

**OFFICIAL PROCEEDINGS  
OF THE  
PLANNING COMMISSION-CITIZEN ADVISORY COMMITTEE  
CITY OF LOWELL, MICHIGAN  
FOR THE REGULAR MEETING OF  
MONDAY, FEBRUARY 10, 2014, 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 Deputy City Clerk Susan Ullery and the Pledge of Allegiance was recited.

Present: Commissioners Dave Cadwallader, John Gerard, Jim Hall, Shannon Hanley, Rachael Schwab, Jim Salzwedel.

Absent: None.

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

**2. ELECTION OF OFFICERS**

**A. CHAIR**

IT WAS MOVED BY SCHWAB and seconded by HALL to nominate Shannon Hanley as Chair for the Lowell Planning-Citizen Advisory Commission.

YES: 6. NO: 0. ABSENT: 0. MOTION CARRIED.

The meeting was turned over to Chair Hanley.

**B. VICE CHAIR**

IT WAS MOVED BY HALL and seconded by CADWALLADER to nominate Rachael Schwab as Vice Chair for the Lowell Planning-Citizen Advisory Commission.

YES: 6. NO: 0. ABSENT: 0. MOTION CARRIED.

**3. REVIEW AND ADOPTION OF PLANNING COMMISSION RULES OF PROCEDURE. The Commission reviewed the Rules of Procedure and made a few minor changes.**

IT WAS MOVED BY HALL and seconded by SCHWAB to adopt the Rules of Procedure as corrected.

YES: 6. NO: 0. ABSENT: 0. MOTION CARRIED.

**4. APPROVAL OF AGENDA**

IT WAS MOVED BY HALL and seconded by GERARD to approve the agenda as presented.

YES: 6. NO: 0. ABSENT: 0.

5. **APPROVAL OF THE MINUTES OF THE REGULAR MEETING OF OCTOBER 14, 2013.**

IT WAS MOVED BY HALL seconded by SALZWEDEL that the minutes of the October 14, 2013 meeting be approved as written.

YES: 6. NO: 0. ABSENT: 0. MOTION CARRIED.

IT WAS MOVED BY HALL and seconded by SALZWEDEL that the minutes of the December 16, 2013 special meeting be approved as written.

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

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

7. **OLD BUSINESS** No comments were received.

8. **NEW BUSINESS**

a. Strategic Planning. City Manager Mark Howe explained the Strategic Plan and the Roles and Responsibilities of the Planning Commission. The Commission categorized the importance of each idea.

b. Priorities 2014. The Planning Commission reviewed the Planning Commission Goals/Ideas for 2014.

9. **STAFF REPORT.** It was noted a Comprehensive Tree Plan will be emailed to the Commissioners for review as well as provided at the next meeting.

10. **COMMISSIONERS COMMENTS** No comments were received.

IT WAS MOVED BY CADWALLADER to adjourn at 7:42 p.m.

DATE:

APPROVED:

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Shannon Hanley, Chair

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Susan S. Ullery, Deputy City Clerk