

OFFICIAL PROCEEDINGS
OF THE
PLANNING-CITIZEN ADVISORY COMMISSION
CITY OF LOWELL, MICHIGAN
FOR THE REGULAR MEETING OF
MONDAY, FEBRUARY 27, 2012, AT 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 Vice Chair Maryalene LaPonsie and City Clerk Betty Morlock called the roll.

Present: Commissioners Dave Cadwallader, Jim Hall, Shannon Hanley, Rachael Schwab and Vice Chair Maryalene LaPonsie.

Absent: Chair Mathews.

Also Present: City Manager Mark Howe, City Clerk Betty Morlock, DPW Director Dan DesJarden, Zoning Administrator Adam Lynema, Jay Kilpatrick, AICP, and PCP of Williams & Works, Mayor Pro Tem Sharon Ellison and Mayor Jim Hodges.

IT WAS MOVED BY HANLEY and seconded by CADWALLADER to excuse the absence of Chairman Mathews.

YEA: 5. NAY: 0. ABSENT: 1. MOTION CARRIED.

2. **APPROVAL OF AGENDA**

IT WAS MOVED BY CADWALLADER and seconded by SCHWAB to approve the agenda as written.

YEA: 5. NAY: 0. ABSENT: 1. MOTION CARRIED.

3. **APPROVAL OF THE MINUTES**

IT WAS MOVED BY HALL and seconded by CADWALLADER that the minutes of the January 23, 2012 meeting be approved as written.

YEA: 5. NAY: 0. ABSENT: 1. MOTION CARRIED.

4. **PUBLIC COMMENTS AND COMMUNICATIONS CONCERNING ITEMS NOT ON THE AGENDA**
- NONE

5. **OLD BUSINESS** - NONE

6. **NEW BUSINESS**

A. **SITE PLAN REVIEW**

- **1427 West Main Street – O'Reilly Auto Parts.** Jay Kilpatrick of Williams and Works stated this issue was reviewed at the previous meeting and tabled for further comments. The applicant has been provided with comments and suggestions. O'Reilly Auto Parts submitted written communication regarding the desire to confer with the Planning Commissions items set forth in January.

Kilpatrick provided a memo summarizing the discussion and repeating the recommendation for approval, incorporating a series of conditions.

The issue with the sign remains an open question as the Planning Commission requested consideration be given to a monument sign. It has also been suggested a shared access be established between the east and west properties, providing a complimentary easement to either property. The commercial uses can connect without forcing traffic onto M-21. Hard surface will also be provided rather than crushed asphalt or concrete for the drive.

Kilpatrick suggested the Planning Commission and the applicant discuss the pole sign, issue of the foundation plantings, curb stops and dumpster enclosure. If there is an understanding, the recommendation would be for approval subject to the conditions set forth in the memo and any conditions which may arise with regard to the signage, curbing, foundation plantings and dumpster.

Leslie Guillot with Buddy Webb Architect was present for discussion.

Acting Chair LaPonsie commented on the outdoor lighting fixtures. There was a concern the lights on the building were not specified correctly. Guillot noted this would be provided.

LaPonsie believed the ordinance states there needs to be an 8 foot clearance. Also, in the past there has been discussion to install monument signs rather than pole signs. By general consensus, the Commission agreed a monument sign should be placed.

LaPonsie noted the wheel stops in front of the building have been removed. By general consensus, the Commission wanted the wheel stops left in the plan.

LaPonsie questioned the dumper enclosure and location. Guillot stated this was not a problem to relocate.

Guillot commented on the easement and asked for clarification. Kilpatrick responded it would be better to pave to the property line. Guillot stated currently on the east side of the property there are parking stripes. Guillot requested these remain.

Hall wanted to see underground sprinkling installed. If not, he wanted a notation stating any plants that should die would be replaced within the growing season. Guillot stated this would be provided and the plans would be notated.

Hall suggested the issue be tabled until plans are completed.

Kilpatrick suggested assigning a small subcommittee to work through the minor administrative issues. City Manager Howe suggested a staff person be assigned to review further issues and communicate with the Planning Commission.

