

**OFFICIAL PROCEEDINGS
OF THE
PLANNING COMMISSION-CITIZEN ADVISORY COMMITTEE
CITY OF LOWELL, MICHIGAN
FOR THE REGULAR MEETING OF
MONDAY, APRIL 14, 2014, AT 7:00 P.M.**

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

The Meeting was called to order at 7:02 p.m. by Chair Hanley and the Pledge of Allegiance was recited. Deputy City Clerk Susan Ullery called roll.

Present: Commissioners Dave Cadwallader, John Gerard, Jim Hall, Matt Mayer, Jim Salzwedel and Chair Hanley.
Absent: Commissioner Schwab.
Also Present: City Manager Mark Howe, Deputy City Clerk Susan Ullery and Mayor Jim Hodges.

2. EXCUSE OF ABSENCES.

IT WAS MOVED BY HALL and seconded by CADWALLADER to excuse the absence of Commissioner Schwab.

YEA: 6. NO: 0. ABSENT: 1. MOTION CARRIED.

3. APPROVAL OF AGENDA

IT WAS MOVED BY CADWALLADER and seconded by GERARD to approve the agenda as corrected.

YES: 6. NO: 0. ABSENT: 1. MOTION CARRIED.

4. APPROVAL OF THE MINUTES OF THE REGULAR MEETING OF MARCH 10, 2014.

IT WAS MOVED BY HALL seconded by SALZWEDEL that the minutes of the March 10, 2014 meeting be approved as corrected.

YES: 6. NO: 0. ABSENT: 1. MOTION CARRIED.

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

6. NEW BUSINESS.

- a. Public Hearing – Special Use Permit – 211 ½ W. Main – Establish Upstairs Apartment. Property Owner Jim Reagan requested approval of a special use permit at 211 ½ W. Main to allow an upstairs residential apartment. Currently, it is zoned commercial.

Commissioner Salzwedel questioned parking for the residents. Reagan stated there is public parking. There has been some discussion as far as guidelines being established for residential parking.

Deputy City Clerk Susan Ullery read a letter into record from Nick Santoro of 211 ½ W. Main Street indicating his support of the special use permit.

Susan Mulnar, property owner of Glass House Designs at 215 W. Main, stated this is a unique situation. She was concerned with parking as well as possible smokers renting. She would want this all nonsmoking because it is a common area.

Commissioner Hall wanted clarification on parking. Reagan stated he owns to the street and could allow for parking spaces near the dumpsters.

City Manager Howe stated at some point, the Commission needs to review parking requirements for residential parking within the downtown area. This is a process that is scheduled to be reviewed this summer. The Downtown Development Authority has approved funding to create a downtown development plan and a critical component is evaluating various areas of the downtown parking.

IT WAS MOVED BY CADWALLADER and MAYER to approve the special use permit at 211 ½ E. Main to establish an upstairs apartment.

YES: 6. NO: 0. ABSENT: 1. MOTION CARRIED.

7. **OLD BUSINESS**

- a. **Review of Mixed Use Zoning.** Andy Moore from Williams and Works provided information regarding Mixed Use Zoning within the City. He referred to the 2007 Master Plan - Future Land Uses. This includes the downtown, downtown edge and mixed use designation.

Moore discussed four potential mixed use areas and asked where the Commission wishes to focus. Commissioner Hall believed areas #2 and #3 would be priorities. Moore suggested taking areas #2 and #3 and create a mixed use district that includes most of the downtown.

Commissioner Gerard believed area #1 should be considered for mixed use at some point in the future.

Howe referred to an industrial parcel along Main Street. There has been some discussion about this parcel being rezoned to mixed use.

Chair Hanley commented on smoking in shared spaces. Howe stated he would check with the City Attorney.

8. **STAFF REPORT.** There was nothing new to report at this time.

City Manager Howe provided a copy of an email requesting site plan modifications to the bio-digester. Because of the nature of the changes, these can be approved administratively, but Howe asked Commissioners to forward concerns to him in the next week.

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

IT WAS MOVED BY MAYER to adjourn at 7:58 p.m.

DATE:

APPROVED:

Shannon Hanley, Chair

Susan S. Ullery, Deputy City Clerk