

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

For the Regular Meeting of the Planning-Citizen Advisory Commission on Monday, February 23, 2009 at 7:00 p.m.

City Clerk Morlock swore in newly appointed Andrew Schrauben as Planning Commissioner.

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

Present: Commissioners Dimmick, Doyle, Folsom, LaPonsie, Noall, Schrauben and Vice Chair Jahnke.

Absent: None.

Also Present: City Manager Pasquale, City Clerk Morlock, DPW Director DesJarden, Councilmember Ellison and Mayor Hodges.

Vice Chair Jahnke opened the nominations for Chair.

IT WAS MOVED BY JAHNKE and supported by LAPONSIE to nominate Commissioner Folsom for Chair of the Planning Commission.

Vice Chair Jahnke closed nominations for Chair.

YEA: Commissioners Dimmick, Doyle, LaPonsie, Noall, Schrauben and Vice Chair Jahnke.
NAY: None. ABSTAIN: Commissioner Folsom. Motion Carried.

Vice Chair Jahnke turned the meeting over to Chair Folsom.

Chair Folsom opened the nomination for Vice Chair.

Vice Chair Jahnke stated that he no longer wishes to serve as Vice Chair.

IT WAS MOVED BY DIMMICK and supported by FOLSOM to nominate Commissioner Noall for Vice Chair of the Planning Commission.

Commissioner Dimmick was nominated as Vice Chair of the Planning Commission, but chose not to be considered.

Chair Folsom closed the nominations for Vice Chair.

YEA: Commissioners Dimmick, Doyle, Jahnke, LaPonsie, Schrauben and Chair Folsom.
NAY: None. ABSTAIN: Commissioner Noall. Motion Carried.

IT WAS MOVED BY JAHNKE and supported by LAPONSIE to approve the minutes of the regular meeting of January 26, 2009 as submitted.

YEA: 7. NAY: 0. ABSENT: 0. MOTION CARRIED.

Item #1. **APPROVAL OF AGENDA.** Commissioner Jahnke suggested Item 7 B (joint signage ordinance with Lowell Township) and C (off street parking lighting) be deferred until the March, 2009 meeting.

IT WAS MOVED BY JAHNKE and seconded by DIMMICK to approve the agenda as amended.

YEA: 7. NAY: 0. ABSENT: 0. MOTION CARRIED.

Item #2. **PUBLIC HEARING.**

A. Ordinance amending the MHP, PF, C-3 and R-3 districts to included future land use designation from the master plan – set public hearing (3/23). As discussed at the last meeting and directed by the Planning Commission, the ordinance amends the Mobile Home Park, Public Facilities, General Business and Multiple Family Residential districts to include future land use designations from the master plan. Specifically, this would provide:

- Manufactured Housing land use category within the MHP district text
- Parks and Recreation land use category within the PF district text
- Mixed Use land use category within the C-3 district text
- Downtown Edge land use category within the R-3 district text

Eventually, the Mixed Use and Downtown Edge will have their own zoning districts. At this point, the proposed ordinance amendment continues the linkage between the Zoning Code and the Master Plan.

Commissioner LaPonsie stated the Master Plan created zoning districts which do not currently exist. This is the first step in matching the ordinance with the Master Plan. These are language changes only and does not change or rezone any properties.

IT WAS MOVED BY NOALL and seconded by JAHNKE to set a public hearing for March 23, 2009 regarding ordinance text amendments to the MHP, PF, C-3 and R-3 districts.

YEA: 7. NAY: 0. ABSENT: 0. MOTION CARRIED.

B. Special Use Permit – establish Ignite Church at 2173 West Main – set public hearing (3/23). Ryan Kyes of Ignite Church explained a decision was made to indefinitely defer on the Other Place building and establish Ignite at the Family Dollar store (Ridgeview Plaza) instead. It makes for a great opportunity to use the space next to the movie theater. The area offers better parking as well.

City Manager Pasquale stated the issue is being treated the same as with the Larkin's site. It is being considered as a place of assembly. Within the General Business district, there are listings of special uses. Special Uses are allowed uses but yet these still need a special review of the Planning Commission.

A public hearing needs to be established for the March 23 meeting where a special use would be considered.

IT WAS MOVED BY JAHNKE and seconded by LAPONSIE to set a public hearing for March 23, 2009 regarding a Special Use Permit for Ignite Church at 2173 West Main.

YEA: 7. NAY: 0. ABSENT: 0. MOTION CARRIED.

Item #3. NEW BUSINESS

- A. Site Plan review – none
- B. Variances – Recommendations to the Zoning Board of Appeals – none

Item #4. ANY OTHER BUSINESS/ON GOING BUSINESS

- A. Review and comments regarding proposed weather shelter at Dog Park. Jeff Eckstrom, representing the dog park committee, presented the construction of a weather shelter at Stoney Lakeside Park inside the fenced in off leash area.

