

**OFFICIAL PROCEEDINGS  
OF THE  
PLANNING COMMISSION-CITIZEN ADVISORY COMMITTEE  
CITY OF LOWELL, MICHIGAN  
FOR THE REGULAR MEETING OF  
MONDAY, FEBRUARY 11, 2013 AT 7:00 P.M.**

**1. CALL TO ORDER: PLEDGE OF ALLEGIANCE, ROLL CALL**

The Meeting was called to order at 7:04 p.m. by Deputy City Clerk Susan Ullery and the Pledge of Allegiance was recited.

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

Absent: Al Mathews.

Also Present: City Manager Mark Howe, Deputy City Clerk Susan Ullery, DPW Director Dan DesJarden and Mayor Jim Hodges.

**2. APPROVAL OF AGENDA**

IT WAS MOVED BY CADWALLADER and supported by SCHWAB to approve the agenda as presented.

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

**3. APPROVAL OF THE MINUTES OF THE REGULAR MEETING OF JANUARY 14, 2013.**

IT WAS MOVED BY HALL supported by SALZWEDEL that the minutes of the JANUARY 14, 2013 meeting minutes be approved as corrected.

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

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

**5. OLD BUSINESS**

- a. **Review updated landscape plan for Builders Fireplace.** Chair LaPonsie explained the Arbor Board met on February 11, 2013 and recommended a grant be approved to Builders Fireplace for the planting of three trees not to exceed \$250 as well as an additional tree to be planted in observance of Arbor Day.

Peter Klaver of Builders Fireplace also presented an amended landscape plan for the building located at 521 W. Main Street.

IT WAS MOVED BY HALL and seconded by CADWALLADER to approve the updated landscape plan for Builders Fireplace at 521 W. Main Street.

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

6. **NEW BUSINESS**

- a. **ZONING ORDINANCE, AUDIT – CHAPTER 20, SIGNS.** Brian Wegener of Williams and Works provided a revised audit of Chapter 20, Signs for the Commission to review. Further review will continue during the March 11, 2013 meeting.
- b. **ZONING ORDINANCE, MASTER PLAN UPDATES – SET DEADLINE FOR REVIEW.** After a brief discussion, the Commission agreed to review the Master Plan during the August, 2013 meeting.

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

7. **BUILDING INSPECTORS REPORT.** City Manager Howe stated the two zoning violations notated on the report are located on Bowes Road and both refer to soft sided buildings.

8. **COMMISSIONERS REMARKS.** Commissioner Salzwedel questioned the status of the closed Burger King building and asked if anyone knew what was going in there.

Commissioner Hall thanked the Arbor Board for their work.

Chair LaPonsie wanted to coordinate dates for a joint Planning Commission meeting with the surrounding townships.

IT WAS MOVED BY CADWALLADER to adjourn at 8:15 p.m.

DATE:

APPROVED:

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Maryalene LaPonsie, Chair

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Betty R. Morlock, City Clerk