IT WAS MOVED BY HALL and seconded CADWALLADER to approve the site plan subject to final staff review of the conditions along with communication to the Planning Commission.

YEA: 5. NAY: 0. ABSENT: 1. MOTION CARRIED.

- **SITE PLAN REVIEW – 2400 WEST MAIN – GARAGE OF LOWELL.** Jay Kilpatrick of Williams and Works explained this is a site plan review for a parking lot and landscape plan improvement. There are two driveways within 50 feet of each along M-21. This is a non-conforming issue but closing one of the driveways could create significant circulation problems on the property. They are able to add some landscaping to shield the existing parking area which will be a significant improvement.

Kilpatrick recommended approval of the site plan. Seven conditions have been added as follows:

- No grading until there are permits
- All escrows have been paid up to date
- A revised plan with the requirements of the revision date and sealed
- Must include a canopy tree
- Landscape areas need to be irrigated
- The area south of the asphalt will not be used for parking or outdoor storage

Sam Tawney (Engineer) and part owner of the Garage of Lowell was present. He referred to the requirements. Part of the reason no canopy tree was shown is because of the sanitary sewer field and septic tank. Problems could be created because of the roots. However, additional trees have been planted elsewhere. Tawney was concerned with the cost of irrigation because of the size and nature of the property. The plan is to provide manual operation with summer labor.

By general consensus, the Commission agreed irrigation was not necessary as long as plants are replaced if they do not survive. Also, it is not necessary to provide a canopy tree near the septic field.

IT WAS MOVED BY CADWALLADER and seconded by SCHWAB to approve the site plan for 2400 West Main – Garage of Lowell, exempting the canopy tree in the septic area as well as noting landscape must be maintained or replaced within the season if it does not survive.

YEA: 5. NAY: 0. ABSENT: 1. MOTION CARRIED.

- **SITE PLAN REVIEW – 1301 BOWES ROAD – WOLVERINE WATER TREATMENT SYSTEMS.** City Manager Howe stated the site plan had been reviewed in September, 2010. The Planning Commission approved a site plan for Wolverine Water Company. However construction did not take place within the required time period. Therefore, the approval has expired. It is recommended the site plan be reapproved with the same conditions previously.

IT WAS MOVED BY SCHWAB and seconded by CADWALLADER to reapprove the site plan as previously presented with conditions.

YEA: 5. NAY: 0. ABSENT: 1. MOTION CARRIED.

- **SPECIAL USE PERMIT – 216 WEST MAIN STREET – ZANDSTRA – CONSIDERATION OF FINAL RESIDENTIAL DWELLING (ORIGINALLY APPROVED JULY 23, 2007 BUT HAS EXPIRED) – SET PUBLIC HEARING DATE (3/26).** A new special use permit is required because it has expired.

IT WAS MOVED BY HALL and seconded by CADWALLADER to set a public hearing date of March 26, 2012 in consideration of 216 West Main Street – Zandstra – Consideration of Final Residential Dwelling.

YEA: 5. NAY: 0. ABSENT: 1. MOTION CARRIED.

- **SPECIAL USE PERMIT – 126 SOUTH WEST STREET – XTREME TOWING LLC.** It is recommended a public hearing date of March 26, 2012 be set.

IT WAS MOVED BY SCHWAB and seconded by CADWALLADER to set a public hearing for March 26, 2012 regarding a special use permit – 126 South West Street – Extreme Towing LLC.

7. BUILDING INSPECTORS REPORT.

The Commissioners reviewed the reports that were provided.

8. PUBLIC COMMENTS AND COMMUNICATIONS CONCERNING ITEMS NOT ON THE AGENDA

No comments were received.

9. COMMISSIONERS REMARKS

Commissioner Cadwallader was pleased to see the businesses coming into town.

Commissioner Hall received a letter regarding parking on Main Street. Has this been referred to the Police Chief? City Manager Howe stated this has been taken care of.

A joint meeting with the City and townships is suggested for June, 2012. Hall suggested this be continued as an annual meeting.

IT WAS MOVED BY HALL to adjourn at 8:45 p.m.

DATE:

APPROVED:

Al Mathews, Chair

Betty R. Morlock, City Clerk