

**OFFICIAL PROCEEDINGS
OF THE
PLANNING COMMISSION-CITIZEN ADVISORY COMMITTEE
CITY OF LOWELL, MICHIGAN
FOR THE REGULAR MEETING OF
MONDAY, JANUARY 12, 2015, 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, Kelly Carney, John Gerard, Jim Hall, Shannon Hanley, Jim Salzwedel and James Zandstra.

Absent: None.

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

2. ELECTION OF OFFICERS

A. CHAIR

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

No further nominations were made.

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

YES: 7. NO: 0. ABSENT: 0. MOTION CARRIED.

The meeting was turned over to Chair Hanley.

B. VICE CHAIR

IT WAS MOVED BY SALZWEDEL and seconded by HALL to nominate Dave Cadwallader as Vice Chair for the Lowell Planning-Citizen Advisory Commission.

YES: 7. NO: 0. ABSENT: 0. MOTION CARRIED.

3. REVIEW AND ADOPTION OF PLANNING COMMISSION RULES OF PROCEDURE. The Commission reviewed the Rules of Procedure were reviewed.

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

YES: 7. NO: 0. ABSENT: 0. MOTION CARRIED.

4. **APPROVE 2015 MEETING DATES.**

IT WAS MOVED BY GERARD and seconded by CADWALLADER to approve the 2015 meeting dates.

YES: 7. NO: 0. ABSENT: 0. MOTION CARRIED.

5. **APPROVAL OF AGENDA.**

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

YES: 7. NO: 0. ABSENT: 0. MOTION CARRIED.

6. **APPROVAL OF THE MINUTES OF THE REGULAR MEETING OF DECEMBER 8, 2014.**

IT WAS MOVED BY HALL seconded by SALZWEDEL that the minutes of the December 8, 2014 meeting be approved as written.

YES: 7. NO: 0. ABSENT: 0. MOTION CARRIED.

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

8. **OLD BUSINESS**

A. Public Hearing – Mixed Use. Williams and Works Planner Andy Moore explained this is a public hearing for a zoning amendment to adopt the language for the Mixed Use District but also to rezone the properties to Mixed Use. The version of the amendment being presented is unchanged from what was previously reviewed.

Kelly Holst of 517 E. Main questioned the reason for the change. City Manager Mark Howe explained the City has a master plan. There is a long range plan to create these mixed use districts or downtown edge. The Planning Commission has been going through the process of identifying areas where they would actually write language and then rezone them as mixed use. There is one particular request where a parcel of property has been purchased, with the possibility of mixed use.

Moore explained mixed use means allowing a property owner to use one parcel for multiple purposes.

Commissioner Salzwedel questioned building height. Howe stated building height will remain at 40 feet for now.

IT WAS MOVED BY CADWALLADER and seconded by ZANDSTRA to recommend to the City Council the adoption of the language for the Mixed Use District and to rezone the proposed properties to Mixed Use.

YES: 7. NO: 0. ABSENT: 0. MOTION CARRIED.

B. Review Summary of Dimensional Regulations. City Manager Howe wanted the Planning Commission to continue to review and provide possible recommendations.

9. **NEW BUSINESS**

- a. Planning and Zoning Essentials Training. Williams and Works Planner Andy Moore presented a power point presentation regarding planning and zoning essentials.
 - b. Priorities 2015. The Planning Commission reviewed the Planning Commission Goals/Ideas for 2015 as well as reviewing their goals from 2014.
10. **STAFF REPORT.** City Manager Howe referred to the South Monroe parking lot project which is the lot behind the old Moose Building. The Planning Commission will be reviewing some site plans and parking issues in the future. Also, Unity School has been purchased by a developer. Currently, the developer is considering whether to keep or demolish the large building. Howe also noted the building at the corner of Main Street and Valley Vista has been demolished in order to make the property more desirable for purchase.
11. **COMMISSIONERS COMMENTS.** Commissioner Salzwedel congratulated Chair Hanley and Vice Chair Cadwallader on a second term as Chair and Vice Chair.

IT WAS MOVED BY CADWALLADER to adjourn at 8:30 p.m.

DATE:

APPROVED:

Shannon Hanley, Chair

Susan S. Ullery, Deputy City Clerk