

**OFFICIAL PROCEEDINGS  
OF THE  
PLANNING COMMISSION-CITIZEN ADVISORY COMMITTEE  
CITY OF LOWELL, MICHIGAN  
FOR THE REGULAR MEETING OF  
MONDAY, NOVEMBER 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 Vice Chair Cadwallader and the Pledge of Allegiance was recited. Deputy City Clerk Susan Ullery called roll.

Present: Commissioners Dave Cadwallader, Kelli Carney, John Gerard and Jim Hall

Absent: Commissioners Jim Salzwedel, James Zandstra and Chair Shannon Hanley.

Also Present: City Manager Mark Howe, Deputy City Clerk Susan Ullery and Williams and Works Planner Andy Moore.

**2. EXCUSE OF ABSENCES**

IT WAS MOVED BY GERARD and seconded by CARNEY to excuse the absences of Commissioners Salzwedel, Zandstra and Chair Hanley.

YES: 4. NO: 0. ABSENT: 3. MOTION CARRIED.

**3. APPROVAL OF AGENDA**

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

YES: 4. NO: 0. ABSENT: 3. MOTION CARRIED.

**4. APPROVAL OF THE MINUTES OF THE REGULAR MEETING OF OCTOBER 13, 2014**

IT WAS MOVED BY HALL seconded by CARNEY that the minutes of the October 13, 2014 meeting be approved as written.

YES: 4. NO: 0. ABSENT: 3. MOTION CARRIED

**APPROVAL OF THE MINUTES OF THE SPECIAL MEETING OF NOVEMBER 1, 2014**

IT WAS MOVED BY CARNEY and seconded by HALL that the minutes of the November 1, 2014 meeting be approved as written.

YES: 4. NO: 0. ABSENT: 3. MOTION CARRIED

**5. PUBLIC COMMENTS AND COMMUNICATIONS CONCERNING ITEMS NOT ON THE AGENDA. None.**

**6. OLD BUSINESS.**

- A. Ordinance to amend the City of Lowell Zoning Ordinance; Section 4.10 pertaining to temporary uses. Andy Moore with Williams and Works presented a draft ordinance dated November 3, 2014. He highlighted the changes of the ordinance from the previous meeting. For this to be effective, the Council will need to make an amendment to the Peddlers, Solicitors and Transient Merchant Ordinance. City Manager Howe recommended such revisions be reviewed by City Attorney Richard Wendt with regards to how this may impact the current Code of Ordinances.
  
- B. Mixed Use District Revisions. Moore referred to the memo he provided. Good discussion was held during the November 1, 2014 meeting which included adjustment of boundary to exclude City Hall and the Library, relaxation of 80% “build-to” requirement, change dimensional standards for single-family homes and consistency with Historic District.

Also, in reference to the parking study within the downtown plan, there are a couple of provisions that may need adjustment. One of which would be the exception in the C2 District which would also include the Mixed Use District, that allows the off street parking requirement for nonresidential districts, to be located within 250 feet from the site. There is thought of expanding this to 300 or 400 feet. This will be determined once the parking study is complete.

Also, Moore referred to Section 16A.03 “Special Land Uses”. He suggested items F, G and H be allowed by right. By general consensus, the Commission agreed.

Howe suggested another mailing to the property owners and then a public hearing in January.

Howe referred to building height in these districts and suggested the Commission review.

**7. NEW BUSINESS**

- 1. Rezoning from Industrial to C-2 at 318 E. Main and 312 E. Main. Moore explained the property owner wishes to divide this property. However, because there is a minimum lot width of 100 feet within the Industrial District, this lot cannot be split. By rezoning it to C2, where there is no minimum lot width or a minimum lot area requirement, this would allow the split to move forward.

Howe provided a map to the Commissioners showing the proposed parcels to be rezoned.

Howe also explained the timeline of the rezoning process.

IT WAS MOVED BY GERARD and seconded by HALL to recommend to the City Council the rezoning of 318 and 312 E. Main Street from Industrial to C2.

YES: 4. NO: 0. ABSENT: 3. MOTION CARRIED.

**8. COMMISSIONERS COMMENTS.** None.

IT WAS MOVED BY GERARD to adjourn at 7:34 p.m.

DATE:

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Shannon Hanley, Chair

APPROVED:

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Susan S. Ullery, Deputy City Clerk