

**OFFICIAL PROCEEDINGS  
OF THE  
PLANNING COMMISSION-CITIZEN ADVISORY COMMITTEE  
CITY OF LOWELL, MICHIGAN  
FOR THE REGULAR MEETING OF  
MONDAY, JUNE 8, 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 Kelli Carney, John Gerard, Jim Hall, Jim Salzwedel, James Zandstra and Chair Shannon Hanley.

Absent: Commissioner Cadwallader.

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

**2. EXCUSE OF ABSENSE.**

IT WAS MOVED BY GERARD and seconded by SALZWEDAL to excuse the absence of Commissioner Cadwallader.

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

**3. APPROVAL OF AGENDA.**

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

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

**4. APPROVAL OF THE MINUTES OF THE REGULAR MEETING OF MAY 11, 2015.**

IT WAS MOVED BY HALL seconded by SALZWEDEL that the minutes of the MAY 11, 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. Jakes Fireworks – Deputy City Clerk Susan Ullery explained Jakes Fireworks will be setting up their fireworks tent mid-June. The site plan was approved last year. The special use permit carries over year to year. Concerns from Commissioners were raised regarding previous thoughts of the site. Concerns included animals, ropes/staking and the noise of the generator.

Chair Hanley believed changes were made last fall regarding “special uses”. Ullery stated she would provide a timeline of discussion.

## 7. NEW BUSINESS

### a. Public Hearing – Site Plan Review Revisions – Administrative Review.

IT WAS MOVED BY GERARD and seconded by SALZWEDEL to open the public hearing.

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

Williams and Works Planner Nathan Mehmed explained this has been brought forward after several site plan review request where the only change to the building or property that affects zoning involves the use changing. The current language requires that a site plan review be submitted to the Planning Commission prior to the creation of the use. This is the case even if there are no dimensional or façade changes to the outside of the building. The best way to approach this change would be to authorize the Zoning Enforcement Officer to be the reviewing body for site plan 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.

This would be best accomplished with an amendment to Section 18.03 of the Zoning Ordinance.

No public comments were received.

IT WAS MOVED BY SALZWEDEL and seconded by ZANDSTRA to close the public hearing.

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

IT WAS MOVED BY GERARD and seconded by SALZWEDEL to recommend to the City Council an amendment to Section 18.03 of the Zoning Ordinance – Site Plan Review.

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

### b. Public Hearing – Commercial Wireless Communication Towers.

IT WAS MOVED BY CARNEY and seconded by HALL to open the public hearing.

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

Williams and Works Planner Nathan Mehmed explained 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.

In working with City staff, the ordinance was reviewed and modernized the City’s zoning regulations for the Planning Commissions review.

Mehmed stated the amendment refers to areas zoned PF (Public Facilities) and I (Industrial). He was unsure how many additional towers could be constructed within those areas. Much work has been completed by Chief Bukala on tower locations. Any new tower would have to be in a PF District.

There has been some discussion with the City about potentially locating a tower near the Department of Public Works or the Fire Department.

No public comments were received.

IT WAS MOVED BY CARNEY and seconded by HALL to close the public hearing.

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

Chair Hanley clarified the difference in the Williams and Works memo, which states the Planning Commission must make a decision on a proposed tower within 90 days while the ordinance states 60 days. It was noted it should be 90 days. Hanley also questioned the amount of signs allowed on the antenna. It was noted two signs is the standard requirement. Hanley liked the idea of one per side. Mayor Hodges clarified the ordinance refers to signs on the antenna or tower, not the fence at the base.

Howe noted bids are being sought to remove the downtown tower.

IT WAS MOVED BY HALL and seconded by CARNEY to recommend approval of the cell tower ordinance to the City Council.

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

- c. Rezoning Requests. Williams and Works Planner Nathan Mehmed stated the first request is for property located at 1111 Bowes Road. The property owner has requested that the property be rezoned from C-3 General Business to R-2 Residential District.

The second request is for a group of parcels that are adjacent to Schneider Manor, and the rezoning would allow Schneider Manor to expand their development onto the subject properties. The properties in question and their proposed zoning changes include the following:

Property Address	PP Number	Existing Zoning	Proposed Zoning
199 S. Pleasant	41-20-02-356-011	R2 Residential	R3 Residential
203 S. Pleasant	41-20-02-356-012	R2 Residential	R3 Residential
205 S. Pleasant	41-20-02-356-013	R2 Residential	R3 Residential
725 Bowes Road	41-20-01-382-011	R2/R3 Residential	R3 Residential

Standards to evaluate a rezoning request include 1) is the proposed rezoning consistent with the Master Plan 2) are any of the potential land uses incompatible with the surrounding neighborhood, and 3) would the rezoning result in any negative impact to the surrounding area.

It should be noted that the majority of 725 Bowes Road is already zoned R-3, except for a small portion on the west side of Pleasant Street directly north of the other three parcels that are the subject of the request. The City is not sure if this is an error in the map or not, so this amendment clarifies that the entire parcel will be zoned R-3.

It is recommended that the Planning Commission recommend approval of the proposed rezoning of 1111 Bowes Road from C-3 General Business to R-2 Residential District to the City Council. The motion recommending approval should refer to the consistency with the Master Plan and future land use map and should cite this memo as part of the rationale for the decision.

It is also recommended that the Planning Commission recommend approval of the proposed rezoning of 199 South Pleasant Street, 203 South Pleasant Street, 205 South Pleasant Street, and 725 Bowes Road from R-2 Residential District to R-3 Residential District to the City Council. The motion recommending approval should refer to the consistency with the Master Plan and future land use map and should cite this memo as part of the rationale for the decision.

Deputy City Clerk Susan Ullery read a letter into record from Joanne Miller of 780 Bowes Road stating she had no objection to the rezoning of 725 Bowes Road. However, she did mention if a new building is built, the entrance should come off of S. Pleasant, not Bowes Road.

IT WAS MOVED BY GERARD and seconded by HALL to open the public hearing.

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

Kelly Holst of 1111 Bowes Road verified rezoning the property to R2 would remove the issue of not being able to rebuild if the home were to be damaged more than 60 percent. Howe stated this would allow it to be rebuilt as a residential dwelling.

IT WAS MOVED BY ZANDSTRA and seconded by HALL to close the public hearing.

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

IT WAS MOVED BY HALL and seconded by GERARD to recommend approval of the zoning request for 1111 Bowes Road and properties 199, 203 and 205 S. Pleasant and 725 Bowes Road to the City Council. The motion refers to the consistency with the Master Plan and future land use map citing the memo from Williams and Works as part of the rationale for this decision.

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

8. **STAFF REPORT.** Deputy City Clerk Susan Ullery provided the Commission with a list of updated building permits since the last meeting.

9. **COMMISSIONERS COMMENTS.** Commissioner Salzwedel stated his term for Planning Commissioner is expiring. He would be happy to be reappointed.

Commissioner Hall stated Councilmember Altoft expressed his appreciation for the Planning Commission and for all the time and effort they put in. Hal noted the entire City Council appreciates the Planning Commission.

Commissioner Carney stated she would also like to be reappointed to the Planning Commission.

IT WAS MOVED BY CARNEY and seconded by HALL to adjourn at 7:39 p.m.

DATE:

APPROVED:

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Shannon Hanley, Chair

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Susan S. Ullery, Deputy City Clerk

