

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

For the Regular Meeting of the Planning-Citizen Advisory Commission September 26, 2005 at 7 p.m.

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

City Clerk Betty Morlock swore Mark Mundt into office as a Planning Commissioner.

Present: Commissioners Berry, Hall, LaPonsie, Mundt, Teelander and Chairman Jahnke.

Absent: Commissioner Dimmick, Grimm and Schmaltz.

Also Present: City Manager David Pasquale, City Clerk Betty Morlock, DPW Director Dan DesJarden, Councilmember Jim Hodges, Jim Pfaller, Mayor Jeanne Shores, and Building Inspector Doug Hopkins.

IT WAS MOVED BY TEELANDER and seconded by LAPONSIE to excuse the absences of Commissioner Dimmick, Grimm and Schmaltz.

YEA: 6. NAY: 0. ABSENT: 3. MOTION CARRIED.

IT WAS MOVED BY LAPONSIE and seconded by HALL to approve the minutes from the August 22, 2005 as corrected.

YEA: 6. NAY: 0. ABSENT: 3. MOTION CARRIED.

Item #1. **APPROVAL OF AGENDA**. Chairman Jahnke requested removing Item 6C (Mining Ordinance), 6D (Coordination of Balloons Display for West Side Businesses) and 6E (Review of Industrial Zoning for Property located at the southeast corner of Grand River and Division) until further notice.

IT WAS MOVED BY HALL and seconded by BERRY to approve the agenda as amended.

YEA: 6. NAY: 0. ABSENT: 3. MOTION CARRIED.

Item #2. **PUBLIC HEARING**. None.

Item #3. **NEW BUSINESS**

A. **SITE PLAN REVIEW** None.

B. **VARIANCES – RECOMMENDATION TO THE ZONING BOARD OF APPEALS** None.

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

- A. 911, 925 and 951 Grindle – Private Street – consideration of 1000 feet as maximum length – recommendation to the City Council. City Manager Pasquale stated originally when the road was constructed there were two homes planned, then a third one was built. One or two homes can be built on a drive with no particular details needed. But when the third home is built, the private street ordinance must be followed.

Last year, there were approvals involving the development for the Grindle private street. But upon further review of the road and the ordinance, there needed to be further information provided. City Attorney Richard Wendt reviewed this and informed the developers to provide information which would meet the intent of the private road street ordinance.

To properly approve this, easements from all the property owners are needed so there can be access to all three homes. According to the ordinance, a private road can only extend 800 feet. When there is an additional length requested, a waiver or variance must be given by the City Council upon recommendation of the Planning Commission. As provided, the road is proposed to be 1000 feet long. The survey showed the street proceeding from Grindle Drive west then east then west again and does provide access for all three homes. According to the ordinance, the 1000 foot road would need to comply with either item b.1 (topography), b.2 (inefficient use of land) or b.3 (other means of emergency vehicles). There is no other way to gain access to the back lot. Thus, it is necessary to go beyond the 800 feet. There was an approval previously of a private street plan for Sundry Development which was in excess of 800 feet, involving Grindle Court.

From a Public Works stand point, there is no particular problem with the length of the street. It does provide suitable access to all three homes. The City Engineer reviews this regarding emergency vehicles and turning radius.

Chairman Jahnke understood the recommendation could be made, if one of the three criterias is met.

Commissioner Hall questioned what are the addresses of the private street. City Manager Pasquale responded these have Grindle Drive addresses. There are other private streets which have the addresses of the main street where these have access.

IT WAS MOVED BY HALL and seconded by LAPONSIE to recommend approval of the 1000 foot length for the private street from Grindle Drive based on meeting criteria b.2 of Section 4.20 "That not allowing a longer private street would result in inefficient use of land. Alternate development plans demonstrating that no other development is feasible shall be submitted by the applicant and reviewed by the City Council prior to confirming this finding."

YEA: 6. NAY: 0. ABSENT: 3. MOTION CARRIED.

- B. MASTER PLAN UPDATE – REVIEW OF RFP DRAFT. City Manager Pasquale presented an RFP draft for the Master Plan Update. This would be a two year project with \$10,000 per year, allocating \$5,000 from the General Fund and \$5,000 from Community Block Grant Fund.

The Commissioners reviewed and discussed the proposed RFP and the following amendments were made:

Under Community Analysis, Natural Features – Identification and protection.

Under Emphasis areas, add Wellhead Protection Plan

Timeline: 2 years initiating on March 1, 2006 to be completed by February 28, 2008.

RFP due by December 1, 2005.

By consensus, the Planning Commission approved the Request for Proposal for the Master Plan Update as amended.

- Item #5. BUILDING INSPECTOR'S REPORT. Doug Hopkins informed the Commission that zoning does not address square footage or parking in businesses or second and third floor apartments in the General Business District (C-2),

Chairman Jahnke felt this issue could be addressed under special use permit. By consensus, the Commissioners agreed.

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

- Item #7. COMMISSIONER COMMENTS. Commissioner Mundt thanked Mayor Shores for the appointment and how happy he is to be part of the Commission. He also requested complete names be placed on the Summary of Complaints and Action Taken report, which is prepared by Zoning Administrator, Brian MacCartny.

Commissioner LaPonsie asked for an update on the annexation. City Manager Pasquale stated the State Boundary Commission had tabled this issue for thirty days so the City and Vergennes Township could negotiate a P.A. 425.

Commissioner Hall commented on how nice the new awning looks at the Main Street entrance and the doors being refinished.

DPW Director Dan DesJarden said the awning was approved and a grant was received from the Downtown Historic District Commission. A new awning will replace the one installed since the first was the wrong size. Also, DesJarden will apply for another grant providing an awning for the Monroe

Street entrance. This awning would be the same color, but would be circular shaped due to the layout of the doors.

Commissioner Teelander questioned if self-made "Lot for Sale" signs are legal. Building Inspector Doug Hopkins stated those are permitted signs.

She also requested Hopkins check the banner hanging between two trees at Birchwood Apartments to determine if it meets the requirements.

Chairman Jahnke apologized for the delays providing information on various items. He will be contacting Commissioners to assist in completing these projects.

Commissioner Hall requested the Zoning Administrator investigate the truck parked in Vennen car lot with advertisement of oil changes.

IT WAS MOVED BY HALL to adjourn at 8:02 p.m.

DATE:

APPROVED:

Clark K. Jahnke, Chairman

Betty R. Morlock, City Clerk