

OFFICIAL PROCEEDINGS
OF THE
PLANNING COMMISSION-CITIZEN ADVISORY COMMITTEE
CITY OF LOWELL, MICHIGAN
FOR THE REGULAR MEETING OF
MONDAY, JUNE 25, 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 Chair Al Mathews and Deputy City Clerk Susan Ullery called the roll.

Present: Commissioners Dave Cadwallader, Jim Hall, Shannon Hanley, Maryalene LaPonsie, and Chair Al Mathews.

Absent: Commissioner Rachel Schwab.

Also Present: City Manager Mark Howe, Deputy City Clerk Susan Ullery, DPW Director Dan DesJarden, City Planner Brian Wegener of Williams & Works, Mayor Jim Hodges.

IT WAS MOVED BY LAPONSIE and supported by HALL to excuse the absence of Commissioner Schwab.

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

2. **APPROVAL OF AGENDA**

IT WAS MOVED BY HALL and supported by LAPONSIE to approve the agenda as presented.

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

3. **APPROVAL OF THE MINUTES OF THE REGULAR MEETING OF MAY 29, 2012**

IT WAS MOVED BY LAPONSIE supported by HALL that the minutes of the May 29, 2012 meeting be approved as corrected.

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 AMENDMENT – 1427 WEST MAIN STREET – O'REILLY AUTO PARTS.** Brian Wegener of Williams & Works explained O'Reilly Auto Parks has submitted a site plan set with a site

development plan sheet similar to what was previously submitted in February, 2012. The major change that necessitates a new submittal involves “flipping” the site plan. According to the applicant, MDOT could not approve the driveway location proposed on the previous site plan and requested that the applicant move the curb-cut to the west side of the property. Accordingly, the proposed site layout has been reversed.

Wegener recommended approval contingent upon recommended conditions.

IT WAS MOVED BY CADWALLADER and supported by LAPONSIE to approve the Site Plan Amendment for 1427 West Main Street – O’Reilly Auto Parts with the following recommendations:

1. No grading, preliminary or final earthwork shall be undertaken on the site until a building permit has been issued consistent with this site plan approval.
2. Prior to issuance of any City permits, the applicant shall have paid all application, permit, reimbursable escrow, and other fees related to the request.
3. The applicant and the site shall at all times comply with local standards and ordinances.
4. All outdoor lighting fixtures shall be downward facing, fully cut-off fixtures to the satisfaction of the Zoning Enforcement Officer.
5. Evidence of Road Commission approval of the proposed driveway shall be provided.
6. Approval by the Director of Public Works, wastewater personnel and other local officials as to utility extensions, installation and connections.
7. References in the plans to a sign should clarify that a monument sign is approved.

YEA: 4. (Commissioners Cadwallader, Hanley, LaPonsie and Chair Mathews)

NAY: 1. (Commissioner Hall) ABSENT: 1. (Commissioner Schwab)

MOTION CARRIED.

- B. **VERGENNES TOWNSHIP MASTER PLAN UPDATE.** Chair Mathews commented on the proposed filling station at the corner of Lincoln Lake and Vergennes Road. Has there been any discussion with the Lowell City Airport. City Manager Howe stated he would check with Airport Manager Jim Sowle concerning the clearance of trees.

Brian Wegener of Williams & Works explained a buffer of some sort is required. However, there will be a height limitation of the trees due to airport being close by.

7. **BUILDING INSPECTORS REPORT**

City Manager Howe informed the Commission that starting July 1, 2012, the City will be contracting with Cascade Township for permits and inspections services. Howe will hold office hours on Tuesday and Thursday to handle Zoning enforcement issues. The Lowell Police Department will be assisting.

Commissioner LaPonsie commented on the display items outside at Dollar General. She noted the ice machine and other items which are placed outside.

8. **COMMISSIONERS REMARKS**

Chair Mathews asked if the sign at the old Superior Furniture building has been approved. City Manager Howe stated it has been approved as a temporary sign at this time.

Mathews suggested the sign ordinance be revisited. A workshop was suggested.

Mathews questioned the Arbor Board packet. Commissioner LaPonsie this was created as a means to provide information of what the Arbor Board desires. It notates high priority areas.

IT WAS MOVED BY LAPONSIE to adjourn at 7:57 p.m.

DATE:

APPROVED:

Al Mathews, Chair

Betty R. Morlock, City Clerk