City Manager Pasquale explained Eckstrom has been working with the City Parks and Recreation Commission and is considering the shelter within the off leash facility. The Parks and Recreation Commission has requested comments from the Planning Commission.

Commissioner LaPonsie questioned how close the structure would be to the small dog area. Eckstrom responded a sufficient distance. There was a need to leave plenty of space between the large and the small dog park areas.

Hopefully through fundraising, benches can be sold for seating inside the structure. There will be no sides to the structure.

Pasquale stated contractor Ivan Blough assisted Eckstrom with the initial plans. Eckstrom noted Blough will be the onsite building coordinator for the project.

Commissioner Noall questioned why the shelter was being placed in this location. Eckstrom responded this appears to be the area where people stand. It allows plenty of space all the way around the park.

Commissioner Doyle asked if there is an area where dogs can get a drink. Eckstrom stated water is held in a chest during the non winter months.

Doyle inquired if trees would be planted. Eckstrom stated the Arbor Board placed four trees on the west end last year and hope to plant a couple more each year.

IT WAS MOVED BY DIMMICK and seconded by DOYLE to approve the proposed weather shelter at the dog park as proposed.

YEA: 7. NAY: 0. ABSENT: 0. MOTION CARRIED.

- B. Joint signage ordinance with Lowell Charter Township – update – deferred from previous meetings. The issue was tabled until the March meeting.
- C. Off Street Parking Lighting Section of the Zoning Ordinance – further discussion. The issue was tabled until the March meeting.
- D. Portable, Temporary Garages – tabled. Jeff Altoft was unable to attend the Commission meeting and requested the portable, temporary garages issue be deferred until March.
- E. Street names (Jackson – South Division). DPW Director DesJarden updated the Commission last month regarding the procedures the Kent County Road Commission requires regarding all property owners being in favor of renaming the S. Division portion in question to S. Jackson. DesJarden made contact with the property owner and attempted to schedule an onsite visit in order to provide a better understanding of what the City is trying to accomplish. The property owner absolutely does not want the street renamed. DesJarden contacted Kent County regarding other recourses which could be taken. Kent County indicated the next step would be to take the issue to Council on a resolution, petitioning the Kent County Road Commission to rename the street. With this resolution and the Council's approval seeking the renaming of the street, the City would send maps indicating the exact location of the change. The committee would then review the request for approval.

The resolution must state why the City is seeking to rename this portion of the street. The County indicated there are no parcels with addresses which would change. If this is approved, the City would be responsible for the cost of updating all City maps, including the zoning maps, City maps and DDA maps.

The next step is to take it to Council for a resolution to the Kent County Road Commission.

Commissioner Jahnke asked if expenses would be incurred to resurvey the area. DesJarden did not know what the purpose of a survey would be.

Vice Chair Noall questioned the cost to update the maps. Pasquale was unsure.

Pasquale noted the RV park has been proposed on City property.

Chair Folsom believed this would be a natural extension which should have been done when the road construction was previously undertaken. It has minimal impact to property owners and no address changes will be needed.

IT WAS MOVED BY DIMMICK and seconded by JAHNKE to approve and forward the issue of street names regarding North Division and North Jackson Street onto the City Council for review.

YEA: 7. NAY: 0. ABSENT: 0. MOTION CARRIED.

Item #5. **BUILDING INSPECTOR'S REPORT.** Commissioner LaPonsie requested an update of what is happening to the W. Main properties on the bridge. Building Inspector Doug Hopkins stated each has received certified letters regarding condemnation. No responses have been received. LaPonsie asked if the buildings are condemned, does the property owner get any reimbursement from the City? City Manager Pasquale stated the buildings are removed at City cost. Traditionally, such buildings would have land underneath. The cost of removing the structure would then be placed on the land or property. The problem here is he did not believe there would ever be anything rebuilt.

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

Item #7. **COMMISSIONERS COMMENTS.** Commissioner Doyle stated she would not be able to attend the March Planning Commission meeting. She commented when she lived on Lincoln Lake in Vergennes Township and the street/address changes took place. She did not recall being notified of such a change. It just happened.

Commissioner Noall thanked Commissioner Dimmick for the nomination of Vice Chair.

She was saddened to see the closure of Voyages. Pasquale noted there are private parties who have requested an interest in the business.

Commissioner Jahnke commented on the LED street lights. These do a good job of lighting the intersections.

Commissioner Schrauben thanked the Commission for bearing with him as he is learning.

Commissioner LaPonsie congratulated and welcomed Schrauben. She also congratulated Noall as Vice Chair and Folsom as Chair of the Commission.

Chair Folsom thanked everyone for electing him Chair of the Commission. This will be an opportunity for him to grow.

IT WAS MOVED BY JAHNKE to adjourn at 8:01 p.m.

DATE:

APPROVED:

Douglas L. Folsom, Chairman

Betty R. Morlock, City Clerk