

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

For the Regular Meeting of the Planning-Citizen Advisory Commission on Monday, July 25, 2011, at 7:00 p.m.

The Meeting was called to order at 7:00 p.m. by Chair Hall and City Clerk Betty Morlock called the Roll.

Present: Commissioners Dave Cadwallader, Don Green, Shannon Hanley (arrived at 7:02), Maryalene LaPonsie, Al Mathews, Rachael Schwab and Chair Jim Hall.

Absent: None.

Also Present: City Clerk Betty Morlock, DPW Director Dan DesJarden, Police Chief Barry Getzen, Zoning Administrator Adam Lynema, and Mayor Jim Hodges.

IT WAS MOVED BY LAPONSIE and seconded by CADWALLADER to excuse the absence of Commissioner Hanley.

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

IT WAS MOVED BY LAPONSIE and seconded by MATHEWS to approve the minutes of the regular meeting of June 27, 2011 as written.

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

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

IT WAS MOVED BY MATHEWS and supported by LAPONSIE to approve the agenda as written.

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

Item #2. **NEW BUSINESS.**

A. SITE PLAN REVIEW

1. 218 South Washington Street – Jice Pharmaceuticals – two additions. Jay Kilpatrick of Williams & Works presented a more detailed site plan. Information is still missing regarding the proposed property exchange as well as some detail with regard to signage, if any is desired. Other than that, all site plan requirements have been met. However, the site plan cannot be approved at this time due to the variance requirement.

The existing structure is legal nonconforming both with regard to the front and side lot line. Jice is proposing to expand this. The ordinance states a nonconforming structure can only be enlarged if

the portion of the enlarged complies with the ordinance. Therefore, a variance is necessary. Once completed, the site plan can be considered with the variance in place.

Kilpatrick explained this is a tight site within the Industrial District and because of the constraints, he believed the prospect for the variance approval was good. However, Kilpatrick noted the Zoning Board of Appeals may question why it is necessary to build the addition as requested rather than to the west where a variance would not be required. He believed the answer was more financial than technical. However, it is their right to request a variance.

Kilpatrick suggested the Planning Commission not take any specific action on the site plan. However, it would be appropriate to forward a recommendation to the Zoning Board of Appeals.

Chair Hall commented on the two semitrailers adjacent to the existing manufacturing building and suggested these be removed. He also requested the wall be repaired to a reasonable condition.

Commissioner LaPonsie confirmed the addition would provide for one large building and the roof would have the same angle. Travis Miller of Augustus Construction Company responded yes, he also noted lighting is included.

Hall requested the plan be broken into two pages for clearer clarification. Also, the various trees and shrubs should be included on the site plan. Hall suggested trees along Washington Street, particularly where the trailers are being removed. He also noted the existing grove of trees should be cleaned up.

City Clerk Betty Morlock stated notices were sent out to residents within 300 feet of the property. The only response received was from the Lasby's of 226 S. Jefferson, who supported the expansion.

Miller questioned traffic circulation on Kent Street. Semitrailers are planned for deliveries. However, there is very little room to create a turnaround for the trucks. He wanted to ensure this would not be an issue and that trucks would be allowed to back in off of Kent Street. Hall did not believe this would be a problem.

Hall clarified lot coverage would be at 44%.

Miller asked if a paved drive was necessary. Both Hall and LaPonsie agreed a paved drive is a requirement.

No further information was provided.

B. VARIANCES – Recommendation to the Zoning Board of Appeals

1. 218 South Washington Street – Jice Pharmaceuticals – variances related to building additions. Jay Kilpatrick of Williams & Works stated in the past the Planning Commission has made recommendations on variances. However, he advised the Commission not do this as it should be up to the Zoning Board of Appeals. Commissioner LaPonsie was concerned regarding the Commission not providing a recommendation to the Zoning Board of Appeals. Chair Hall believed the Commission should take the advice from a professional planner. Kilpatrick stated the City of Lowell is unique in that the City Council serves as the Zoning Board of Appeals.

Item #3. **ANY OTHER BUSINESS/ON GOING BUSINESS.**

- A. Review of Planning Commission Manual. Jay Kilpatrick of Williams & Works stated a proposal has been sent to City Manager Mark Howe.

Chair Hall suggested waiting on the issue until Howe is more familiar with zoning issues.

Item #4. **BUILDING INSPECTORS REPORT.** Zoning Administrator Adam Lynema commented on the Building Inspectors report. An updated list will be provided.

Item #5. **PUBLIC COMMENTS AND COMMUNICATIONS CONCERNING ITEMS NOT ON THE AGENDA.** No comments were received.

Item #6. **COMMISSIONERS REMARKS.** Commissioner LaPonsie congratulated Councilmember Hanley on her new baby.

Commissioner Green received a comment regarding the variances given to homes on North Monroe. These are projects that can substantially improve the neighborhood.

Commissioner Mathews appreciated Kilpatrick's expertise and thanked him for his involvement.

IT WAS MOVED BY GREEN to adjourn at 8:38 p.m.

DATE:

APPROVED:

Jim Hall, Chair

Betty R. Morlock, City Clerk