park, City, and destination signage | A | \$5,000 |
| Add trail wayfinding signage | B | \$5,000 |
| Swap ballfield property | B | variable |
| Improve roadway landscaping | C | variable |
| Change name of park | C | minimal |
| Establish connection to island and Rogers Property by adding trail and bridge over the Flat River | B | \$1M |
| Establish a trailhead | A | \$50,000 |
| Improve boat launch | B | variable |
| Improve ADA accessibility | B | variable |
| Continue to pave parking lot (Foreman Building by Football Field) | B | \$50,000 |
| Add Grand River Water Trail, including water trail signage/milemarkers | B | \$30,000 |
| Add restrooms for water trail | C | \$200,000 |
| Add camping for water trail | B | \$50,000 |
| Establish farmer's/flea market | B | \$50,000 |
| Improve access to Flat River | B | variable |

SCOUT PARK

| Improvements | Priority | Cost |
|--|----------|------------|
| Improve boat and canoe launch | B | variable |
| Add amphitheater with natural seating | C | \$150,000 |
| Add park, City, and destination signage | A | \$5,000 |
| Add gazebo | C | \$5,000 |
| Add mountain biking and cross-country ski trails | B | variable |
| Add climbing wall and rope course | C | \$40/sq ft |
| Add picnic area and trash receptacles | B | \$2,000 |
| Improve river access | C | variable |
| Develop master plan for the property | B | \$5,000 |
| Improve entrance to park | B | variable |
| Improve ADA accessibility | A | variable |
| Add parking lot | B | \$50,000 |

ADDITIONAL RECREATION IMPROVEMENTS

The following is a list of identified improvements which belong to a City property, an unimproved park, a park that is not yet developed, non-motorized trail, or an improvement location has not been identified.

- Develop Upper Bridge Park with a dock/boat launch
- Work with LARA on grant applications for regional trail connections. Budget approximately \$5,000.
- Community swimming pool
- Community center
- New multi-purpose (field-turf) field with spectator area (1,500-2,000 seats) for football, soccer, lacrosse, etc.
- Stabilize West River bank and add recreational amenities



CHAPTER 9

APPENDICES

PLAN ADOPTION

This 2018-2022 City of Lowell Parks and Recreation Plan was recommend for approval by the Parks Commission on January 17, 2018 and adopted by the Lowell City Council on February 20, 2018.