

**OFFICIAL PROCEEDINGS
OF THE
PLANNING COMMISSION-CITIZEN ADVISORY COMMITTEE
CITY OF LOWELL, MICHIGAN
FOR THE REGULAR MEETING OF
MONDAY, MAY 11, 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 Kelly Carney, John Gerard, Jim Hall, Jim Salzwedel, James Zandstra and Vice Chair Dave Cadwallader.

Absent: Chair Hanley.

Also Present: City Manager Mark Howe, Deputy City Clerk Susan Ullery, DPW Director Dan DesJarden, Interim DPW Director Ron Woods, Mayor Jim Hodges and Williams and Works Planner Andy Moore.

2. EXCUSE OF ABSENSE.

IT WAS MOVED BY SALZWEDEL and seconded by GERARD to excuse the absence of Chair Hanley.

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

3. APPROVAL OF AGENDA.

IT WAS MOVED BY HALL and seconded by SALZWEDEL 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 9, 2015.

IT WAS MOVED BY CARNEY seconded by ZANDSTRA that the minutes of the MARCH 9, 2015 meeting be approved as written.

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

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

6. OLD BUSINESS

a. No old business was discussed.

7. NEW BUSINESS

- a. Commercial Wireless Communication Towers. Andy Moore from Williams and Works explained there has been review over the City of Lowell's zoning standards regarding Commercial Wireless Communication towers. Generally, it was found that the existing standards are somewhat brief and do not contain many of the provisions that are included in modern ordinances regulating commercial wireless communication towers.

Moore highlighted the proposed changes of the ordinance.

Police Chief Steve Bukala stated currently there are three towers throughout the City. There is one on Shepard Drive, a downtown tower near the river, which is currently up for sale and then a third tower located at Fuller Septic on Bowes Road. A couple proposed sites such as near the DPW and Fire Department or the Water Tower on Gee Drive were suggested. Bukala also noted in 2017 the phone carriers will not be required to support land lines. This will increase the demand for cellular devices.

IT WAS MOVED BY GERARD and seconded by SALZWEDEL to set a public hearing for June 8, 2015 regarding changes within the Commercial Wireless Communication Towers Ordinance.

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

- b. Site Plan Review Revisions – Administrative Review. Andy Moore from Williams and Works explained over the last few months there have been several recent site plan review requests where the only change to the building or property that affects zoning is that the use is changing.

The best way to approach this amendment would be to authorize the Zoning Enforcement Officer to be the reviewing body for site plans where (1) the proposed use is permitted by right in the applicable zoning district and (2) where no additions, alterations or exterior changes are proposed to any part of the site.

IT WAS MOVED BY CARNEY and seconded by SALZWEDEL to set a public hearing to review the amendment to the Site Plan review ordinance.

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

- c. Presentation Regarding Gravel Mining. Andy Moore from Williams and Works provided a presentation regarding Gravel Mining.

No further information was provided.

8. **STAFF REPORT.** City Manager Howe reported the next meeting will be busy. Several properties are being rezoned as well as the public hearings for the zoning amendments.

Howe also stated this will be DPW Director Dan DesJarden's last meeting. There will be an open house on May 15, 2015 at the Chamber of Commerce from 4 to 7.

Howe introduced Interim DPW Director Ron Woods. He is retired from the City of Kentwood.

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

IT WAS MOVED BY SALZWEDEL to adjourn at 7:55 p.m.

DATE:

APPROVED:

Shannon Hanley, Chair

Susan S. Ullery, Deputy City Clerk